



**Agenda - Final**  
**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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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 April 14, 2025 Operations, Planning and Safety Committee meeting.
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.
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.
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.
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.

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.
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.
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.

#### **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**

#### **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-2025-1477

**Agenda Date:** 5/7/2025

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Approval of minutes from the April 14, 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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**Monday, April 14, 2025**

**1:00 PM**

**Rosa Parks Boardroom**

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**I. Call to Order**

1:04 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. Selection of an Operations, Planning and Safety Committee Vice Chair for the remainder of 2025.

Board Member Paige Ellis was selected as the Committee's Vice Chair by acclamation.

2. Approval of minutes from the March 12, 2025 Operations, Planning and Safety Committee meeting.

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

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

3. Approval of a resolution approving the August 2025 Service Change Title VI Equity Analysis and authorizing the President & CEO, or her designee, to implement the August 2025 Service Changes.

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 4/21/2025. 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 Modern Rail Systems to purchase, install, test and commission defect detectors on the Central Subdivision installing two new locations for a base term of one (1) year in an amount not to exceed \$900,507.

A motion was made by Travillion, seconded by Ellis, that this Resolution be recommended for the consent agenda to the Board of Directors, due back on 4/21/2025. 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 by utilizing the Department of Information Resources (DIR), held by The eConsortium Group, for Cisco Branded Products and Related Services, to replace network infrastructure technology, for a term of ninety (90) days from notice to proceed, in a total amount not to exceed \$449,192.

A motion was made by Stratton, seconded by Ellis, that this Resolution be recommended for the consent agenda to the Board of Directors, due back on 4/21/2025. 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 a month-to-month lease with 1303 Properties Ltd. DBA Travis Properties for approximately 7,052 square feet of rentable square feet of office space on the first floor of the Travis Building located at 209 West 9th Street, Austin, TX 78701, extending the month to month lease through September 30, 2026 for a total amount not to exceed \$925,575.

A motion was made by Travillion, seconded by Ellis, that this Resolution be recommended for the consent agenda to the Board of Directors, due back on 4/21/2025. The motion carried by the following vote:

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

#### **IV. Presentations**

1. Executive Operations, Planning and Safety Update - April 2025  
*Update on performance and Expo and Pleasant Valley initial service, personnel changes, communications and public outreach.*

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

#### **VI. Adjournment**

1:33 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-2024-1326

**Agenda Date:** 5/7/2025

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**SUBJECT:**

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.

**FISCAL IMPACT:**

Funding for this action is in the proposed FY2025 Capital Budget. The cost to CapMetro is \$37,343,368.

**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 |

**Strategic Objectives:**

- |  |  |  |
|--|--|--|
| <input checked="" type="checkbox"/> 1.1 Safe & Reliable Service                    | <input checked="" type="checkbox"/> 1.2 High Quality Customer Experience | <input type="checkbox"/> 1.3 Accessible System               |
| <input checked="" type="checkbox"/> 2.1 Support Sustainable Regional Growth        | <input type="checkbox"/> 2.2 Become a Carbon Neutral Agency              |  |
| <input checked="" type="checkbox"/> 2.3 Responsive to Community and Customer Needs | <input type="checkbox"/> 2.4 Regional Leader in Transit Planning         |  |
| <input type="checkbox"/> 3.1 Diversity of Staff                                    | <input type="checkbox"/> 3.2 Employer of Choice                          | <input type="checkbox"/> 3.3 Expand Highly Skilled Workforce |
| <input type="checkbox"/> 4.1 Fiscally Responsible and Transparent                  | <input type="checkbox"/> 4.2 Culture of Safety                           | <input type="checkbox"/> 4.3 State of Good Repair            |

**EXPLANATION OF STRATEGIC ALIGNMENT:** This amended agreement will enable CapMetro to fulfill a key component of Project Connect related to Red Line improvements, specifically a new commuter rail station.

**BUSINESS CASE:** This amended agreement will enable construction of a new commuter rail station serving the Domain, the Uptown ATX development, and the surrounding area. The agreement provides for important financial contributions and services to help CapMetro complete this project.

**COMMITTEE RECOMMENDATION:** The item was presented and recommended for approval by the Operations,

Planning and Safety Committee on May 7, 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 called Uptown ATX. Since that time, CapMetro and Brandywine have worked together to complete a number of preliminary steps on developing the project. Brandywine has approached CapMetro about amending certain provisions of the agreement, and the parties have agreed on the amended terms. As amended, the agreement would provide as follows: Brandywine will contribute \$12 million to the project; with certain exceptions, CapMetro is responsible for the remainder of the project cost; Brandywine will give easements for the station; Brandywine will continue to be responsible for contracting with a construction contractor and overseeing construction of the project; CapMetro will pay a 5% construction management fee to Brandywine for its services in overseeing construction; and Brandywine will provide space for parking to serve the station for 3 years, plus an additional 2 years if space is available. The total cost to CapMetro will be \$37,343,368.

**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-2024-1326**

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, the CapMetro Board of Directors recognizes that it is desirable and helpful to the completion of this project to work with a private developer that can contribute funding, land, and services to further the construction of the station; and

WHEREAS, CapMetro and Brandywine have agreed to amend certain terms of their original agreement.

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 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

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

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

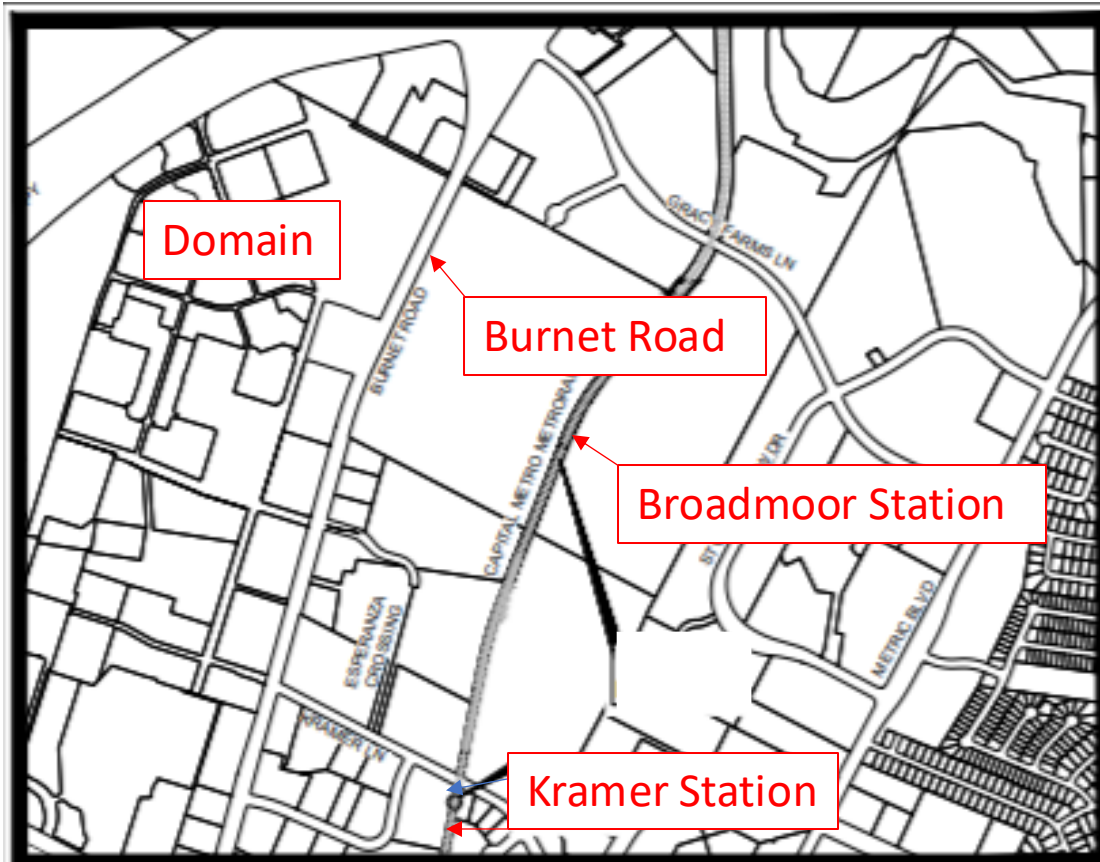


# BROADMOOR STATION

Public/Private Development Opportunity

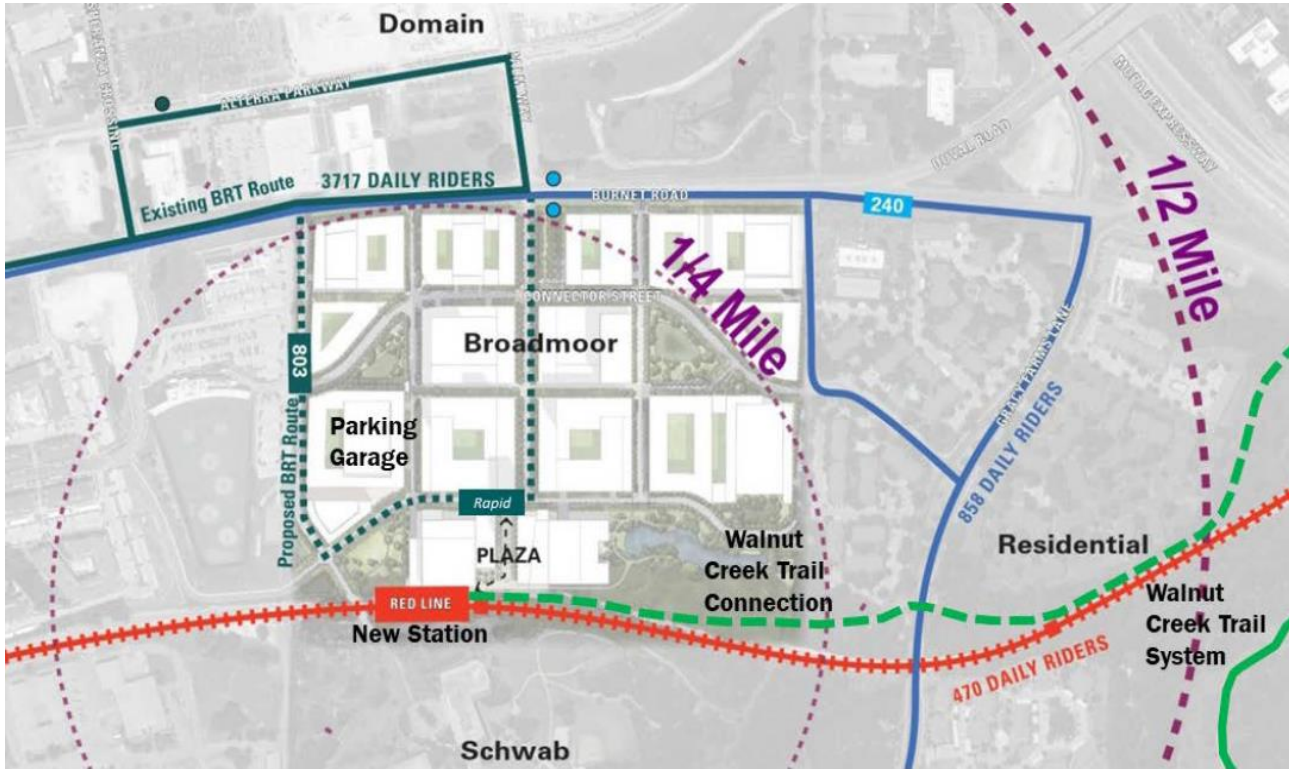
May 19, 2025

# Broadmoor P3 development – Vicinity Map



- Adjacent to the Domain on North Burnet Road
- Half mile north of the existing Kramer rail station
- One mile north of the new Austin FC stadium





- Public-private partnership between Brandywine Realty Trust and Capital Metro
- New multi-modal transit hub
- Direct connectivity to two to three local bus routes.
- Abundant pedestrian and bicycle pathways

# Broadmoor P3 Development – Benefits



*Platform Looking North*

- Projected to second highest ridership on MetroRail Red Line, second only to downtown
- Provides a multi-modal transit connection in North Austin (Austin's second downtown)
- Connected to a high-density, mixed-use development with a safe and walkable street grid
- Leverages private investment for a public project
- Supports Imagine Austin's vision of a more compact and connected city



# Broadmoor P3 Development - Amenities



*Rail Station at Night*

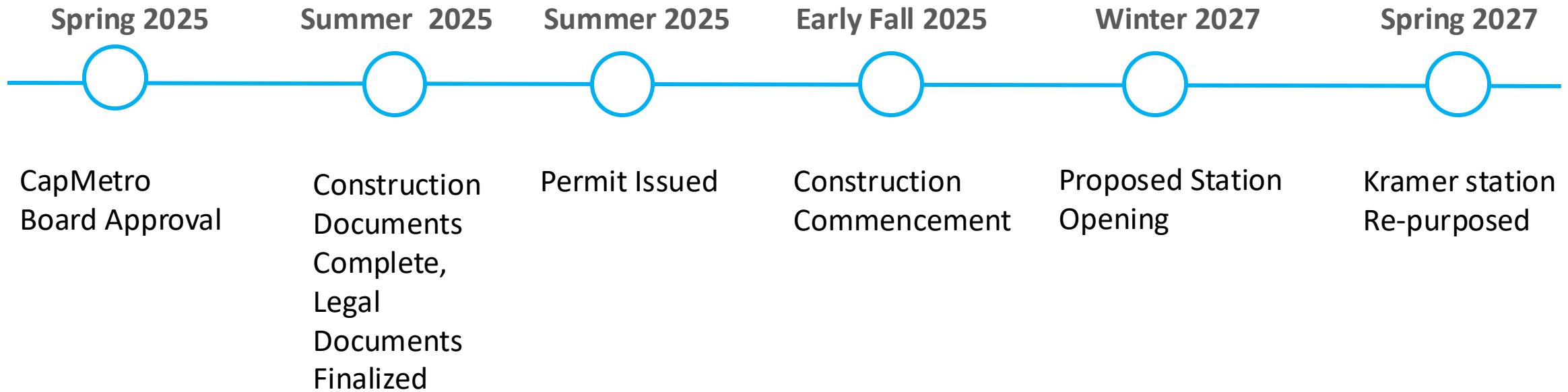
- ✓ Rail station with two double-length, covered platforms
- ✓ Over a half mile of new double track as part of the new station
- ✓ More than 200 shared parking spaces for transit users
- ✓ Multi-modal connectivity
- ✓ Pedestrian and bike friendly pathways
- ✓ Safety and security enhancements

# Broadmoor P3 Development – Budget Overview

Phase	Budget	Responsible Party
Total Project Cost Estimate	\$49,343,368	Brandywine/CapMetro
Project Budget Contribution	\$12,000,000	Brandywine
Project Budget Contribution	\$37,343,368	Capital Metro

# Broadmoor Rail Station - Timeline

## Project Timeline





CapMetro

Thank you!

