



**Agenda - Final**  
**Capital Metropolitan**  
**Transportation Authority**  
**Operations, Planning and Safety**  
**Committee**

2910 East 5th Street  
Austin, TX 78702

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**Wednesday, June 11, 2025**

**12:30 PM**

**Rosa Parks Boardroom**

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This meeting will be livestreamed at [capmetrotx.legistar.com](https://capmetrotx.legistar.com)

**I. Call to Order**

**II. Public Comment**

**III. Action Items**

1. Approval of minutes from the May 7, 2025 Operations, Planning and Safety Committee meeting.
2. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a commercial lease amendment with Omega Media Properties, LP, a Texas limited partnership for the addition of parking area and remodeling of office building spaces at 817 W. Howard Lane, Austin, Travis County, TX 78728 concurrent with the original lease base period of three (3) years, with three (3), 1-year renewal options, for an increase of \$4,007,249, resulting in a new total not to exceed amount of \$8,367,406.
3. Approval of a resolution authorizing the President and CEO, or her designee, to finalize, execute, and amend three existing License Agreements held by CS Kinross Lake Parkway, LLC, for purposes of facilitating construction of transit facilities at the Uptown ATX development, and waiving fees for the License Agreements.
4. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a contract with Silsbee Ford for the purchase of three (3) Ford F-450 flatbed trucks in an amount not to exceed \$372,170.

**IV. Presentations**

1. Executive Operations, Planning and Safety Update - June 2025  
Update on public safety & security, CapMetro's 40th Anniversary, key performance indicators, personnel changes, communications and public outreach.

**V. Items for Future Discussion**

**VI. 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](mailto:ed.easton@capmetro.org) if you need more information.*

*Committee Members: Chito Vela, Chair; Jeffrey Travillion, Paige Ellis and Eric Stratton.*

*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

2910 East 5th Street  
Austin, TX 78702

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Operations, Planning and Safety Committee **Item #:** AI-2025-1506

**Agenda Date:** 6/11/2025

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Approval of minutes from the May 7, 2025 Operations, Planning and Safety Committee meeting.

**Minutes**  
**Capital Metropolitan**  
**Transportation Authority**  
**Operations, Planning and Safety**  
**Committee**

2910 East 5th Street  
Austin, TX 78702

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**Wednesday, May 7, 2025**

**12:30 PM**

**Rosa Parks Boardroom**

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**I. Call to Order**

12:35 p.m. Meeting Called to Order

<b>Present</b>	Jeffrey Travillion, Eric Stratton, Chito Vela, and Paige Ellis
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**II. Public Comment**

Zenobia Joseph provided public comments.

**III. Action Items**

1. Approval of minutes from the April 14, 2025 Operations, Planning and Safety Committee meeting.

A motion was made by Travillion, seconded by Ellis, that this Minutes be adopted. The motion carried by the following vote:

**Aye:** Travillion, Stratton, Vela, and Ellis

2. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute an Amended and Restated Agreement Regarding Transit Facilities and Related Improvements at the Uptown ATX Development with Broadmoor Austin Associates and BDN Management, Inc. ("Brandywine") for development of a commuter rail station and related rail infrastructure, for a term ending one year after CapMetro's acceptance of the facilities, in a total amount not to exceed \$49,343,368, with a cost to CapMetro of \$37,343,368.

A motion was made by Stratton, seconded by Ellis, that this Resolution be recommended for the action item agenda to the Board of Directors, due back on 5/19/2025. The motion carried by the following vote:

**Aye:** Travillion, Stratton, Vela, and Ellis

3. Approval of a resolution authorizing the President & CEO, or her designee, to utilize the Department of Information Resources (DIR) to contract with CDW Government, LLC to supply various Workstation Technology Equipment for a term of ninety (90) days from notice to proceed, in an amount not to exceed \$542,218.

A motion was made by Ellis, seconded by Travillion, that this Resolution be recommended for the consent agenda to the Board of Directors, due back on 5/19/2025. The motion carried by the following vote:

**Aye:** Travillion, Stratton, Vela, and Ellis

4. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a contract with ATX-VIP Towing for towing services over the course of one year, in a total amount not to exceed \$492,900.

