



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

2910 East 5th Street
Austin, TX 78702

Monday, August 15, 2022

12:30 PM

Rosa Parks Boardroom

Any items marked with * have been revised.

This meeting will be livestreamed at capmetrotx.legistar.com

I. Call to Order

II. Public Comment

III. Action Items

1. Approval of minutes from the June 13, 2022 Operations, Planning and Safety Committee meeting.
2. Approval of a resolution authorizing the Interim President & CEO, or their designee, to finalize and execute a contract with Caldwell Country Ford, LLC to purchase nine (9) Ford F450 Facility Maintenance Trucks in an amount not to exceed \$1,184,366.
3. Approval of a resolution authorizing the Interim President & CEO, or their designee, to finalize and execute a contract with Creative Bus Sales, Inc., utilizing the State of Oklahoma Contract SW0797C, to purchase twenty-six (26) Pickup vehicles in an amount not to exceed \$4,706,970 for the purpose of expanding Pickup Service into new zones.
- *4. Approval of a resolution authorizing the Interim President & CEO, or their designee, to finalize and execute a contract with Trapeze Software Group, Inc. to provide new software and implementation services to support two capital projects, OPS-Web and Rail Planning, in the amount not to exceed \$252,901.
5. Approval of a resolution authorizing the Interim President & CEO, or their designee, to finalize and execute a contract with ETC Institute to conduct an Origin and Destination Survey in an amount not to exceed \$699,476.
6. Approval of a resolution authorizing the Interim President & CEO, or their designee, to finalize and execute a contract modification with MTM, Inc. (formerly Ride Right, LLC) for operation of the North Demand Response Operation. This resolution is an increase to the total contract amount by \$54,984,671 for a total not to exceed amount of \$133,658,177.

7. Approval of a resolution authorizing the Interim President & CEO, or their designee, to finalize and execute contracts with EEA Consulting Engineers, Jackson & McElhaney Architects, McKinney Architects Inc., MWM Design Group, and Stantec Architecture Inc. for Architecture and Engineering services for a two (2) year base period and three (3) option years on a task order basis in an aggregate amount not to exceed \$24,000,000.
8. Approval of a resolution authorizing the Interim President & CEO, or their designee, to finalize and execute a contract with ADS System Safety Consulting, LLC for safety and security certification consulting services for CapMetro's Project Connect and other major capital projects for a base period of three (3) years with seven (7) one-year options in an amount not to exceed \$10,000,000.

IV. Presentations

1. Project Connect Update
2. FY2023 Proposed Budget Update
- *3. Monthly Operations Update

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 if you need more information.

Committee Members: Eric Stratton, Chair; Jeffrey Travillion, Pio Renteria and Ann Kitchen.

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

Operations, Planning and Safety Committee **Item #:** AI-2022-527

Agenda Date: 8/15/2022

Approval of minutes from the June 13, 2022 Operations, Planning and Safety Committee meeting.

Minutes
Capital Metropolitan
Transportation Authority
Operations, Planning and Safety
Committee

2910 East 5th Street
Austin, TX 78702

Monday, June 13, 2022

12:00 PM

Rosa Parks Boardroom

I. Call to Order

12:15 p.m. Meeting Called to Order

Present	Ann Kitchen, Sabino Renteria, and Eric Stratton
Absent	Jeffrey Travillion

II. Public Comment

There was no public comment this month.

III. Action Items

1. Approval of minutes from the May 11, 2022 Operations, Planning and Safety Committee meeting.
2. Approval of a resolution authorizing the President & CEO, or their designee, to implement the August 2022 Service Changes.

A motion was made by Renteria, seconded by Kitchen, that this Resolution be recommended for the action item agenda to the Board of Directors, due back on 6/27/2022. The motion carried by the following vote:

Aye: Kitchen, Renteria, and Stratton

3. Approval of a resolution authorizing the President & CEO, or their designee, to finalize and execute a contract with Swiftly, Inc. for Mobile On Time Performance Expansion software system for a base period of sixteen (16) months with one (1) one-year option period in a total amount not to exceed \$493,728.