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Operations, Planning and Safety Committee **Item #:** AI-2025-1409

**Agenda Date:** 5/7/2025

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**SUBJECT:**

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.

**FISCAL IMPACT:**

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

**STRATEGIC PLAN:**

**Strategic Goal Alignment:**

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

**Strategic Objectives:**

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> 1.1 Safe & Reliable Service   | <input checked="" type="checkbox"/> 1.2 High Quality Customer Experience | <input type="checkbox"/> 1.3 Accessible System               |
| <input type="checkbox"/> 2.1 Support Sustainable Regional Growth <input type="checkbox"/> 2.2 Become a Carbon Neutral Agency             |  |  |
| <input type="checkbox"/> 2.3 Responsive to Community and Customer Needs <input type="checkbox"/> 2.4 Regional Leader in Transit Planning |  |  |
| <input type="checkbox"/> 3.1 Diversity of Staff  | <input type="checkbox"/> 3.2 Employer of Choice                          | <input type="checkbox"/> 3.3 Expand Highly Skilled Workforce |
| <input type="checkbox"/> 4.1 Fiscally Responsible and Transparent  | <input type="checkbox"/> 4.2 Culture of Safety                           | <input checked="" type="checkbox"/> 4.3 State of Good Repair |

**EXPLANATION OF STRATEGIC ALIGNMENT:** Maintaining and acquiring workstation technology, such as desktops, laptops, tablets, and accessories in a state of good repair ensures stable and reliable systems as well as the productivity of employees. Having a way to respond to staff growth is critical for agency growth management.

**BUSINESS CASE:** This is a state of good repair initiative primarily to replace workstation technology that has exceeded its useful life, and to acquire new workstation technology where needs have changed, or new hire staff have started. The lifecycle of the typical workstation is four years. Each year, about one quarter of the workstations are replaced to maintain good repair. For FY2025, that will be between 250 and 300 workstations.

COMMITTEE RECOMMENDATION: This item was presented and recommended for approval at the Operations, Planning and Safety Committee meeting on May 7, 2025.

EXECUTIVE SUMMARY: This contract will provide for the acquisition of workstation technology to replace similar equipment that is past its useful life, and to acquire new workstation technology where needs have changed, or new hire staff have started. For FY2025, that will be between 250 and 300 workstations.

DBE/SBE PARTICIPATION: A 0% SBE goal was assigned to this procurement, which did not include subcontract opportunities and was purchased through a cooperative purchasing agreement.

PROCUREMENT: CapMetro will utilize the Department of Information Resources (DIR) to contract with CDW Government, LLC to supply various Workstation Technology Equipment under three DIR contracts. Two DIR contracts are held by CDW Government, LLC, Contract #DIR-CPO-5093 for IT Hardware and Services and Contract #DIR-CPO-5126 for Apple Branded Products and Services. The third DIR Contract, #DIR-TSO-4159, is held by HP, Inc. for HP Branded Products, and Services with CDW Government, LLC as an authorized reseller.

DIR awarded contracts are made available for use by Capital Metro via Title 7, Intergovernmental Relations Chapter 791, Interlocal Cooperation Contracts and The Texas Interlocal Cooperation Act. Purchases made using DIR contracts satisfy otherwise applicable competitive bidding requirements. The pricing for Workstation Technology Equipment was determined to be fair & reasonable by the DIR organization during its solicitation and award process.

The term of the contract is ninety (90) days from notice to proceed. The total amount for Workstation Technology Equipment is as follows:

Description	Not to Exceed Amount
Workstation Technology Equipment	\$542,218.00

The contract is a fixed price contract.

RESPONSIBLE DEPARTMENT: Information Technology

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

**STATE OF TEXAS  
COUNTY OF TRAVIS**

**AI-2025-1409**

WHEREAS the Capital Metropolitan Transportation Authority Board of Directors and CapMetro management endeavor to provide adequate state of good repair for the workstation infrastructure; and

WHEREAS the Capital Metropolitan Transportation Authority Board of Directors and CapMetro management recognize the need to provide continued workstation infrastructure performance, reliability, and security to its customers.

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors that the President & CEO, or her designee, is authorized 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.

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

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

Operations, Planning and Safety Committee **Item #:** AI-2025-1438

**Agenda Date:** 5/7/2025

**SUBJECT:**

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.

**FISCAL IMPACT:**

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

**STRATEGIC PLAN:**

**Strategic Goal Alignment:**

- ☒ 1. Customer      ☐ 2. Community
- ☐ 3. Workforce      ☐ 4. Organizational Effectiveness

**Strategic Objectives:**

- ☒ 1.1 Safe & Reliable Service      ☒ 1.2 High Quality Customer Experience      ☐ 1.3 Accessible System
- ☐ 2.1 Support Sustainable Regional Growth      ☐ 2.2 Become a Carbon Neutral Agency
- ☐ 2.3 Responsive to Community and Customer Needs      ☐ 2.4 Regional Leader in Transit Planning
- ☐ 3.1 Diversity of Staff      ☐ 3.2 Employer of Choice      ☐ 3.3 Expand Highly Skilled Workforce
- ☐ 4.1 Fiscally Responsible and Transparent      ☐ 4.2 Culture of Safety      ☐ 4.3 State of Good Repair

**EXPLANATION OF STRATEGIC ALIGNMENT:** While operating bus fleets, it is necessary at times to tow them to the repair facility when they fail or become unsafe to operate. Quickly removing the vehicle from the street improves the safety of both the passengers and the general public.

**BUSINESS CASE:** It is advantageous to tow a vehicle to the repair facility where the vehicle can be properly repaired with the correct tools and parts, instead of repairing vehicles on the street where proper tools and parts may not be available, traffic is impeded, and potential safety risks are created for employees and the general public.

**COMMITTEE RECOMMENDATION:** The item was presented and recommended for approval by the Operations, Planning and Safety Committee on May 7, 2025.

**EXECUTIVE SUMMARY:** Capital Metro operates a fleet of over 450 buses and 200 support vehicles. While operating these fleets, it is necessary at times to tow them to a repair facility when they fail or become unsafe to operate. It is advantageous to tow a vehicle to where the vehicle can be properly repaired with the correct tools and parts, instead of repairing vehicles on the street where proper tools and parts may not be available, traffic is impeded, and potential safety risks are created for employees and the general public.

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

**PROCUREMENT:** On March 12, 2025, an Invitation for Bids was issued and formally advertised for Towing Services. By the closing date of April 11, 2025, two (2) bids were received. In accordance with the instructions in the solicitation, award will be made to the responsive and responsible bidder with the lowest priced bid for Towing Services. ATX-VIP Towing, with an overall bid of \$492,900.00, was the lowest bidder that was determined to be both responsive and responsible. Pricing was deemed fair and reasonable based on adequate price competition and cost analysis. The contract term is one (1) year from Notice to Proceed.

**RESPONSIBLE DEPARTMENT:** Bus Operations and Maintenance Oversight

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

**STATE OF TEXAS  
COUNTY OF TRAVIS**

**AI-2025-1438**

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to provide safe and reliable service; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need to award this Towing Services contract the most responsive and responsible vendor.

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 ATX-VIP Towing for towing services over the course of one year, in a total amount not to exceed \$492,900.

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

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

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Operations, Planning and Safety Committee **Item #:** AI-2025-1439

**Agenda Date:** 5/7/2025

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**SUBJECT:**

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.

**FISCAL IMPACT:**

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

**STRATEGIC PLAN:**

**Strategic Goal Alignment:**

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

**Strategic Objectives:**

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> 1.1 Safe & Reliable Service                    | <input type="checkbox"/> 1.2 High Quality Customer Experience    | <input type="checkbox"/> 1.3 Accessible System               |
| <input type="checkbox"/> 2.1 Support Sustainable Regional Growth        | <input type="checkbox"/> 2.2 Become a Carbon Neutral Agency      |  |
| <input type="checkbox"/> 2.3 Responsive to Community and Customer Needs | <input type="checkbox"/> 2.4 Regional Leader in Transit Planning |  |
| <input type="checkbox"/> 3.1 Diversity of Staff                         | <input checked="" type="checkbox"/> 3.2 Employer of Choice       | <input type="checkbox"/> 3.3 Expand Highly Skilled Workforce |
| <input type="checkbox"/> 4.1 Fiscally Responsible and Transparent       | <input type="checkbox"/> 4.2 Culture of Safety                   | <input type="checkbox"/> 4.3 State of Good Repair            |

**EXPLANATION OF STRATEGIC ALIGNMENT:** CapMetro is committed to being an employer of choice which includes providing maintenance uniforms.

**BUSINESS CASE:** CapMetro is obligated to provide maintenance uniforms under the contracted bus operation and maintenance contract. The rental of uniforms is the fiscally prudent solution to meet that obligation.

**COMMITTEE RECOMMENDATION:** This item was presented and recommended for approval by the Operations, Planning and Safety Committee on May 7, 2025.

**EXECUTIVE SUMMARY:** As an employer of choice, CapMetro provides uniforms for vehicle, building, and facility maintenance staff, as well as the provision of winter jackets and insulated coveralls for those staff who



work outdoors, and some miscellaneous supplies such as shop towels and walk-on floor mats. Unlike operators who launder and care for their own uniforms, the nature of heavily soiled maintenance uniform cleaning is better serviced by a professional heavy duty cleaning service. This contract will provide maintenance uniform needs for the next three years.

**DBE/SBE PARTICIPATION:** A 0% SBE goal was assigned to this procurement, which did not include subcontract opportunities and was purchased through a cooperative purchasing agreement.

**PROCUREMENT:** CapMetro will utilize BuyBoard cooperative, Contract No. 670-22, held by Unifirst Corp, for Uniform, Mats, and Towel Services, to provide rental and laundering of Maintenance Uniforms, Mats, and Shop Towels.

BuyBoard 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 BuyBoard contracts satisfy otherwise applicable competitive bidding requirements. Pricing for rental and laundering of maintenance uniforms, mats, and shop towels was determined to be fair & reasonable by the BuyBoard organization during its solicitation and award process.

The contract is an indefinite quantity, indefinite delivery contract, for three years starting on the date of the notice to proceed. The following is the total not to exceed amount per year:

Description	Not-To-Exceed Amount
Year 1 Maintenance Uniforms, Mats, and Shop Towels	\$344,216.60
Year 2 Maintenance Uniforms, Mats, and Shop Towels	\$361,129.60
Year 3 Maintenance Uniforms, Mats, and Shop Towels	\$376,698.40
Grand Total	\$1,082,044.60

**RESPONSIBLE DEPARTMENT:** Bus Operations and Maintenance

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

**STATE OF TEXAS  
COUNTY OF TRAVIS**

**AI-2025-1439**

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and CapMetro management endeavors to be an employer of choice by providing uniform rental and cleaning services to maintenance employees.

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 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.

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

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

Operations, Planning and Safety Committee **Item #:** AI-2025-1378

**Agenda Date:** 5/7/2025

**SUBJECT:**

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.

**FISCAL IMPACT:**

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

**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 |

**Strategic Objectives:**

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> 1.1 Safe & Reliable Service                               | <input checked="" type="checkbox"/> 1.2 High Quality Customer Experience    | <input type="checkbox"/> 1.3 Accessible System               |
| <input checked="" type="checkbox"/> 2.1 Support Sustainable Regional Growth        | <input type="checkbox"/> 2.2 Become a Carbon Neutral Agency                 |  |
| <input checked="" type="checkbox"/> 2.3 Responsive to Community and Customer Needs | <input checked="" type="checkbox"/> 2.4 Regional Leader in Transit Planning |  |
| <input type="checkbox"/> 3.1 Diversity of Staff                                    | <input type="checkbox"/> 3.2 Employer of Choice                             | <input type="checkbox"/> 3.3 Expand Highly Skilled Workforce |
| <input type="checkbox"/> 4.1 Fiscally Responsible and Transparent                  | <input type="checkbox"/> 4.2 Culture of Safety                              | <input type="checkbox"/> 4.3 State of Good Repair            |

**EXPLANATION OF STRATEGIC ALIGNMENT:** Environmental Engineering and Planning Services are required to provide consultant Environmental Services to CapMetro to purchase real property in fee simple, easements, and rights-of-way within the next five (5) years for the purpose of constructing transit facilities, creating Transit-Oriented Developments, putting into service Rapid Bus operations, and expanding Commuter Rail all within the context of the Five-Year Service Plan. It is reasonable to expect recurring needs for Environmental Services and task order contracts offer the most efficient and cost-effective option to respond to such needs.