A motion was made by Stratton, seconded by Travillion, that this Resolution be recommended for the consent agenda to the Board of Directors, due back on 5/19/2025. The motion carried by the following vote:

**Aye:** Travillion, Stratton, Vela, and Ellis

5. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a contract with Unifirst Corp. for rental and cleaning of maintenance uniforms, with a base term of three years, in a total amount not to exceed \$1,082,045.

A motion was made by Ellis, seconded by Stratton, that this Resolution be recommended for the consent agenda to the Board of Directors, due back on 5/19/2025. The motion carried by the following vote:

**Aye:** Travillion, Stratton, Vela, and Ellis

6. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute contracts with AECOM Technical Services, Baer Engineering and Environmental Consulting, Inc, Freese and Nichols, Inc, LJA Environmental Services, LLC, and Michael Baker International, Inc for Environmental Engineering and Planning Services on a task order basis for a base period of two (2) years with three (3) option periods of 12 months each in an aggregate amount not to exceed \$1,450,000.

A motion was made by Travillion, seconded by Stratton, that this Resolution be recommended for the consent agenda to the Board of Directors, due back on 5/19/2025. The motion carried by the following vote:

**Aye:** Travillion, Stratton, Vela, and Ellis

7. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a contract with Trimbuilt Construction, Inc. for construction of the first and second floors (Phase 1A & 2) of 3100 E. 5th Street, plus exterior improvements, for a total amount not to exceed \$16,431,148, which includes a 20% contingency.

A motion was made by Ellis, seconded by Stratton, that this Resolution be recommended for the action item agenda to the Board of Directors, due back on 5/19/2025. The motion carried by the following vote:

**Aye:** Travillion, Stratton, Vela, and Ellis

8. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a contract with G. Hyatt Construction for construction improvements and modifications to the Red Line train maintenance facility for a total contract amount not to exceed \$2,282,136, which includes a 20% contingency.

A motion was made by Stratton, seconded by Travillion, that this Resolution be recommended for the consent agenda to the Board of Directors, due back on 5/19/2025. The motion carried by the following vote:

**Aye:** Travillion, Stratton, Vela, and Ellis

#### **IV. Presentations**

1. FY2026 Proposed Budget Calendar
2. Executive Operations, Planning and Safety Update - May 2025  
*Update on key performance indicators, transit police update, personnel changes, communications and public outreach.*

Memo: Q2 Fiscal Year 2025 Performance Update (May 1, 2025)

#### **V. Items for Future Discussion**

#### **VI. Adjournment**

2:09 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.*

*Committee Members: Chito Vela, Chair; Jeffrey Travillion, Paige Ellis and Eric Stratton.*

*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.*

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Operations, Planning and Safety Committee **Item #:** AI-2025-1473

**Agenda Date:** 6/11/2025

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**SUBJECT:**

Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a commercial lease amendment with Omega Media Properties, LP, a Texas limited partnership for the addition of parking area and remodeling of office building spaces at 817 W. Howard Lane, Austin, Travis County, TX 78728 concurrent with the original lease base period of three (3) years, with three (3), 1-year renewal options, for an increase of \$4,007,249, resulting in a new total not to exceed amount of \$8,367,406.

**FISCAL IMPACT:**

Funding for this action is available in the FY2025 Capital and Operating Budgets.

**STRATEGIC PLAN:**

Strategic Goal Alignment:

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> 1. Customer  | <input checked="" type="checkbox"/> 2. Community                    |
| <input checked="" type="checkbox"/> 3. Workforce | <input checked="" type="checkbox"/> 4. Organizational Effectiveness |

**EXPLANATION OF STRATEGIC ALIGNMENT:** Demand Response operations currently occupy three separate locations, two of which are leased. The leased facilities are located at 817 West Howard Lane and 4811 E. 7<sup>th</sup> Street. To more efficiently serve Demand Response customers, the agency is proposing to consolidate its north operations at 817 W. Howard Lane until the new North Base Demand Response facility is built. This 817 W. Howard Lane lease amendment includes expanding and improving the parking areas and improving the building interiors to consolidate staff and operations at this location.