A motion was made by Renteria, seconded by Kitchen, that this Resolution be recommended for the consent agenda to the Board of Directors, due back on 6/27/2022. The motion carried by the following vote:

Aye: Kitchen, Renteria, and Stratton

4. Approval of a resolution authorizing the President & CEO, or their designee, to finalize and execute a contract with Verizon DIR (State of Texas Department of Information Resources) for Mobile On Time Performance Expansion cellular communications and device management for a base period of twenty-four (24) months in a total amount not to exceed \$438,952.

A motion was made by Renteria, seconded by Kitchen, that this Resolution be recommended for the consent agenda to the Board of Directors, due back on 6/27/2022. The motion carried by the following vote:

Aye: Kitchen, Renteria, and Stratton

5. Approval of a resolution authorizing the President & CEO, or their designee, to finalize and execute a contract with Connected Solutions Group, LLC for Mobile On Time Performance Expansion Tablet Hardware for a base period of three (3) months in a total amount not to exceed \$279,440.

A motion was made by Renteria, seconded by Kitchen, that this Resolution be recommended for the consent agenda to the Board of Directors, due back on 6/27/2022. The motion carried by the following vote:

Aye: Kitchen, Renteria, and Stratton

6. Approval of a resolution authorizing the President & CEO, or their designee, to finalize and execute a contract with TD Industries for the replacement of the parking lot light fixtures at the Lakeline Park & Ride in an amount not to exceed \$219,714.

A motion was made by Kitchen, seconded by Renteria, that this Resolution be recommended for the consent agenda to the Board of Directors, due back on 6/27/2022. The motion carried by the following vote:

Aye: Kitchen, Renteria, and Stratton

IV. Presentations

1. Initial Review and Discussion of the FY2023 Proposed Budget
2. Update on review of Riding Rules related to strollers and hand carts, and ongoing Courtesy Stop Pilot.
3. Operations Update

V. Items for Future Discussion

VI. Adjournment

1:47 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 if you need more information.

Committee Members: Eric Stratton, Chair; Jeffrey Travillion, Pio Renteria and Ann Kitchen.

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.

Operations, Planning and Safety Committee **Item #:** AI-2021-272

Agenda Date: 8/15/2022

SUBJECT:

Approval of a resolution authorizing the Interim President & CEO, or their designee, to finalize and execute a contract with Caldwell Country Ford, LLC to purchase nine (9) Ford F450 Facility Maintenance Trucks in an amount not to exceed \$1,184,366.

FISCAL IMPACT:

Funding for this action is available in the FY2022 Capital Budget

STRATEGIC PLAN:

Strategic Goal Alignment:

- | | | |
|---|--|--|
| <input type="checkbox"/> 1. Internal/External Customer Service Excellence | <input type="checkbox"/> 2. Stakeholder Engagement | |
| <input checked="" type="checkbox"/> 3. Financial and Environmental Sustainability | <input type="checkbox"/> 4. Staff Development | <input type="checkbox"/> 5. Agency Growth Management |

Strategic Objectives:

- | | | |
|---|---|---|
| <input type="checkbox"/> 1.1 Safety & Risk | <input type="checkbox"/> 1.2 Continuous improvement | <input type="checkbox"/> 1.3 Dynamic Change |
| <input type="checkbox"/> 1.4 Culture of Innovation | <input type="checkbox"/> 2.1 Be an Employer of Choice | <input type="checkbox"/> 2.2 Organization Development |
| <input type="checkbox"/> 2.3 Organization Culture | <input checked="" type="checkbox"/> 3.1 Resource optimization | <input type="checkbox"/> 3.2 Safety Culture |
| <input type="checkbox"/> 3.3 Environmental Leadership | <input type="checkbox"/> 4.1 Educate & Call to Action | <input type="checkbox"/> 4.2 Build Partnerships |
| <input type="checkbox"/> 4.3 Value of Transit | <input type="checkbox"/> 4.4 Project Connect | |

EXPLANATION OF STRATEGIC ALIGNMENT: This item will allow for the replacement of facility maintenance vehicles used throughout the Capital Metro service area. The vehicles being replaced have exceeded their useful life and need replacement to maintain a state of good repair.