**BUSINESS CASE:** Task order contracts allow CapMetro to have a qualified group of consultants to perform a specific type of recurring work in a timely manner to meet the project and operational needs of the Agency.

The funds for these services are included in the approved FY 2025 operating and capital budgets and will be requested in subsequent fiscal year operating and capital budgets.

COMMITTEE RECOMMENDATION: This item was presented and recommended for approval at the Operations, Planning and Safety Committee meeting on May 7, 2025.

EXECUTIVE SUMMARY: CapMetro requires Environmental Services for the purchase, sale or lease of real property, easements, rights of way and railroad corridors. These services are also required for environmental clearance for capital construction projects. Staff reasonably expect 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. Through these Environmental Services contracts, CapMetro will secure the services of professional and credentialed appraisers and other related Environmental Services professionals to complete budgeted operating and capital projects during the contract term.

DBE/SBE PARTICIPATION: A 6% DBE goal was assigned to this procurement. The contractors committed to the following DBE participation percentage which will be monitored during the term of the contract:

- AECOM Technical Services- 11%,
- Baer Engineering and Environmental Consulting Inc. - 6%,
- Freese and Nichols, Inc. - 7.5%,
- LJA Environmental Services, LLC - 8%, and
- Michael Baker International, Inc. - 9%.

PROCUREMENT: On December 19, 2024 a request for Statements of Qualifications was issued and formally advertised. By the closing date of February 3, 2025, five (5) submittals were received. The evaluation team used the following factors in the evaluation of submittals:

(1) Qualifications, experience, and demonstrated past performance of the applicant's firm, on projects of a similar size, scope and complexity and nature. Qualified applicants must have a background in one or more of the environmental engineering services requested, and experience with all applicable local, state and federal regulations. Applicants must provide information to demonstrate the firm's experience and qualifications in the category of services, and be eligible for participation in Federal Funded projects, programs or activities. Service experience should include, but not limited to, NEPA Documentation, Phase I and II Environmental Site Assessments, and Site Development Permitting.

(2) Qualifications and experience of key professional staff, Geologists, Scientists, Engineers, GIS Analysts, and any subcontractors, to include if degreed and number of years of experience. The capabilities of the proposed project personnel, and any subcontractors, on projects of a similar size, scope, complexity and nature. Experience to include planning, evaluation, design, remediation and compliance with activities related to environmental services. Project personnel's relevant industry, government agency experience and Federal and State experience, is preferred. Designated project personnel, who are licensed to practice in the State of

Texas, must have a license in good standing.

(3) Quality and completeness of response to SOQ. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, including references from previous clients, and financial and technical resources. Service past performance may include record keeping, permitting activities, and coordination efforts with other municipalities or government agencies.

The submittals from AECOM Technical Services, Baer Engineering and Environmental Consulting, Inc, Freese and Nichols, Inc, LJA Environmental Services, LLC, and Michael Baker International, Inc were rated highest, all factors considered. CapMetro will negotiate and finalize pricing based on cost and market evaluation of the hourly rates, overhead, and profit for similar services. The contracts are indefinite-quantity- delivery task order contracts. The term is a base period of two (2) years from the Notice of Award, with three (3) option periods of 12 months each, not to exceed price of \$1,450,000 for all five (5) contracts.

RESPONSIBLE DEPARTMENT: Real Estate

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

**STATE OF TEXAS  
COUNTY OF TRAVIS**

**AI-2025-1378**

WHEREAS, the Capital Metropolitan Board of Directors and Capital Metro management endeavor to pursue the improvement of transportation and operational infrastructure; and

WHEREAS, the Capital Metropolitan Board of Directors and Capital Metro management recognize the need for multiple award Environmental Services task order contracts to allow agency staff to respond to organizational needs.

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors approves 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.

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

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

Operations, Planning and Safety Committee **Item #:** AI-2025-1451

**Agenda Date:** 5/7/2025

**SUBJECT:**

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. 5<sup>th</sup> Street, plus exterior improvements, for a total amount not to exceed \$16,431,148, which includes a 20% contingency.

**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 type="checkbox"/> 3. Workforce | <input checked="" type="checkbox"/> 4. Organizational Effectiveness |

**Strategic Objectives:**

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> 1.1 Safe & Reliable Service                         | <input type="checkbox"/> 1.2 High Quality Customer Experience    | <input type="checkbox"/> 1.3 Accessible System                          |
| <input type="checkbox"/> 2.1 Support Sustainable Regional Growth             | <input type="checkbox"/> 2.2 Become a Carbon Neutral Agency      |   |
| <input type="checkbox"/> 2.3 Responsive to Community and Customer Needs      | <input type="checkbox"/> 2.4 Regional Leader in Transit Planning |   |
| <input type="checkbox"/> 3.1 Diversity of Staff                              | <input checked="" type="checkbox"/> 3.2 Employer of Choice       | <input checked="" type="checkbox"/> 3.3 Expand Highly Skilled Workforce |
| <input checked="" type="checkbox"/> 4.1 Fiscally Responsible and Transparent | <input type="checkbox"/> 4.2 Culture of Safety                   | <input type="checkbox"/> 4.3 State of Good Repair                       |

**EXPLANATION OF STRATEGIC ALIGNMENT:** This agenda item aligns with developing new administrative facilities to support the needs and growth of the agency.

**BUSINESS CASE:** In 2023, CapMetro acquired a new building at 3100 E. 5<sup>th</sup> Street planned as the agency's new administrative headquarters. This facility will accommodate the agency's current space needs plus space for future growth in support of the agency's role as a regional transit leader for the community. This construction project allows agency staff to move into a CapMetro owned facility thereby foregoing the need to lease office space elsewhere. The administrative facility will include sustainability features, provide for collaboration space among departments, and provide enhanced aesthetics thereby retaining and attracting a highly skilled workforce. The project includes ADA requirements ensuring accessibility for both employees and visitors.

Funding for this action is in the current FY2025 and proposed FY26 Capital Budgets.

**COMMITTEE RECOMMENDATION:** This item will be presented and recommended for approval at the Operations, Planning and Safety Committee meeting on May 7, 2025.

**EXECUTIVE SUMMARY:** In 2023, Capital Metro acquired a new building at 3100 E. 5th Street planned as the agency's new administrative headquarters. The existing building is primarily "core & shell" condition which requires build-out for the offices, conference rooms, work areas, breakrooms, new Board Room, Community Room, walls, ceilings, lighting, HVAC, finishes, flooring, etc. This resolution is for the approval of the construction contract necessary to complete this build-out for approximately 64,400 square feet located on the First and Second Floors ("Phase 1A & 2"). This construction contract also includes miscellaneous exterior improvements such as a new dumpster enclosure and exterior stairs & ramp. The third floor is currently under construction as approved by a previous Board Action and is not associated with this construction contract.

**DBE/SBE PARTICIPATION:** A 9% SBE goal was placed on the solicitation. The awarded vendor has committed to 19.5% SBE participation and will be tracked during the term of the contract.

**PROCUREMENT:** This procurement was conducted in accordance with the Competitive Sealed Proposal Method in Texas Government Code Title 10, Subtitle F, Chapter 2269, Subchapter D. On December 19, 2024, a Request for Proposal was issued and formally advertised. Three (3) proposals were received by the closing date of February 28, 2025. All three (3) proposals were evaluated, rated, and ranked based on the following technical evaluation criteria: (1) The offeror's demonstrated understanding of the project undertaking as demonstrated by the proposed work plan, project challenges/risks, innovative solutions, and the technical approach to complete the work. Strategy to coordinate concurrent on-site work activities/logistics with the separate construction contractor for Phase 1 (3<sup>rd</sup> Floor); (2) Qualifications, experience, and capabilities of the proposed project personnel, identification of self-performed trades, and key subcontractors, on projects of a similar size, scope, complexity and nature, including the IT/Security vendors; (3) Commitment, ability, knowledge to complete the project within the specified timeframe, as demonstrated by a preliminary schedule. Strategy to streamline and optimize the construction schedule; and (4) The offeror's demonstrated past performance. Based on the weighted evaluation criteria, the proposal from Trimbuilt Construction, Inc. is determined to represent the best value to the Authority, price and other factors considered. The total contract award amount is \$13,692,623, plus \$2,738,525, representing 20% contingency, for a total amount not to exceed \$16,431,148.

**RESPONSIBLE DEPARTMENT:** Capital Construction, Engineering & Design



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

**STATE OF TEXAS  
COUNTY OF TRAVIS**

**AI-2025-1451**

WHEREAS, in 2023, Capital Metro acquired a new building at 3100 E. 5th Street planned as the agency's new administrative headquarters to reduce the reliance on leased office space, and

WHEREAS, the new building is primarily a "core & shell" condition and requires construction prior to CapMetro occupying and utilizing the space as intended.

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 Trimbuilt Construction, Inc. for construction of the first and second floors (Phase 1A & 2) of 3100 E. 5<sup>th</sup> Street, plus exterior improvements, for a total amount not to exceed \$16,431,148, which includes a 20% contingency.

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

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

Operations, Planning and Safety Committee **Item #:** AI-2025-1468

**Agenda Date:** 5/7/2025

**SUBJECT:**

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.

**FISCAL IMPACT:**

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

**STRATEGIC PLAN:**

**Strategic Goal Alignment:**

- ☒ 1. Customer      ☐ 2. Community  
☐ 3. Workforce      ☒ 4. Organizational Effectiveness

**Strategic Objectives:**

- ☒ 1.1 Safe & Reliable Service      ☐ 1.2 High Quality Customer Experience      ☐ 1.3 Accessible System  
☐ 2.1 Support Sustainable Regional Growth      ☐ 2.2 Become a Carbon Neutral Agency  
☐ 2.3 Responsive to Community and Customer Needs      ☐ 2.4 Regional Leader in Transit Planning  
☐ 3.1 Diversity of Staff      ☐ 3.2 Employer of Choice      ☐ 3.3 Expand Highly Skilled Workforce  
☒ 4.1 Fiscally Responsible and Transparent      ☐ 4.2 Culture of Safety      ☐ 4.3 State of Good Repair

**EXPLANATION OF STRATEGIC ALIGNMENT:**

This agenda item aligns with maintaining a safe working environment and supporting the needs and growth of the agency.

**BUSINESS CASE:** CapMetro owns an existing Red Line commuter train maintenance facility located at 9315 McNeil Road, referred to as the North Operations Base. CapMetro is procuring the services of a general contractor to construct an extension of an existing warehouse, extend trackwork, and install a backup generator as needed for improved maintenance and storage functions. These improvements are needed to meet the required maintenance needs which support the Red Line commuter rail service to the public. Funding for this action is included in the FY2025 and proposed FY2026 Capital Budgets.

COMMITTEE RECOMMENDATION: This item was presented and recommended for approval at the Operations, Planning and Safety Committee meeting on May 7, 2025.

**EXECUTIVE SUMMARY:**

CapMetro owns an existing Red Line commuter train maintenance facility located at 9315 McNeil Road, referred to as the North Operations Base. This construction contract includes a 2400 SF extension of the warehouse for additional storage of parts and materials, a 40-foot trackwork extension to store DMU wheel sets and allow extra space for DMU trains, plus a backup generator to provide resiliency for repairs and maintenance work if utility power is not available.

DBE/SBE PARTICIPATION: A 10% SBE goal was placed on the solicitation. The awarded vendor has committed to 0% SBE participation. Good Faith Effort was submitted by the Contractor of their attempt to solicit SBEs.

PROCUREMENT: G. Hyatt Construction, Inc. submitted the lowest bid and was deemed responsive and responsible to the solicitation requirements. G. Hyatt Construction, Inc. submitted all the required documents with their bid, which was received prior to the established date and time for the receipt of bids. Customer references were checked and revealed a highly favorable performance record. A financial analysis was conducted revealing no financial concerns, reflecting that the firm has the adequate financial resources and capacity to conduct the work. G. Hyatt Construction, Inc. is not debarred on the Federal or State Debarred vendor lists. The price was determined to be fair and reasonable based on adequate competition and price analysis. This will be a fixed price contract for a total contract award amount of \$1,901,780.

RESPONSIBLE DEPARTMENT: Capital Construction, Engineering & Design

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

**STATE OF TEXAS  
COUNTY OF TRAVIS**

**AI-2025-1468**

WHEREAS, CapMetro owns an existing commuter rail operations and maintenance facility located at 9315 McNeil Road, and

WHEREAS, the proposed construction improvements and modifications are needed to meet the required maintenance needs which support the Red Line commuter rail service to the public,

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 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.

