



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

2910 East 5th Street  
Austin, TX 78702

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**Wednesday, September 13, 2023**

**12:30 PM**

**Rosa Parks Boardroom**

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**I. Call to Order**

12:32 p.m. Meeting Called to Order

**Present** Jeffrey Travillion, Eric Stratton, Chito Vela, and Paige Ellis

**II. Public Comment**

Zenobia Joseph, Darrell Sorrells, Brent Payne, David Scorey, and Mike Ake provided public comments.

**III. Action Items**

1. Approval of minutes from the August 14, 2023 Operations, Planning and Safety Committee meeting.

A motion was made by Travillion, seconded by Vela, 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 a contract with Keolis Transit Services, LLC for contracted bus operations and maintenance services for a base period of three (3) years, plus two (2) one-year options, with a 5% contingency, in an amount not to exceed \$753,651,081.

(The board heard the staff presentation and then went into Executive Session prior to taking action on this item.)

A motion was made by Travillion, seconded by Ellis, that this Resolution be recommended for the action item agenda to the Board of Directors, due back on 9/25/2023. 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 execute a contract modification with Hexagon for asset management system maintenance for two (2) remaining one (1) year option periods for an amount not to exceed \$1,079,637.

A motion was made by Vela, seconded by Ellis, that this Resolution be recommended for the consent agenda to the Board of Directors, due back on 9/25/2023. 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 Carahsoft Technology Corporation for ServiceNow Information Technology Service Management systems for a one (1) year base period and one (1) option year in an amount not to exceed \$458,771.

A motion was made by Ellis, seconded by Vela, that this Resolution be recommended for the consent agenda to the Board of Directors, due back on 9/25/2023. 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 CDW-Government, LLC to acquire network technology for the MetroRapid Expo and MetroRapid Pleasant Valley projects in an amount not to exceed \$177,804.

A motion was made by Travillion, seconded by Vela, that this Resolution be recommended for the consent agenda to the Board of Directors, due back on 9/25/2023. 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 a month-to-month lease with 1303 Properties Ltd. DBA Travis Properties for approximately 18,535 rentable square feet of office space on the first and basement floors of the Travis Building located at 209 West 9th Street, Austin, TX 78701 for a term not to exceed twenty-four (24) months, in an amount not to exceed \$634,680.

A motion was made by Vela, seconded by Ellis, that this Resolution be recommended for the consent agenda to the Board of Directors, due back on 9/25/2023. 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 Core Office Interiors to purchase furniture and/or wall systems for 2910 East 5th Street, 1705 Guadalupe, 8200 Cameron Road, 9715 Burnet Road, and furniture inventory replenishment, in an amount not to exceed \$1,127,275.

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 9/25/2023. 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 grant an approximately 0.334-acre (1,453 square-foot) electric utility easement to the City of Austin across CapMetro-owned property located at 10612 Delta Drive, Austin, Texas for the construction of electric distribution and electrical telecommunications lines and systems.

A motion was made by Travillion, seconded by Vela, that this Resolution be recommended for the consent agenda to the Board of Directors, due back on 9/25/2023. The motion carried by the following vote:

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

9. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute an Interlocal Agreement with the City of Round Rock for transit services for an amount not to exceed \$1,358,369.

A motion was made by Travillion, seconded by Vela, that this Resolution be recommended for the consent agenda to the Board of Directors, due back on 9/25/2023. The motion carried by the following vote:

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

10. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a one-year Interlocal Agreement (ILA) with Travis County for transit services in urbanized areas in unincorporated areas of the county and for continued implementation of the Travis County Transit Development Plan in an amount not to exceed \$319,976 in FTA Section 5307 Funds and \$893,724 in local funds from Travis County per year.

A motion was made by Travillion, seconded by Vela, that this Resolution be recommended for the consent agenda to the Board of Directors, due back on 9/25/2023. The motion carried by the following vote:

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

11. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute an Interlocal Agreement with the City of Georgetown for operation of limited paratransit and senior service (the "Service") for an amount not to exceed \$172,726 in FTA Section 5307 Funds and \$259,089 in local funds from the City of Georgetown.

A motion was made by Travillion, seconded by Vela, that this Resolution be recommended for the consent agenda to the Board of Directors, due back on 9/25/2023. The motion carried by the following vote:

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

12. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute Amendment No. 6 to CARTS Supplement No. 9 of the Master Regional Mobility Agreement with Capital Area Rural Transportation Services (CARTS) for the provision of Limited Paratransit and Senior Services to the City of Georgetown in an amount not to exceed \$411,252.

A motion was made by Travillion, seconded by Vela, that this Resolution be recommended for the consent agenda to the Board of Directors, due back on 9/25/2023. The motion carried by the following vote:

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

13. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute Amendment No. 6 to CARTS Supplement No. 8 to the Master Regional Mobility Agreement with Capital Area Rural Transportation Services (CARTS) for the provision of transit services to the Manor area in an amount not to exceed \$1,796,454.

A motion was made by Travillion, seconded by Vela, that this Resolution be recommended for the consent agenda to the Board of Directors, due back on 9/25/2023. The motion carried by the following vote:

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

14. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute Amendment No. 5 to the Contracted Service Supplement No. 2 with Capital Area Rural Transportation System (CARTS) for the operation of Route 214 Northwest Feeder for fiscal year 2024 in an amount not to exceed \$720,330.

A motion was made by Travillion, seconded by Vela, that this Resolution be recommended for the consent agenda to the Board of Directors, due back on 9/25/2023. The motion carried by the following vote:

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

15. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute Amendment No. 5 to Contracted Services Supplement No. 4 to the Master Regional Mobility Agreement with Capital Area Rural Transportation Services (CARTS) for the provision of Route 990 - Manor Express for fiscal year 2024 in an amount not to exceed \$185,397.

A motion was made by Travillion, seconded by Vela, that this Resolution be recommended for the consent agenda to the Board of Directors, due back on 9/25/2023. The motion carried by the following vote:

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

16. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a five-year Trackage Agreement with the Austin Steam Train Association (ASTA) for ASTA's use of a portion of the Giddings to Llano line for the provision of Excursion Rail Passenger Service, in exchange for the right for CapMetro to use a portion of ASTA's adjacent real property for maintenance, storage, and other operations.

A motion was made by Vela, seconded by Travillion, that this Resolution be recommended for the consent agenda to the Board of Directors, due back on 9/25/2023. The motion carried by the following vote:

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

#### **IV. Presentations**

1. Proposed January 2024 Service Changes
2. Monthly Operations Update

In the interest of time no Operations Update was given this month.

#### **V. Executive Session**

Texas Government Code, Section 551.071 for consultation with an attorney regarding legal issues related to a proposed contract with Keolis Transit Services, LLC for contracted bus operations and maintenance services for a base period of three (3) years, plus two (2) one-year options, with a 5% contingency, in an amount not to exceed \$753,651,081.

Into Executive Session: 1:21 p.m.

Out of Executive Session: 2:00 p.m.

#### **VI. Items for Future Discussion**

## VII. Adjournment

3:12 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: Eric Stratton, Chair; Jeffrey Travillion, Paige Ellis and Chito Vela.*

*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.*