**BUSINESS CASE:** The 817 W. Howard Lane Demand Response facility serves as the North Austin operating location for CapMetro Access (Paratransit) & Pickup (Micro transit) services. The additional parking areas and office space remodeling included in this lease amendment would allow for the consolidation of the Demand Response fleet operations to more efficiently serve the north service area and eliminate the rent currently paid for the second leased area. This expanded facility would support the MetroAccess fleet, CapMetro staff, service provider staff, operators, vehicle maintenance, fueling and related support infrastructure. This would eliminate the \$70,981 monthly rent that is currently paid for the 4811 E. 7<sup>th</sup> St. leased facility. The funding for this amendment is included in the FY 2025 operating and capital budgets.

**COMMITTEE RECOMMENDATION:** This item was presented to the Operations, Planning and Safety Committee on June 11, 2025, and recommended for approval.



EXECUTIVE SUMMARY: CapMetro is proposing a lease amendment to the existing lease for 817 W. Howard Lane, which is the north operations location for agency Demand Response services. This lease amendment will allow the agency to consolidate two separate lease facility operations into one to improve service performance and improve efficiency. The lease amendment includes additional parking areas and related improvements, along with building interior remodeling to consolidate staff and vehicles at this location. This expanded facility would support the MetroAccess fleet, CapMetro staff, service provider staff, operators, vehicle maintenance, fueling and related support infrastructure.

The capital improvement cost for the building remodeling and parking lot improvements totals \$1,913,680 plus \$280,068 contingency (\$2,193,748). The monthly lease for the additional parking areas totals \$781,500 for the base lease period (2025-2027) and \$1,032,000 for the option period (2028-2030) if necessary. The total addition to the existing lease for the capital improvements plus the additional lease cost for the base period plus the option period totals \$4,007,249.

DBE/SBE PARTICIPATION: Does not apply.

PROCUREMENT: Does not apply.

RESPONSIBLE DEPARTMENT: Real Estate Department

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

**STATE OF TEXAS  
COUNTY OF TRAVIS**

**AI-2025-1473**

WHEREAS, the Capital Metropolitan Transportation Authority (“CapMetro”) Board of Directors and CapMetro management recognize the need to provide for the safety of all customers and staff and comply with city, state and federal code requirements; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need to provide reliable operations facility that better support the needs of its Demand Response operations.

WHEREAS, the agency strives to increase operational efficiency by consolidating Demand Response north operations into a single leased facility.

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors that the President & CEO, or her designee, is authorized to finalize and execute a commercial lease amendment with Omega Media Properties, LP, a Texas limited partnership for the addition of parking area and remodeling of office building spaces at 817 W. Howard Lane, Austin, Travis County, TX 78728 concurrent with the original lease base period of three (3) years, with three (3), 1-year renewal options, for an increase of \$4,007,249, resulting in a new total not to exceed amount of \$8,367,406.

**Date:** \_\_\_\_\_

\_\_\_\_\_  
**Secretary of the Board  
Becki Ross**



# 817 W. Howard Lane Demand Response Facility Lease Amendment

June 11, 2025

## CapMetro Board Action

## Location: 817 W. Howard Lane



Building Improvements: \$1,605,060  
Parking Improvements: \$ 588,689  
\$2,193,749 (includes 15% conting.)

Addit. Parking Lease: \$ 781,500 (2025-2027 base period)  
\$1,032,000 (2028-2030 option period)  
\$1,813,500

Lease Amend. Increase: \$4,007,249

Lease Savings (4811 E. 7<sup>th</sup> Street): \$2.4 M (base period)  
+ \$2.5 M (option period)

CapMetro

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CapMetro

Thank you!



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Operations, Planning and Safety Committee **Item #:** AI-2025-1499

**Agenda Date:** 6/11/2025

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**SUBJECT:**

Approval of a resolution authorizing the President and CEO, or her designee, to finalize, execute, and amend three existing License Agreements held by CS Kinross Lake Parkway, LLC, for purposes of facilitating construction of transit facilities at the Uptown ATX development, and waiving fees for the License Agreements.