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

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



# Capital Metropolitan Transportation Authority

2910 East 5th Street  
Austin, TX 78702

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Finance, Audit and Administration Committee

**Item #:** AI-2025-1456

**Agenda Date:** 5/7/2025

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FY2026 Proposed Budget Calendar



# FY2026 Budget Development Calendar

Board Committees 5/7/2025

# FY2026 Budget Development Calendar

- Feb 6 Operating and Capital Budget kick-off meeting with departments
- Apr 23 Capital and Operating Budget requests received from departments
- May 7 Board Committees review proposed budget calendar
- Jun 4 Initial review with Access Advisory Committee
- Jun 11 Initial review with Customer Satisfaction Advisory Committee
- Jun 23 Board of Directors initial review and discussion
- Jun 27 Initial review with Public Safety Advisory Committee
- Jul 16 Budget proposal presented to Board Committees
- Jul 28 Budget proposal presented to Board of Directors

# FY2026 Budget Community Engagement

- Aug 6 Presentation to Access Advisory Committee
- Aug 13 Update Board Committees
- Aug 13 Presentation to Customer Satisfaction Advisory Committee
- Aug 22 Presentation to Public Safety Advisory Committee
- Aug 22 Proposed budget document is published online
- Aug 25-29 Budget public outreach and webinar
- Sep 10 Update Board Committees
- Sep 10 Public hearing on proposed budget and capital improvement plan
- Sep 22 Board of Directors considers budget proposal for adoption



# FY2026 Budget Development Calendar

- Early Oct    Approved budget is posted online
- Early Dec    Approved budget document submitted for consideration by the Government Finance Officers Association –  
“Distinguished Budget Presentation” recognition

CapMetro

Thank you!



# Capital Metropolitan Transportation Authority

2910 East 5th Street  
Austin, TX 78702

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Operations, Planning and Safety Committee **Item #:** AI-2025-1471

**Agenda Date:** 5/7/2025

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Executive Operations, Planning and Safety Update - May 2025

*Update on key performance indicators, transit police update, personnel changes, communications and public outreach.*



# Capital Metropolitan Transportation Authority

2910 East 5th Street  
Austin, TX 78702

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Board of Directors

**Item #:** AI-2025-1488

**Agenda Date:** 5/7/2025

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

**To:** CapMetro Board of Directors  
**From:** Patricia E. Vidaurri, Director of Performance and Strategic Initiatives  
**Date:** May 2, 2025  
**Subject:** Q2 Fiscal Year 2025 Performance Update

The purpose of this memo is to fulfill CapMetro's commitment to providing quarterly agency performance updates to the Board of Directors as a complement to the publicly available dashboards, quarterly financial reports, and standing administrative and operational updates at monthly board and committee meetings.

This memo outlines the agency's performance during the second quarter of the fiscal year (FY) 2025. Staff will discuss Q2 performance during the Operations, Performance and Safety and Finance Board Committee meetings in May. Topics will include a deeper dive into agency performance and our successes, opportunities, and actions.

A correction has been made to the passenger injury target for Rail and Demand Response service. In the Q1 2025 performance memo, staff incorrectly identified the target as .25 injuries/100,000 passengers when the accurate target was 2.5 injuries/100,000 passengers.

In response to requests from the Board of Directors, two new features have been added to this memo:

- 1) A target line has been added to the charts for the FY2025 Performance Scorecard metrics.
- 2) Three new service effectiveness and efficiency metrics have been added:
  - Riders Per Hour (by mode)
  - Cost Per Rider
  - Cost Per Vehicle Hour

These are defined and reported on in the Additional Metrics section, beginning on page 15.

Staff will continue to evaluate our reporting to ensure our performance metrics are aligned with our agency's customer, community, workforce, and organizational effectiveness goals. If you have any questions regarding this memo, please feel free to contact me.

# FY2025 Q2 FYTD Performance Scorecard

The Performance Scorecard reflects CapMetro's performance through Q2 FY2025.

Performance Measure	FY2024 FYTD	FY2025 FYTD	FY2025 FYTD Target	% to Target	FYTD YoY Change	FY2025 Full Year Target
Ridership						
Total Ridership	12,609,576	13,030,943	13,252,664	98%	3%	27,459,113
CapMetro Bus, Rapid, and Express	12,070,509	12,444,931	12,649,893	98%	3%	25,660,687
CapMetro Rail	265,224	286,877	298,642	96%	8%	610,327
CapMetro Access	273,870	299,154	281,538	106%	9%	588,429
Pickup	234,472	274,197	274,801	100%	17%	599,670
On-Time Performance						
CapMetro Bus, Rapid, and Express	79.5%	78.1%	83%	94%	-2%	83%
CapMetro Rail	96.4%	90.7%	96%	94%	-6%	96%
CapMetro Access	95.1%	91.7%	92%	100%	-4%	92%
Pickup*	70.2%	57.0%	92%	62%	-19%	92%
Mean Distance Between Failures (in miles)						
CapMetro Bus, Rapid, and Express	3,735	4,855	5,500	88%	30%	5,500
CapMetro Rail	8,362	3,957	15,000	26%	-53%	15,000
CapMetro Access	10,803	11,978	20,000	60%	11%	20,000
Safety – Preventable Vehicle Collisions per 100,000 miles						
CapMetro Bus, Rapid, and Express	3.54	3.47	2.80	81%	-2%	2.80
CapMetro Rail	0.87	1.43	1.04	73%	64%	1.04
CapMetro Access & Pickup	1.71	1.66	1.70	102%	-3%	1.70
Safety – Passenger Injuries per 100,000 passengers						
CapMetro Bus, Rapid, and Express	0.37	0.31	0.35	113%	-16%	0.35
CapMetro Rail	0.00	0.00	2.5	100%	0%	2.5
CapMetro Access & Pickup	0.85	1.65	2.5	152%	94%	2.5
Lost Time (Bus)	5.5%	4.3%	1.5%	35%	-22%	1.5%
Customer Satisfaction Survey	This metric is assessed annually.					85%
Employee Turnover (CapMetro Staff)	This metric is assessed annually.					18%
Financial Performance						
Operating Expenditures as % of Budget	44.4%	47.6%	49.9%	95%	7%	90%-100%
Capital Expenditures as % of Budget	9.8%	27.0%	49.4%	55%	176%	80%-100%
Disadvantaged Business Enterprise (DBE) Utilization	This metric is assessed annually.					22.5%
Small Business Enterprise (SBE) Commitments	This metric is assessed annually.					22.5%

\*The reliability metric for Pickup is currently being evaluated by CapMetro staff.

# FY2025 Q2 FYTD Performance Scorecard Details

## Ridership

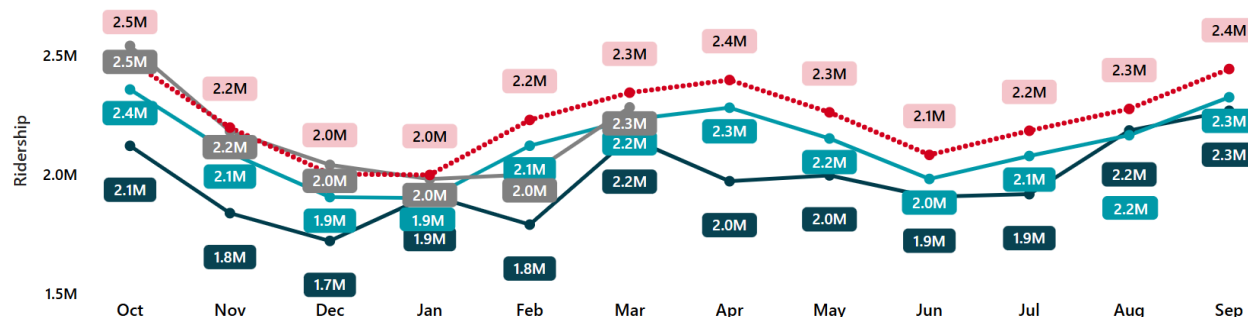
Ridership is the number of passengers utilizing transit service, measured on entrance to and exit from the vehicle. Using automatic passenger counters (APCs), passengers are counted each time they board no matter how many vehicles they use to travel from their origin to their destination.

System-wide ridership increased to 13.0 million total boardings as of Q2 FY2025. It reached 98% of the FY2025 goal (13.3 million) and increased 3% compared to the same period in Q2 FY2024 (12.6 million). Growth was driven by strong performance across all services, including CapMetro Bus, Rapid, and Express, CapMetro Rail, CapMetro Access, and CapMetro Pickup.

- CapMetro Bus, Rapid, and Express ridership was 12.4 million as of Q2 FY2025. This was 3% higher than Q2 FY2024 (12.1 million) and 98% of the FY2025 goal (12.6 million).
- CapMetro Rail ridership was 286.9k as of Q2 FY2025. This was 8% higher than Q2 FY2024 (265.2k) and 96% of the FY2025 goal (298.6k).
- CapMetro Access ridership was 299.1k as of Q2 FY2025. This was 9% higher than Q2 FY2024 (273.8k) and met the FY2025 goal (281.5k).
- CapMetro Pickup ridership was 274.2k as of Q2 FY2025. This was 17% higher than Q2 FY2024 (234.5k) and 99.8% of the FY2025 goal (274.8k).

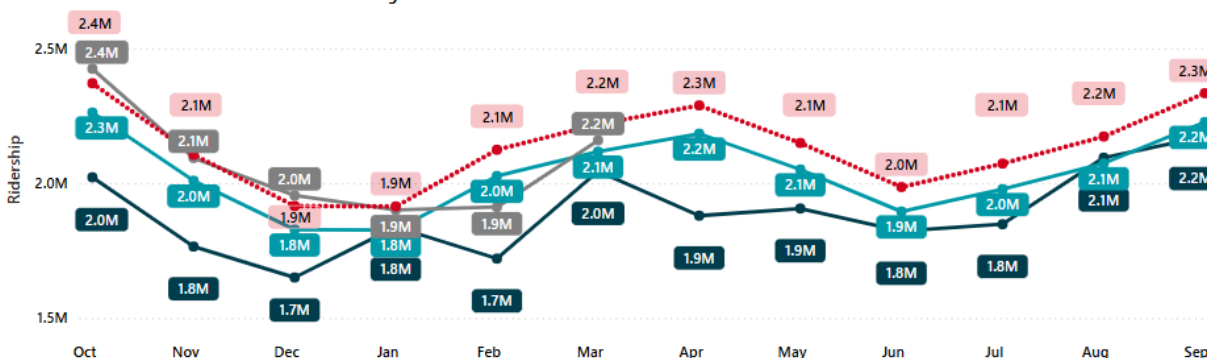
## System-Wide Ridership

FISCAL YEAR ● 2023 ● 2024 ● 2025 ● FY2025 Target



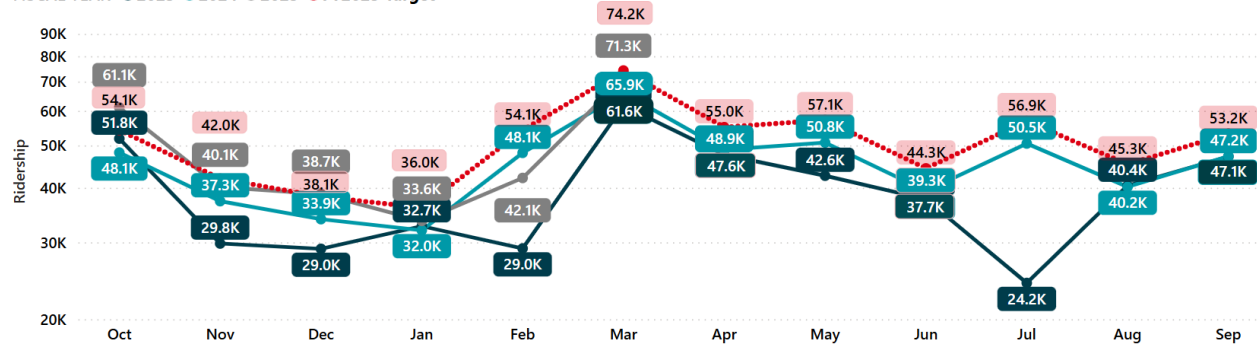
## CapMetro Bus, Rapid, and Express Ridership