BUSINESS CASE: To maintain a state of good repair of the non-revenue vehicle fleet, Capital Metro establishes a fleet plan for scheduled replacement of vehicles. This item will allow for the replacement of nine (9) maintenance trucks under that plan. The vehicles being retired have exceeded their scheduled useful life.

COMMITTEE RECOMMENDATION: This item was presented and recommended for approval by the Operations, Planning and Safety Committee on August 15, 2022.

EXECUTIVE SUMMARY: CapMetro operations uses the non-revenue vehicle fleet for various operational functions. This vehicle purchase will provide for the replacement of nine (9) life-expired vehicles used to support CapMetro's mission. Given the planned use of the vehicles, the Ford F450 Facility Maintenance Vehicles is the most appropriate vehicle.

DBE/SBE PARTICIPATION: No SBE goal is assigned to this procurement due to no subcontracting opportunity.

PROCUREMENT: The contract will utilize the Local Government Purchasing Cooperative (BuyBoard) cooperative Contract # 601-19 held by Caldwell Country Ford for Vehicles.

BuyBoard 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 BuyBoard contracts satisfy otherwise applicable competitive bidding requirements. Pricing for Caldwell Country Ford's Facility Maintenance Trucks was determined to be fair & reasonable by the BuyBoard organization during its solicitation and award process.

Additionally, a bid request was submitted to four (4) vendors who are authorized to resell Facility Maintenance Trucks via cooperatives. By the due date of July 18, 2022, one (1) vendor responded with a bid. The bid provided by Caldwell Country Ford was determined to be responsive and responsible.

The contract is a fixed price contract for delivery of Nine (9) Facility Maintenance Trucks in the Total Not to Exceed amount described below.

ITEM #	DESCRIPTION	(A) QUANTITY	UOM	(B) UNIT PRICE	(A x B) EXTENDED PRICE
1	Two (2) Wheel Drive, Facility Maintenance Truck, as per Exhibit F, Technical Specifications	7	Each	\$130,594	\$ 914,158 -
2	Four (4) Wheel Drive, Facility Maintenance Truck, as per Exhibit F, Technical Specifications	2	Each	\$ 134,904	\$ 269,808 -
3	BuyBoard Administrative Fee	1	Lot	\$ 400.00	\$ 400.00 -
Grand Total Price:					\$ 1,184,366 -

RESPONSIBLE DEPARTMENT: Operations and Maintenance Oversight

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

**STATE OF TEXAS
COUNTY OF TRAVIS**

AI-2021-272

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors recognizes the need to purchase vehicles for the Capital Metro non-revenue vehicle fleet.

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors that the Interim President & CEO, or their designee, is authorized to finalize and execute a contract with Caldwell Country Ford, LLC to purchase nine (9) Ford F450 Facility Maintenance Trucks in an amount not to exceed \$1,184,366.

**Secretary of the Board
Leslie Pool**

Date: _____

Operations, Planning and Safety Committee Item #: AI-2022-524

Agenda Date: 8/15/2022

SUBJECT:

Approval of a resolution authorizing the Interim President & CEO, or their designee, to finalize and execute a contract with Creative Bus Sales, Inc., utilizing the State of Oklahoma Contract SW0797C, to purchase twenty-six (26) Pickup vehicles in an amount not to exceed \$4,706,970 for the purpose of expanding Pickup Service into new zones.

FISCAL IMPACT:

Funding for this action is available in the FY2023 Capital 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 type="checkbox"/> 4.3 State of Good Repair |

EXPLANATION OF STRATEGIC ALIGNMENT: This item will promote the customer experience by supporting the implementation of a new Pickup service zone. The twenty-six (26) additional vehicles will be used to support Pickup Service that will start operating next calendar year.