**FISCAL IMPACT:**

Refer to executive summary for clarification.

**STRATEGIC PLAN:**

**Strategic Goal Alignment:**

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> 1. Customer | <input checked="" type="checkbox"/> 2. Community         |
| <input type="checkbox"/> 3. Workforce           | <input type="checkbox"/> 4. Organizational Effectiveness |

**EXPLANATION OF STRATEGIC ALIGNMENT:** In 2014, CapMetro executed three license agreements with CS Kinross Lake Parkway, LLC, for the installation of rail, utility, and wastewater utilities CapMetro's rail right-of-way located at the Uptown ATX development. Amending the license agreements will enable CapMetro to fulfill a key component of Project Connect related Redline improvements, specifically a new commuter rail station.

**BUSINESS CASE:** Waiving the annual fee associated with each license agreement will enable the construction of the new Broadmoor commuter rail station serving the Domain, Uptown ATX development, and the surrounding area. As consideration for the fee waiver, CS Kinross Lake Parkway will donate land to CapMetro necessary for construction of the new rail station.

**COMMITTEE RECOMMENDATION:** The item was presented and recommended for approval by the Operations, Planning and Safety Committee on June 11, 2025.

**EXECUTIVE SUMMARY:** In December 2020, CapMetro entered into an agreement (Agreement Regarding Transit Facilities and Related Improvements at the Uptown ATX Development) with Broadmoor Austin Associates and BDN Management, Inc. ("Brandywine") to develop the commuter rail station located at Brandywine's commercial development known as Uptown ATX. In 2014, CS Kinross Lake Parkway, LLC, executed three utility license agreements with CapMetro, including the payment of an annual license fee totaling \$10,500 plus a 3 percent annual escalation to CapMetro, with a term of 10 years followed by renewals on a year-to-year basis. The amendments would waive the annual fee required by each license agreement. In return, CS Kinross Lake Parkway, LLC, is providing significant land for the new rail station in the form of a Deed

Dedication and Easements that are required to construct the station.

DBE/SBE PARTICIPATION: Does not apply

PROCUREMENT: Does not apply

RESPONSIBLE DEPARTMENT: Strategic Planning and Development

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

**STATE OF TEXAS  
COUNTY OF TRAVIS**

**AI-2025-1499**

WHEREAS, the CapMetro Board of Directors and Austin City Council approved the Project Connect System Implementation Plan in 2020, including a new commuter rail station serving the Domain area as part of improvements to the Redline commuter rail line;

WHEREAS, in December 2020, CapMetro entered into an Agreement Regarding Transit Facilities and Related Improvements at the Uptown ATX Development with Broadmoor Austin Associates and BDN Management, Inc. (“Brandywine”) to develop the commuter rail station;

WHEREAS, in May 2025, the CapMetro Board of Directors approved negotiation and execution of an Amendment to the Agreement Regarding Transit Facilities and Related Improvements with Brandywine for the purpose of updating the terms and conditions of the agreement;

WHEREAS, to facilitate the construction of the commuter rail station, CapMetro must first amend three existing License Agreements held by CS Kinross Lake Parkway, LLC, and waive the annual fees associated with the agreements as consideration for CS Kinross Lake Parkway’s dedication of land necessary for construction of the station; and

WHEREAS, the CapMetro Board of Directors recognizes that it is desirable and helpful to the completion of this project to amend the three license agreements held by CS Kinross Lake Parkway, LLC to further the construction of the commuter rail station.

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors that the President & CEO, or her designee, is authorized to finalize and execute three amended license agreements with CS Kinross Lake Parkway, LLC, for the purposes of facilitating construction of transit facilities at the Uptown ATX development.

BE IT FURTHER RESOLVED, that the Board authorizes the waiving of fees associated with these license agreements.



**Secretary of the Board**  
**Becki Ross**

**Date:** \_\_\_\_\_

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Operations, Planning and Safety Committee **Item #:** AI-2025-1517

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**Agenda Date:** 6/11/2025

**SUBJECT:**

Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a contract with Silsbee Ford for the purchase of three (3) Ford F-450 flatbed trucks in an amount not to exceed \$372,170.