FISCAL YEAR ● 2023 ● 2024 ● 2025 ● FY2025 Target



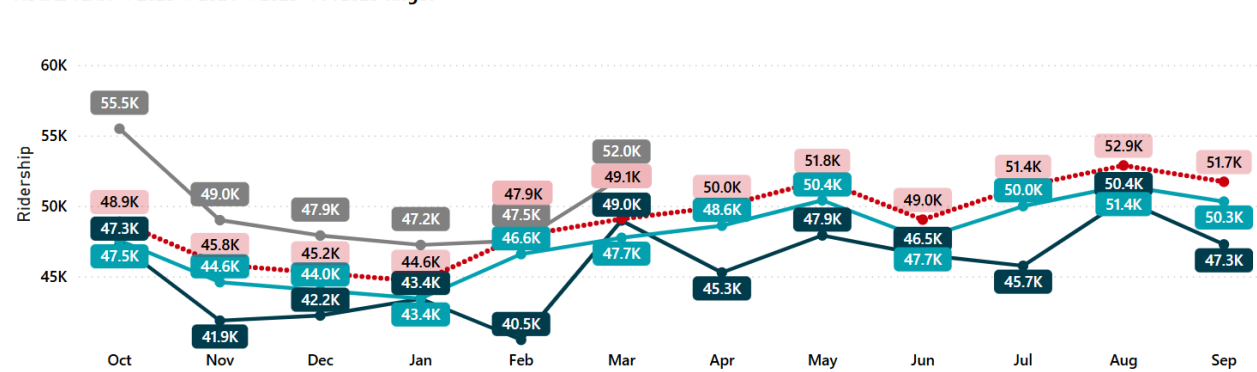
## CapMetro Rail Ridership

FISCAL YEAR ● 2023 ● 2024 ● 2025 ● FY2025 Target



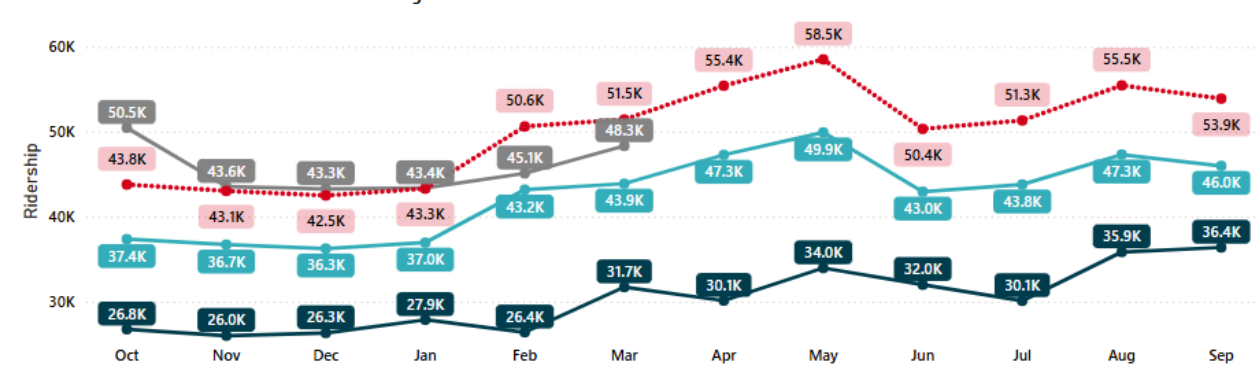
## CapMetro Access Ridership

FISCAL YEAR ● 2023 ● 2024 ● 2025 ● FY2025 Target



## CapMetro Pickup Ridership

FISCAL YEAR ● 2023 ● 2024 ● 2025 ● FY2025 Target





## On-Time Performance

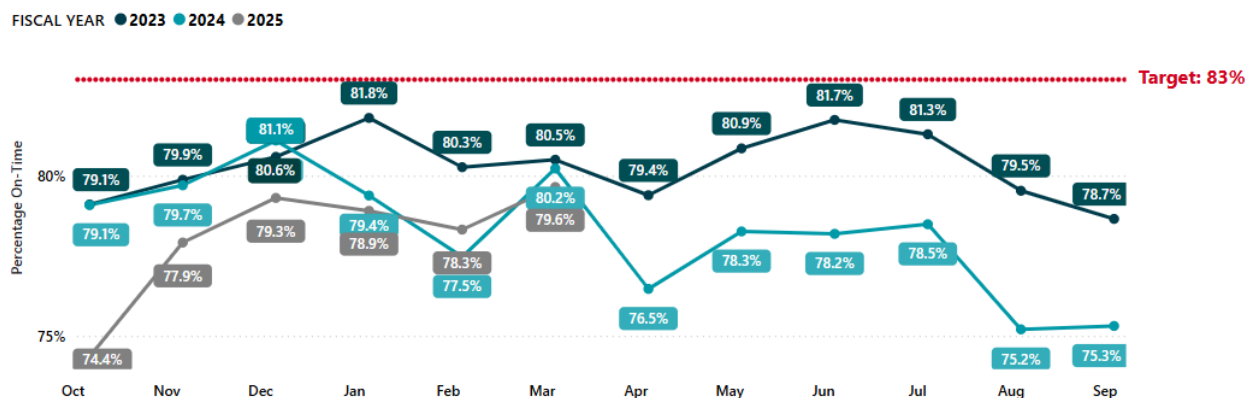
The definition of on-time performance (OTP) varies by mode. For Bus, Express, and Rail, OTP is the percentage of actual departure times that are less than six minutes late and not prior to scheduled departure times. For Rapid lines operating on a headway-based schedule, OTP is the percentage of actual departure times that are less than five minutes or 50 percent of the headway, whichever is less, than the preceding bus. For Access service, OTP is the percentage of vehicles arriving within 15 minutes of the negotiated pick-up time.

For Pickup service, OTP was initially defined as the percentage of trips arriving within 15 minutes of trip request. Despite consistently not meeting the goal, customer ratings for Pickup remain high. Alternative OTP measures for Pickup are being evaluated by CapMetro staff to ensure closer alignment with customer experience.

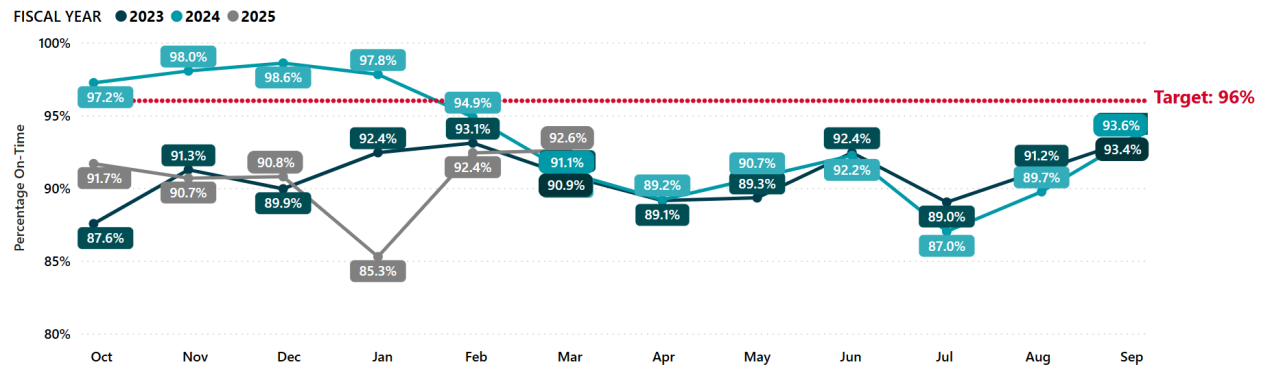
On-time performance as of Q2 FY2025 was lower than the same period in FY2024 for each service mode. A higher percentage indicates better performance.

- The on-time performance for CapMetro Bus, Rapid, and Express was 78.1% as of Q2 FY2025. This was 2% lower than Q2 FY2024 (79.5%) and 94% of the FY2025 goal (83%).
- The on-time performance for CapMetro Rail was 90.7% as of Q2 FY2025. This was 6% lower than Q2 FY2024 (96.4%) and 94% of the FY2025 goal (96%).
- The on-time performance for CapMetro Access was 91.7% as of Q2 FY2025. This was 4% lower than Q2 FY2024 (95.1%) and met the FY2025 goal (92%).
- The on-time performance for CapMetro Pickup was 57.0% as of Q2 FY2025. This was 19% lower than Q2 FY2024 (70.2%) and 62% of the FY2025 goal (92%).

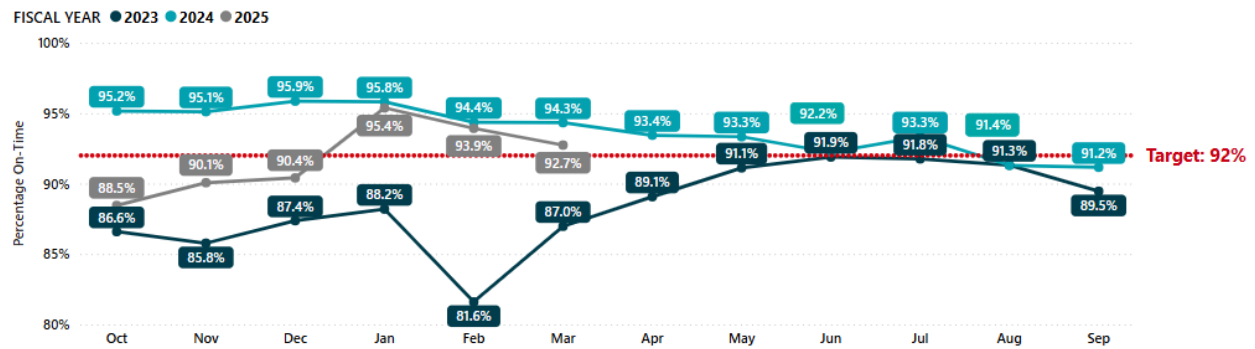
## CapMetro Bus, Rapid, and Express On-Time Performance



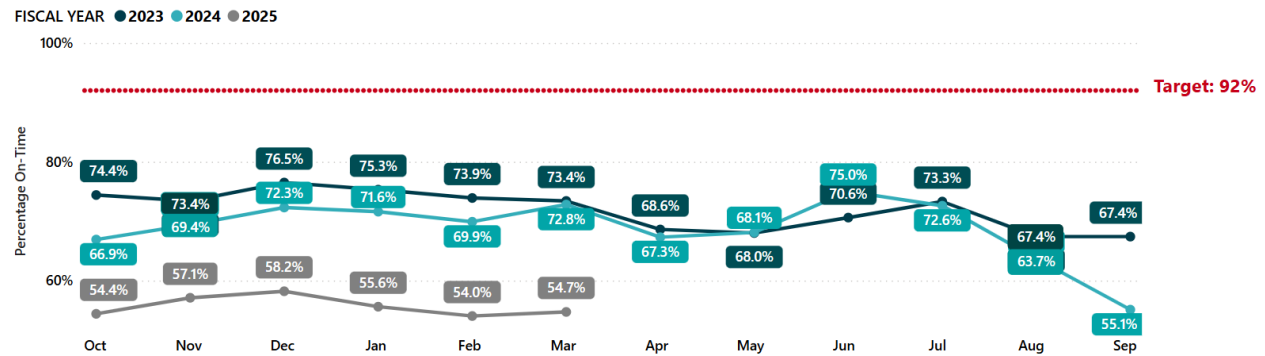
## CapMetro Rail On-Time Performance



## CapMetro Access On-Time Performance



## CapMetro Pickup On-Time Performance



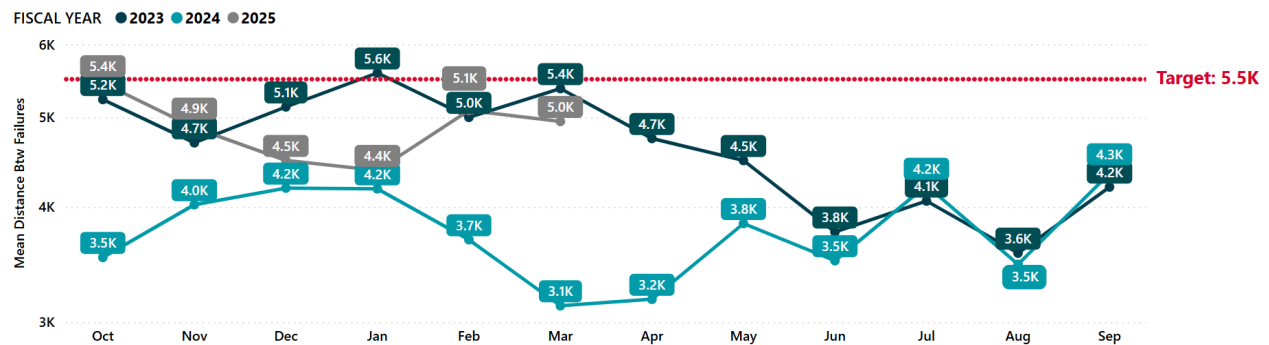
## Mean Distance Between Failures

Mean Distance Between Failures (MDBF) is a reliability metric that measures the mean number of miles traveled between the failure of a mechanical element that prevents the vehicle from completing a scheduled revenue trip or starting the next scheduled revenue trip. It is calculated by dividing the total miles by the number of chargeable road calls for CapMetro Bus, Rapid, and Express, and CapMetro Access, or by the number of mechanical failures for CapMetro Rail.

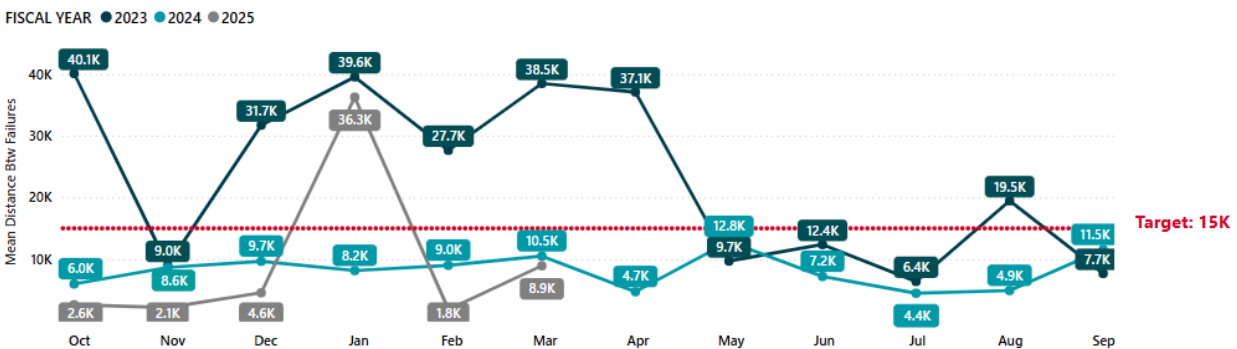
Mean Distance Between Failures performance as of Q2 FY2025 improved year-over-year for CapMetro Bus, Rapid, and Express, and CapMetro Access, but declined for CapMetro Rail. A higher MDBF number indicates better performance.

- The MDBF for CapMetro Bus, Rapid, and Express was 4,855 as of Q2 FY2025. This was 30% higher than Q2 FY2024 (3,735) and 88% of the FY2025 goal (5,500).
- The MDBF for CapMetro Rail was 3,957 as of Q2 FY2025. This was 53% lower than Q2 FY2024 (8,362) and 26% of the FY2025 goal (15,000).
- The MDBF for CapMetro Access was 11,978 in Q2 FY2025. This was 11% higher than Q2 FY2024 (10,803), and 60% of the FY2025 goal (20,000).

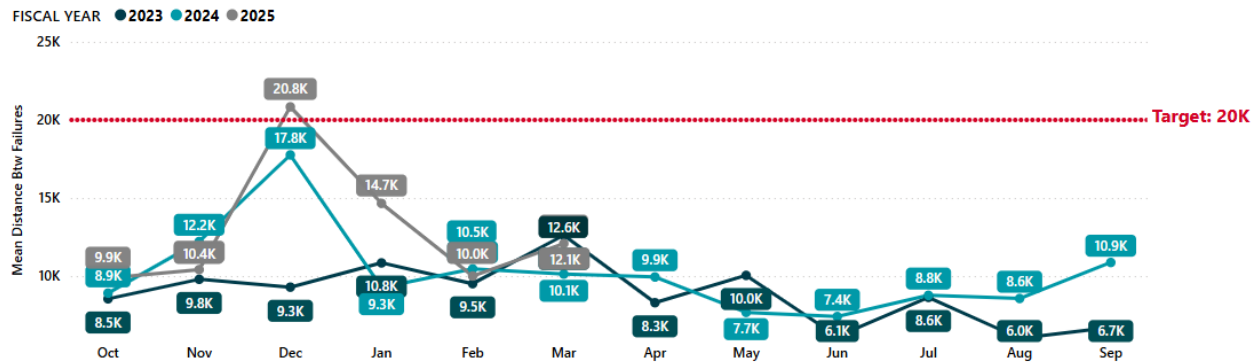
### CapMetro Bus, Rapid, and Express Mean Distance Between Failures



### CapMetro Rail Mean Distance Between Failures



## CapMetro Access Mean Distance Between Failures

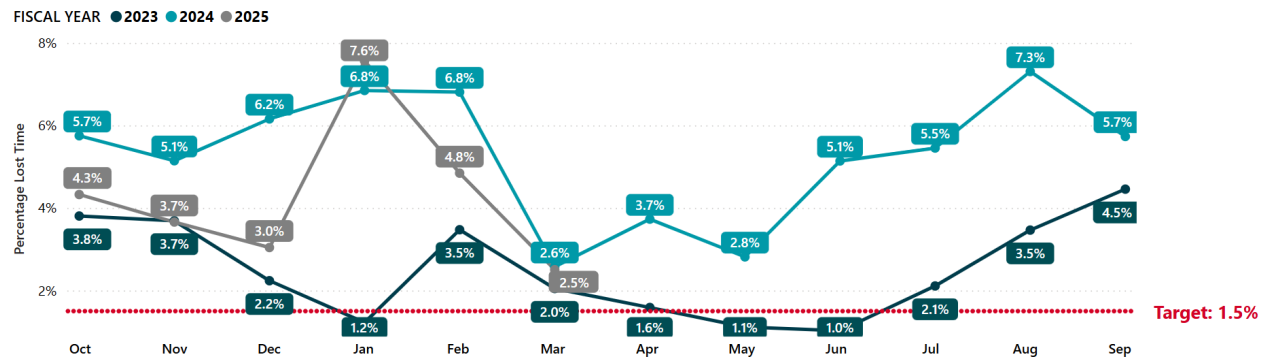


## Lost Time

Lost time is the percentage of revenue service hours for CapMetro Bus, Rapid, and Express that are scheduled but not operated. It is calculated by subtracting Actual Bus Revenue Hours from Scheduled Bus Revenue Hours, then dividing the result by Scheduled Bus Revenue Hours to determine the proportion of scheduled service that was not operated. A lower percentage indicates better performance.

The CapMetro Bus, Rapid, and Express lost time performance was 4.3% as of Q2 FY2025. This was 22% lower than Q2 FY2024 (5.5%) and 35% of the FY2025 goal (1.5%).

## CapMetro Bus, Rapid, and Express Lost Time



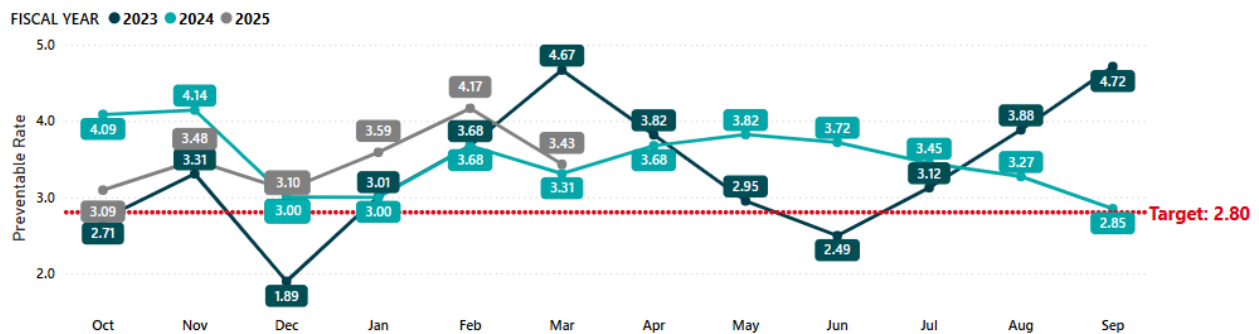
## Safety – Preventable Vehicle Collisions per 100,000 Miles

The National Safety Council defines a preventable collision as a collision in which the driver failed to do everything reasonable to avoid it. It measures how often preventable collisions occur relative to miles driven. It is calculated by dividing the total number of preventable collisions by the total miles and then scaling the result to 100,000 miles for standard comparison.

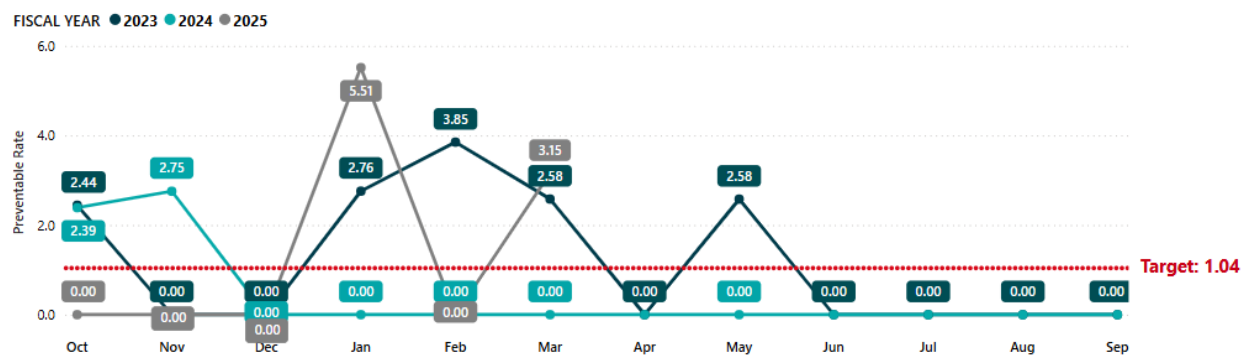
Preventable vehicle collision performance as of Q2 FY2025 improved year-over-year for CapMetro Bus, Rapid, and Express, and CapMetro Access and Pickup, but declined for CapMetro Rail. CapMetro Access and Pickup met the FY2025 goal. A lower rate indicates better performance.

- For CapMetro Bus, Rapid, and Express, the preventable vehicle collision rate was 3.47 as of Q2 FY2025. This was 2% lower than Q2 FY2024 (3.54) and did not meet the FY2025 goal (2.80).
- For CapMetro Rail, the preventable vehicle collision rate was 1.43 as of Q2 FY2025. This was 64% higher than Q2 FY2024 (0.87) and did not meet the FY2025 goal (1.04).
- For CapMetro Access and Pickup, the preventable vehicle collision rate was 1.66 as of Q2 FY2025. This was 3% lower than Q2 FY2024 (1.71) and met the FY2025 goal (1.70).

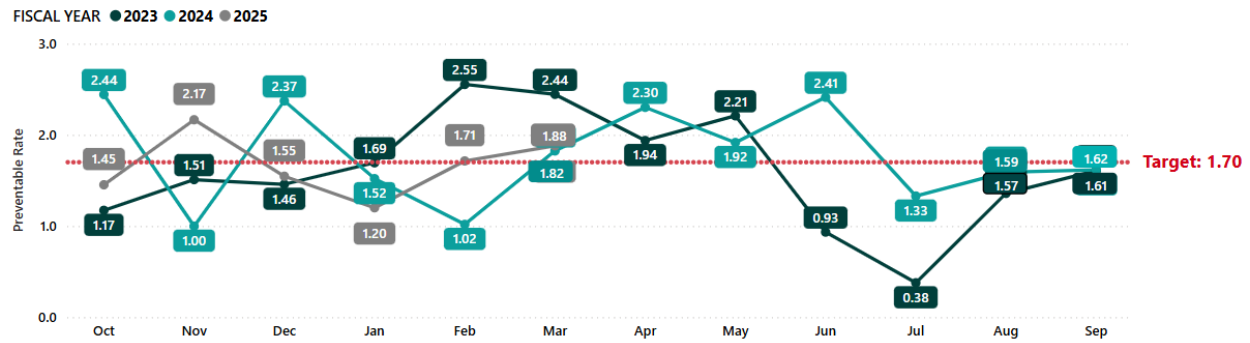
### CapMetro Bus, Rapid, and Express Preventable Vehicle Collisions per 100,000 Miles



### CapMetro Rail Preventable Vehicle Collisions per 100,000 Miles



## CapMetro Access and Pickup Preventable Vehicle Collisions per 100,000 Miles



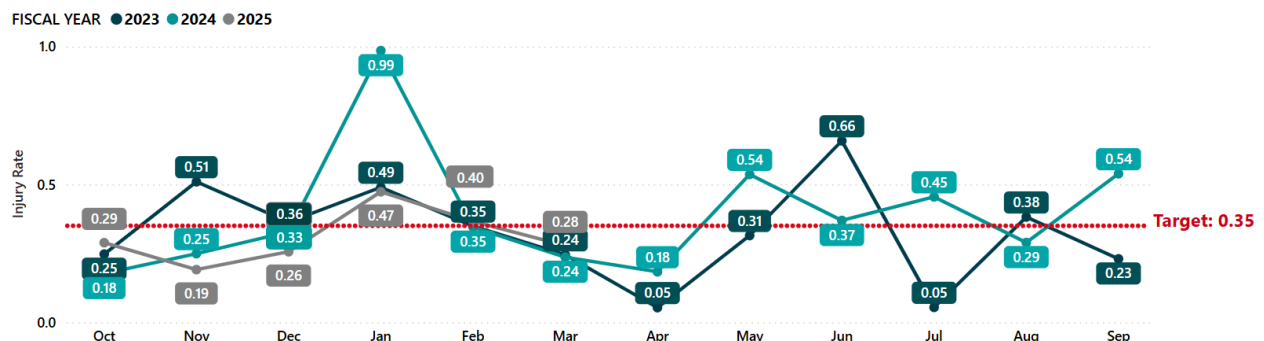
## Safety – Passenger Injuries NTD Rates

The National Transit Database (NTD) defines injury as any harm to persons as a result of an event that requires immediate medical attention away from the scene. It does not include harm resulting from a drug overdose, exposure to the elements, illness, natural causes, or occupational safety events occurring in administrative buildings. It measures the rate of passenger injuries relative to total ridership. It is calculated by dividing the total number of passenger injuries by the total ridership and then scaling the result to 100,000 for standard comparison.

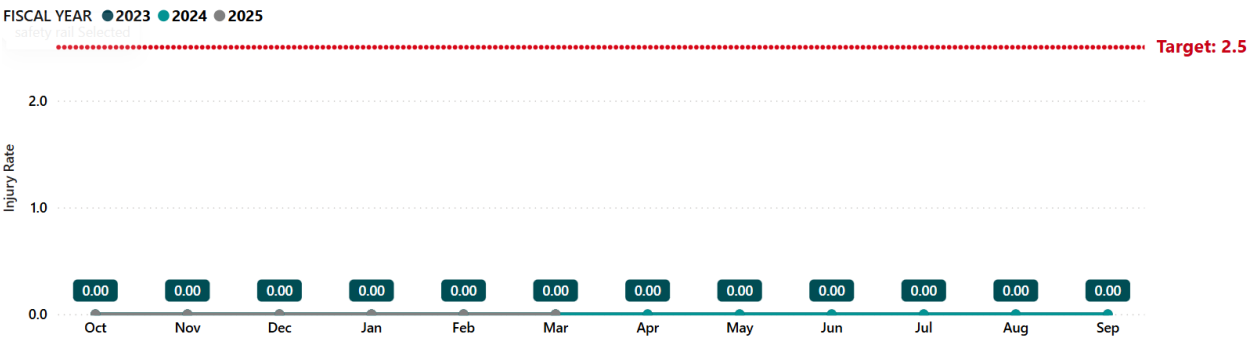
As of Q2 FY2025, passenger injuries performance improved year-over-year for CapMetro Bus, Rapid, and Express, and CapMetro Rail. All service modes met their FY2025 goals. A lower rate indicates better performance.