**FISCAL IMPACT:**

Funding for this action is available in the FY2025 Capital Budget.

**STRATEGIC PLAN:**

Strategic Goal Alignment:

- |  |   |
|--|---|
| <input type="checkbox"/> 1. Customer             | <input type="checkbox"/> 2. Community                               |
| <input checked="" type="checkbox"/> 3. Workforce | <input checked="" type="checkbox"/> 4. Organizational Effectiveness |

**EXPLANATION OF STRATEGIC ALIGNMENT:** The strategic alignment for procuring new vehicles directly supports CapMetro's overarching goals by addressing the aging fleet and reliability issues that hinder service quality. Investing in these new assets enhances the reliability and accessibility of our public facilities and ensure a clean and safe environment for our customers.

**BUSINESS CASE:** This procurement strategically aligns with our core mission by enhancing customer service and safety across our public facilities.

**COMMITTEE RECOMMENDATION:** The item was presented and recommended for approval at the Operations, Planning and Safety Committee meeting on June 11, 2025.

**EXECUTIVE SUMMARY:** CapMetro's investment in new vehicles is vital because it directly addresses how an aging fleet affects service quality and passenger satisfaction. This investment immediately boosts the reliability, accessibility, safety, and cleanliness of our transit facilities, fundamentally strengthening our mission to provide excellent customer service.

**DBE/SBE PARTICIPATION:** A 0% SBE goal was assigned to this procurement, which did not include subcontract opportunities.

**PROCUREMENT:** The contract will utilize The Interlocal Purchasing System (TIPS) cooperative contract #240901 held by Silsbee Ford Inc., for Transportation Vehicles.

TIPS awarded contracts are made available for use by Capital Metro via Title 7, Intergovernmental Relations Chapter 791, Interlocal Cooperations Contract and The Texas Interlocal Cooperation Act.

Purchases made using TIPS contracts satisfy otherwise applicable competitive bidding requirements. Pricing for the Ford F-450 Flatbed Facility Maintenance Trucks was determined to be fair & reasonable by the TIPS organization during its solicitation and award process. The following is Silsbee Ford's TIPS pricing for (3) Ford F-450 Flatbed Facility Maintenance Trucks:

Description	Quantity	Each Price	Extend Total Price
Ford F-450 Flatbed Facility Maintenance Trucks	3	\$124,056.37	\$372,169.11

The contract is a fixed price contract.

RESPONSIBLE DEPARTMENT: Capital Construction, Engineering & Design (CCED)

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

**STATE OF TEXAS  
COUNTY OF TRAVIS**

**AI-2025-1517**

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and CapMetro Management endeavor to provide reliable vehicles for our operations; and

WHEREAS, it is best practice to provide strategic investment directly tackles current operational challenges and ensure reliability and accessibility of our public facilities

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors that the President & CEO, or her designee, is authorized to finalize and execute a contract with Silsbee Ford for the purchase of three (3) Ford F-450 flatbed trucks in an amount not to exceed \$372,170.

\_\_\_\_\_  
**Secretary of the Board  
Becki Ross**

**Date:** \_\_\_\_\_



# Flatbed Truck Procurement

June 11, 2025

# Ford F-450 Flatbed Trucks

- Procurement to purchase three (3) Ford F450 facility maintenance trucks to replace end of life equipment.
- For use by CapMetro Public Facilities team to service Bus stops and Train Stations.
- The existing facility maintenance trucks are beyond its useful life.
- Delivery timeframe - Approximately 1 year lead time from notice to proceed (NTP).





# Capital Metropolitan Transportation Authority

2910 East 5th Street  
Austin, TX 78702

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Operations, Planning and Safety Committee **Item #:** AI-2025-1507

**Agenda Date:** 6/11/2025

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Executive Operations, Planning and Safety Update - June 2025

*Update on public safety & security, CapMetro's 40<sup>th</sup> Anniversary, key performance indicators, personnel changes, communications and public outreach.*