- For CapMetro Bus, Rapid, and Express, the passenger injury rate was 0.31 as of Q2 FY2025. This was 16% lower than Q2 FY2024 (0.37) and met the FY2025 goal (0.35).
- For CapMetro Rail, the passenger injury rate remained at 0.00 as of Q2 FY2025. This was consistent with Q2 FY2024 (0.00) and met the FY2025 goal (2.5).
- For CapMetro Access and Pickup, the passenger injury rate was 1.65 as of Q2 FY2025. This was 94% higher than Q2 FY2024 (0.85) and met the FY2025 goal (2.5).

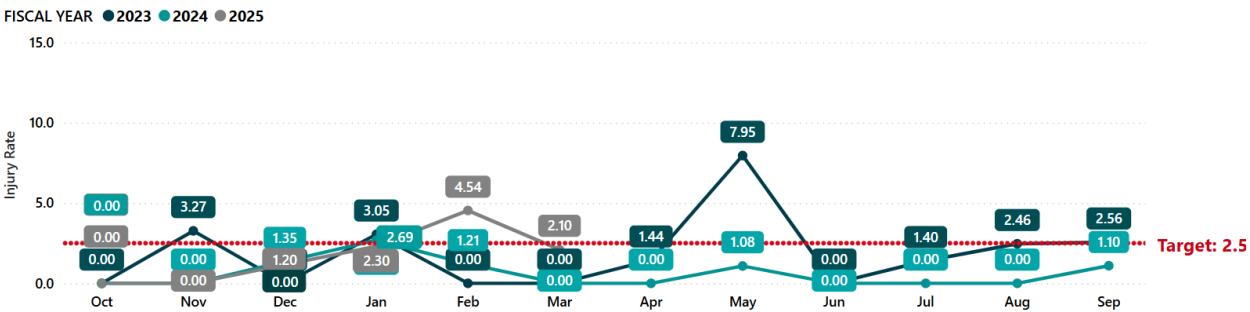
## CapMetro Bus, Rapid, and Express Passenger Injuries



## CapMetro Rail Passenger Injuries



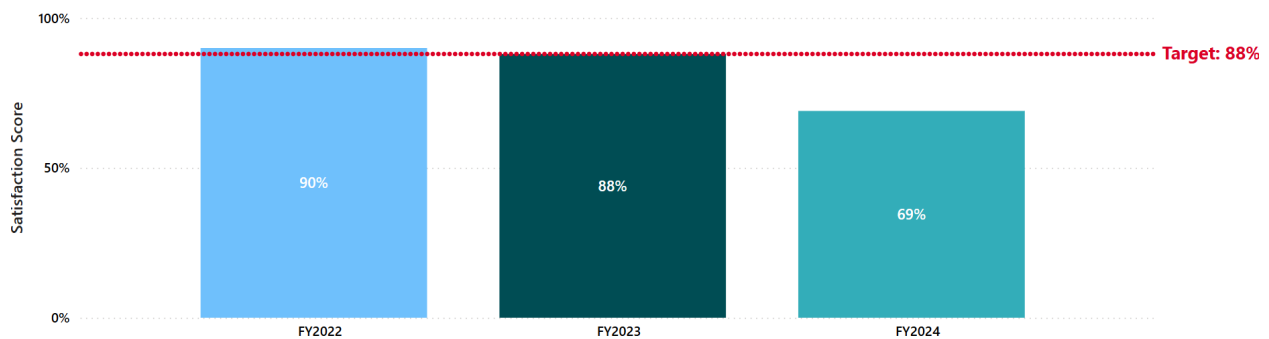
## CapMetro Access and Pickup Passenger Injuries



## Customer Satisfaction Survey (Annual Metric)

Customer satisfaction tracks the percentage of CapMetro riders who reported they were satisfied with the agency's services. This measure is collected annually through a customer satisfaction survey. The customer satisfaction survey is conducted annually. This metric is assessed annually. A higher rate indicates a greater level of satisfaction.

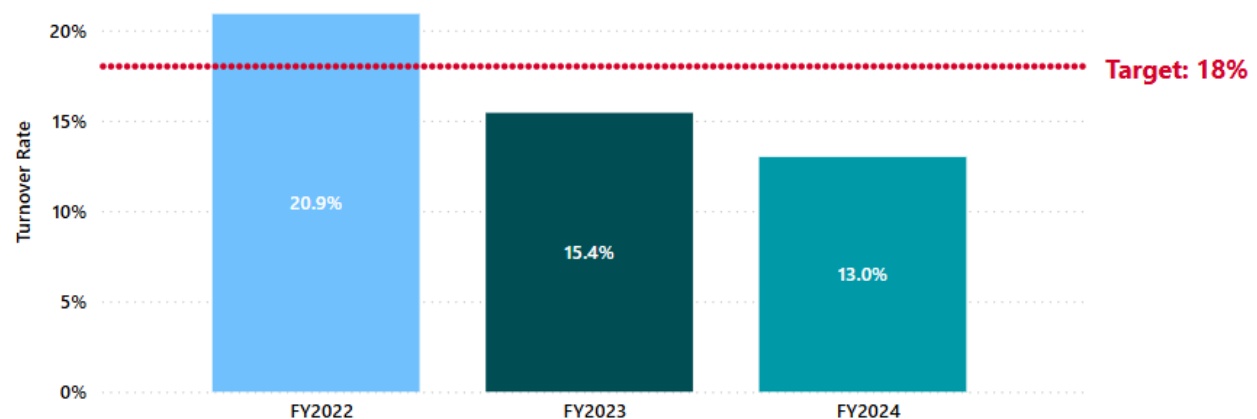
FY2024 saw a decrease in overall customer satisfaction on the survey conducted in April 2024. The target is 88%, but the overall customer satisfaction in FY2024 was 69%. This sentiment was driven by a desire for improvements in bus frequency, on-time performance, protection from the weather at stops and stations, and safety from harassment on the vehicle. Each of these elements (service planning, operational improvements, investments in amenities and a focus on public safety) are being actively addressed in FY2025 to better support the riders.



## Employee Turnover (Annual Metric)

The turnover rate is the number of terminations over the average number of employees in a year. This measures turnover for CapMetro employees only. It is calculated by dividing the number of terminations by the average number of employees for the year, where the average is determined by taking the sum of the employee count at the beginning and end of the year and dividing by two. This metric is assessed annually.

In FY2024, the turnover rate was 13.0%, which was lower than the 15.4% in FY2023. Since a lower turnover rate indicates better performance, FY2024 met the goal (18.0%).





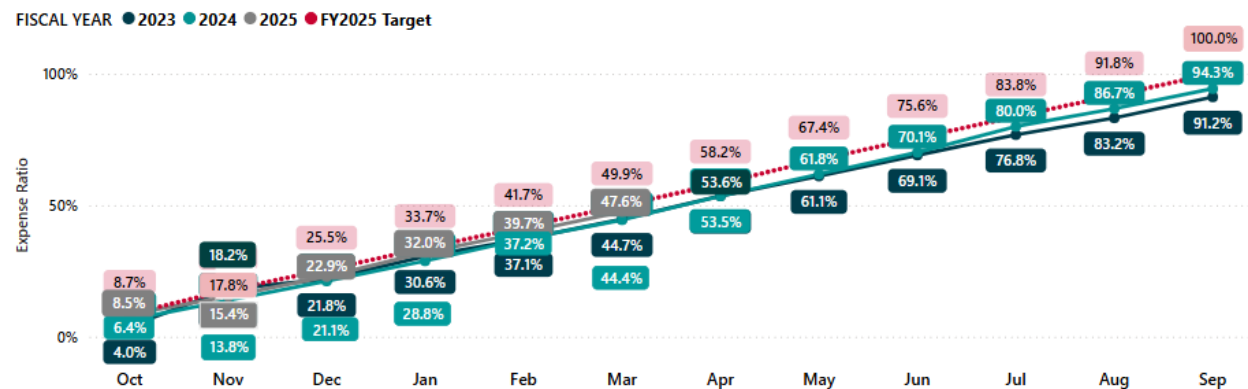
## Financial Performance

The operating expenditures metric measures the percentage of budgeted operating funds that have been actually incurred over a given period. The capital expenditures metric measures the percentage of budgeted capital funds that have been actually incurred over a given period. Both metrics are calculated by dividing the actual expense by budgeted expense to derive the percentage of actual expense to budgeted expense.

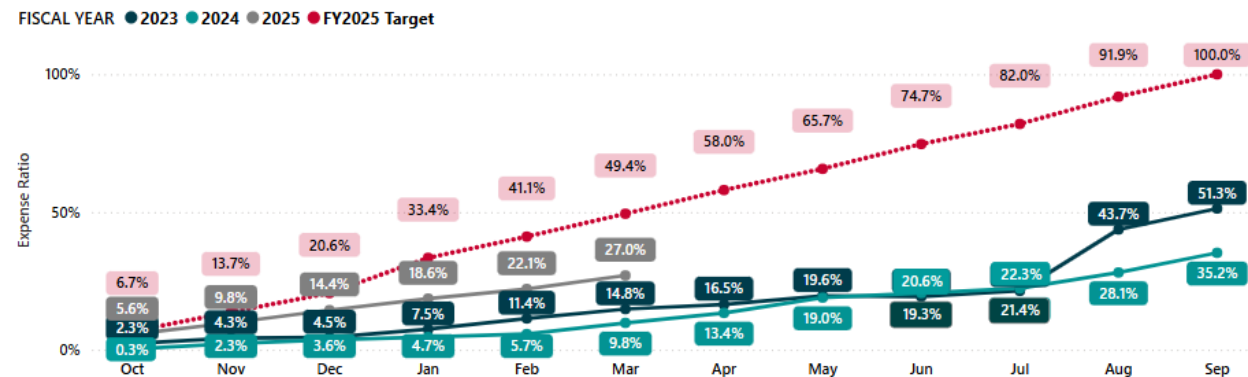
Both metrics improved year-over-year compared to FY2024. The operating expenditure ratio approached the FY2025 goal, while the capital expenditure ratio did not meet the FY2025 goal. A ratio closer to the goal indicates better performance, as it reflects alignment with the planned budget and effective financial management.

- By the end of Q2 FY2025, the operating expenditure ratio was 47.6%. This was 7% higher than the end of Q2 FY2024 (44.4%) and 95% of the Q2 FY2025 goal (49.9%).
- By the end of Q2 FY2025, the capital expenditure ratio was 27.0%. This was 176% higher than the end of Q2 FY2024 (9.8%) and 55% of the Q2 FY2025 goal (49.4%).

## Operating Expenditures



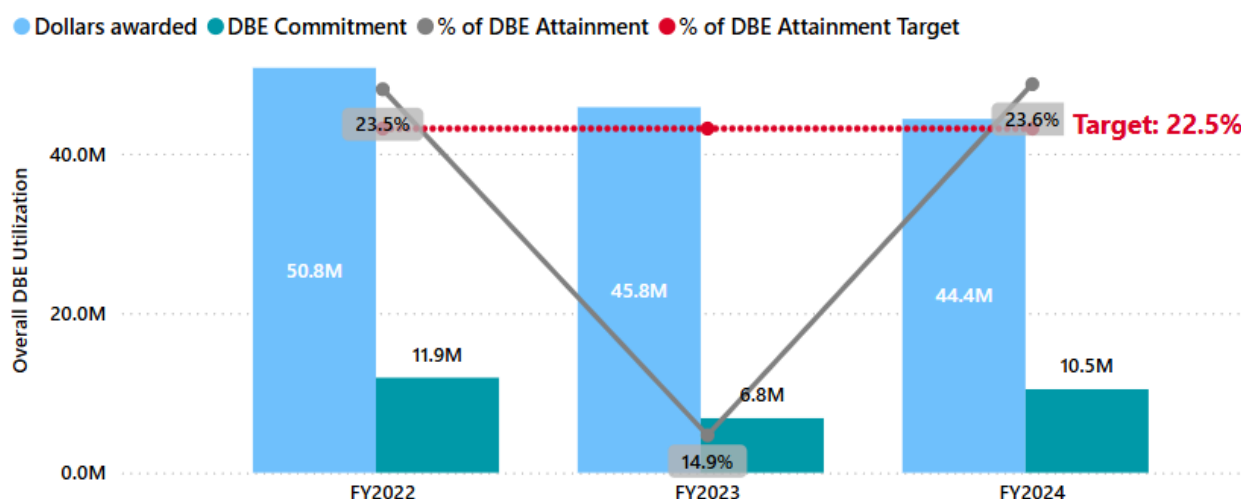
## Capital Expenditures



## Disadvantaged Business Enterprise (DBE) Commitments (Annual Metric)

Total commitments to Disadvantaged Business Enterprises (DBE) for goods and services on contracts with FTA funding. It is calculated by dividing the total DBE commitment by the total awarded contract values to determine the DBE utilization rate. This metric is assessed annually.

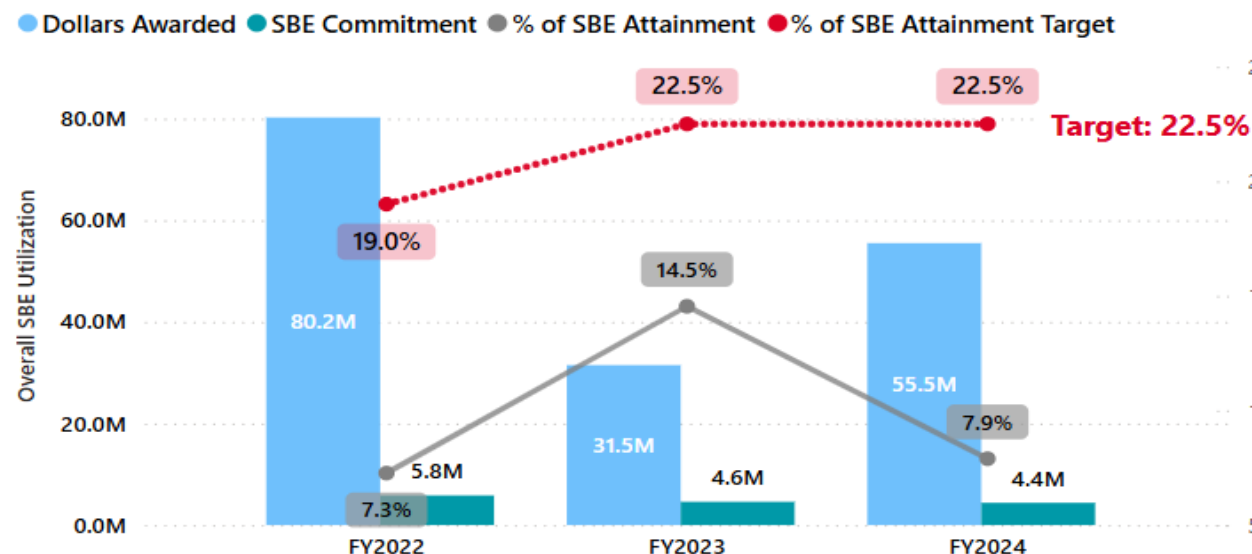
In FY2024, the DBE utilization rate reached 23.6%, exceeding the goal of FY2024 (22.5%). The total dollars awarded to DBEs was \$10.5 million.



## Small Business Enterprise (SBE) Commitments (Annual Metric)

Total commitments to Small Business Enterprises (SBE) for goods and services on contracts with FTA funding. It is calculated by dividing the total SBE commitment by the total awarded contract values to determine the SBE utilization rate. This metric is assessed annually.

In FY2024, the SBE utilization rate was 7.9%, falling short of the goal of FY2024 (22.5%). The total dollars awarded to SBEs was \$4.4 million.



# Additional Metrics

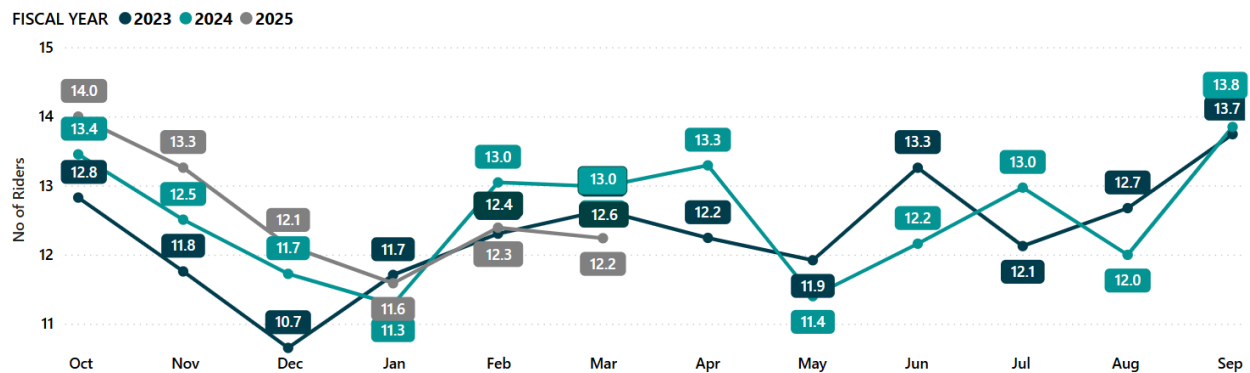
## Riders per Hour

Riders per hour measures passenger capacity effectiveness. It represents the average number of riders transported for each hour of revenue service. It is calculated by dividing total ridership by total vehicle revenue hours over a given period. A higher number indicates better performance.

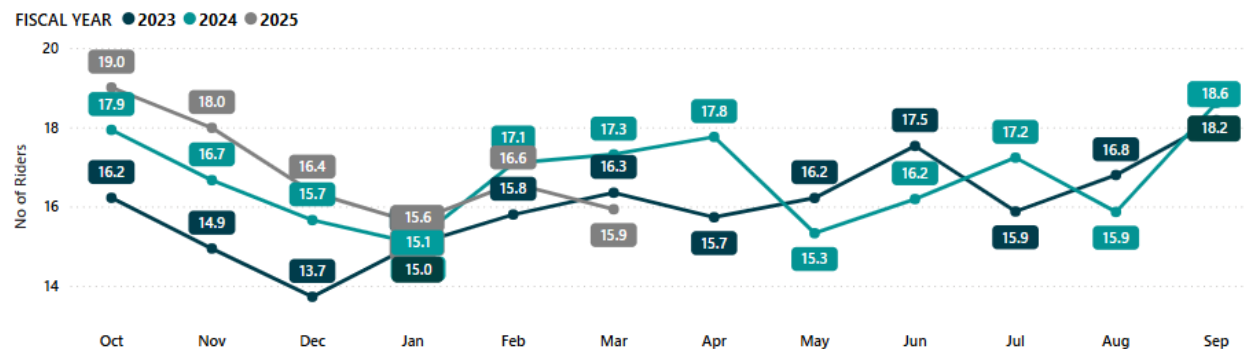
System-wide riders per hour was 12.6 as of Q2 FY2025. It increased by 1% compared to Q2 FY2024 (12.5). Growth was driven by strong performance across all services.

- CapMetro Bus, Rapid, and Express riders per hour was 16.9 as of Q2 FY2025. This was 2% higher than Q2 FY2024 (16.6).
- CapMetro Rail riders per hour was 26.9 as of Q2 FY2025. This was 12% higher than Q2 FY2024 (24.0).
- CapMetro Access riders per hour was 1.4 as of Q2 FY2025. This was 8% higher than Q2 FY2024 (1.3).
- CapMetro Pickup riders per hour was 3.7 as of Q2 FY2025. This was consistent with Q2 FY2024 (3.7).

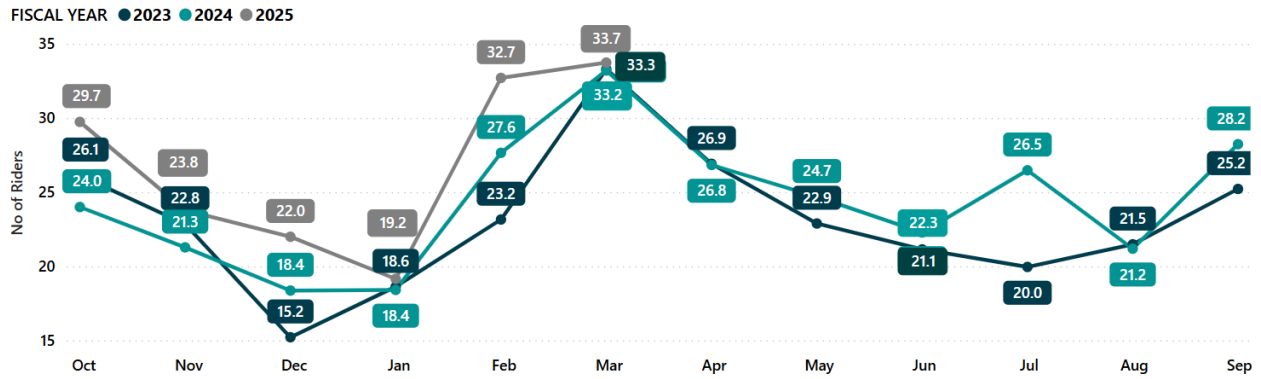
## System-Wide Riders per Hour



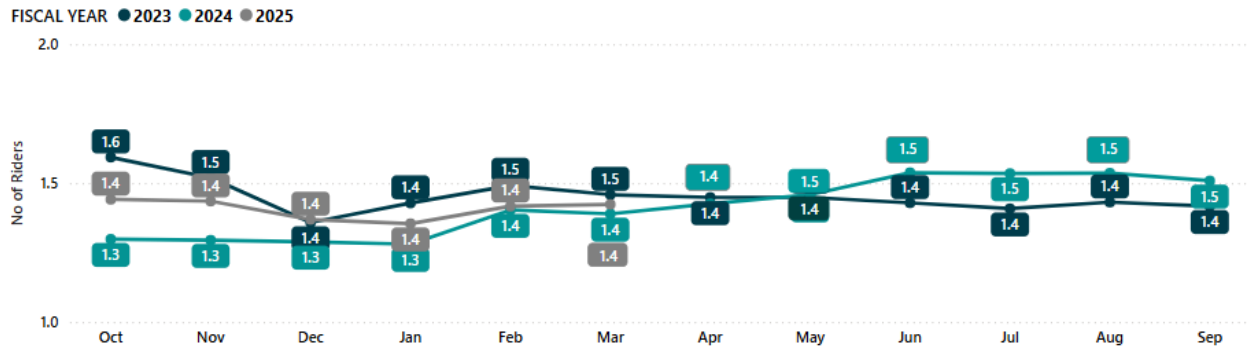
## CapMetro Bus, Rapid, and Express Riders per Hour



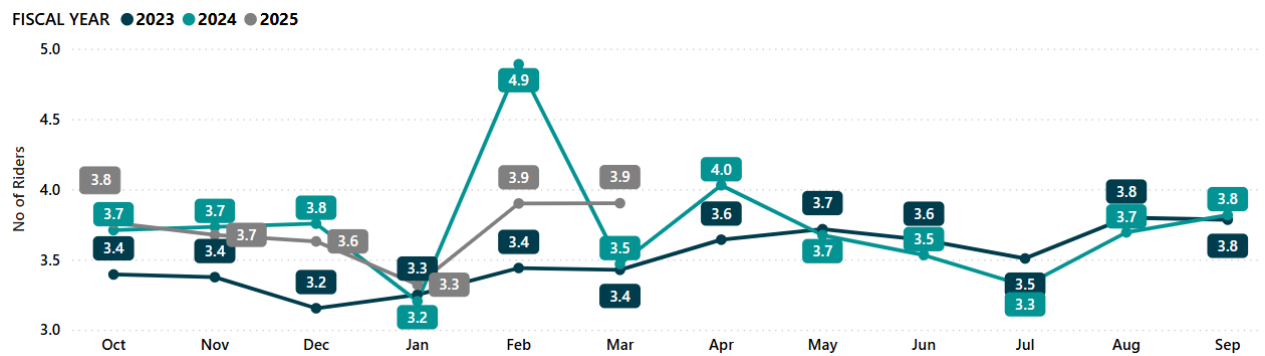
## CapMetro Rail Riders per Hour



## CapMetro Access Riders per Hour



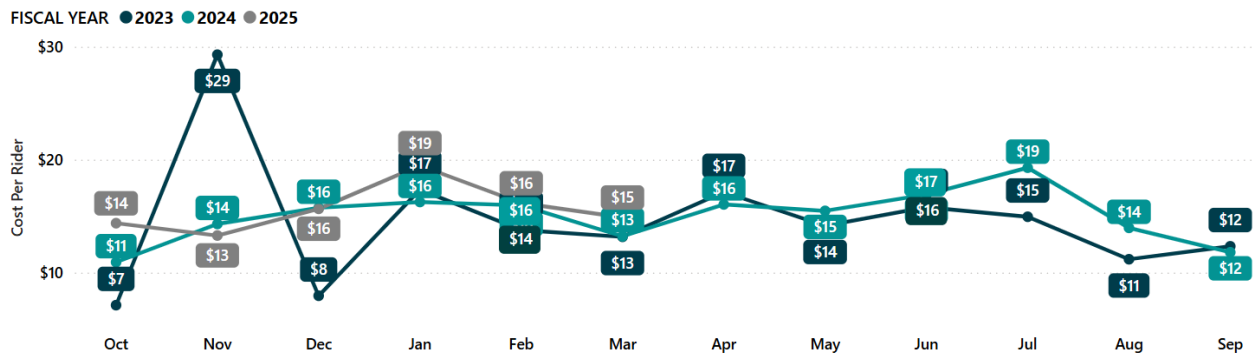
## CapMetro Pickup Riders per Hour



## Cost per Rider

The cost per rider metric is an overall cost efficiency measure of ridership, focusing on how well the agency uses resources to deliver services. It is calculated by dividing total operating expense by system-wide ridership. This includes CapMetro Bus, Rapid, and Express, CapMetro Rail, CapMetro Access, and CapMetro Pickup.

- In FY2023, the average annual system-wide cost per rider was \$14.
- In FY2024, the average annual system-wide cost per rider was \$15.
- As of Q2 FY2025, the average system-wide cost per rider was \$16.



## Cost per Vehicle Hour

The cost per vehicle hour metric is an hourly cost efficiency measure of vehicle service delivery, focusing on how well the agency uses resources to deliver services. It is calculated by dividing total operating expense by system-wide scheduled vehicle hours (including revenue plus deadhead hours). This includes CapMetro Bus, Rapid, and Express, CapMetro Rail, CapMetro Access, and CapMetro Pickup.

- In FY2023, the average annual system-wide cost per vehicle hour was \$174.
- In FY2024, the average annual system-wide cost per vehicle hour was \$190.
- As of Q2 FY2025, the average system-wide cost per vehicle hour was \$196.