BUSINESS CASE: This item will allow for the expansion of Pickup Services into new zones as part of Project Connect approved initial investment plan.

COMMITTEE RECOMMENDATION: This item was presented and recommended for approval by the Operations, Planning, and Safety Committee on August 15, 2022.

EXECUTIVE SUMMARY: CapMetro's Pickup Service provides on-demand transit service in pre-defined zones. This service type provides customers in hard-to-reach zones the ability to request a ride using a smartphone app or by calling Pickup dispatch directly. Customers may travel anywhere within the defined zone. Pickup services are managed according to the board-approved Pickup Service Guidelines.

This contract will purchase twenty-six (26) additional Pickup vehicles that are required to operate additional Pickup Service zones which are planned for summer to fall 2023.

DBE/SBE PARTICIPATION: DBE goals do not apply due to solicitation requires a Transit Vehicle Manufacturer Certificate (TVM).

PROCUREMENT: The contract will utilize the State of Oklahoma Contract SW0797C held by Creative Bus Sales, Inc. to sell Lone Star Promaster 3500 branded wheelchair accessible Pickup vehicles.

The State of Oklahoma awarded contracts are made available to use by Capital Metro via Title 7, Intergovernmental Relations Chapter 791, Interlocal Cooperation Contracts and The Texas Interlocal Cooperation Act.

Purchases made using the State of Oklahoma contracts satisfy otherwise applicable bidding requirements. Pricing for the Lone Star Promaster 3500 Pickup vehicles was determined to be fair & reasonable by the State of Oklahoma during its solicitation and award process.

Creative Bus Sales pricing for (26) Lone Star Promaster 3500 Pickup vehicles per the State of Oklahoma Contract is referred as follows:

ITEM	DESCRIPTION	Required Delivery Date	Quantity	Unit Price	Extended Price
1	Lone Star Promaster 3500 Pickup vehicle Model Year 2022 - Body Only, Excluding Chassis	5/1/2023	17	\$145,422.00	\$2,472,174.00
2	Lone Star Promaster 3500 Pickup vehicle Model Year 2022 - Dodge Chassis	5/1/2023	17	\$33,708.00	\$573,036.00
3	Total for Complete Vehicle Model Year 2022 (Item 1 and 2 Inclusive):				\$3,045,210.00
4	Lone Star Promaster 3500 Pickup vehicle Model Year 2023 - Body Only, Excluding Chassis	8/1/2023	9	\$146,780.00	\$1,321,020.00
5	Lone Star Promaster 3500 Pickup vehicle Model Year 2023 - Dodge Chassis	8/1/2023	9	\$37,860.00	\$340,740.00
6	Total for Complete Vehicle Model Year 2023 (Item 4 and 5 Inclusive):				\$1,661,760.00
7	GRAND TOTAL PRICE (ITEM 3 AND 6 INCLUSIVE):				\$4,706,970.00

RESPONSIBLE DEPARTMENT: Operations and Maintenance Oversight

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

**STATE OF TEXAS
COUNTY OF TRAVIS**

AI-2022-524

WHEREAS, The Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to expand the Pickup service in accordance with adopted service guidelines; and.

WHEREAS, The CapMetro management has identified the need to increase the Pickup vehicle fleet to support additional service.

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors that the Interim President & CEO, or their designee, to finalize and execute a contract with Creative Bus Sales, Inc., utilizing the State of Oklahoma Contract SW0797C, to purchase twenty-six (26) Pickup vehicles in an amount not to exceed \$4,706,970 for the purpose of expanding Pickup Service into new zones.

Date: _____

**Secretary of the Board
Leslie Pool**

Operations, Planning and Safety Committee **Item #:** AI-2021-288

Agenda Date: 8/15/2022

SUBJECT:

Approval of a resolution authorizing the Interim President & CEO, or their designee, to finalize and execute a contract with Trapeze Software Group, Inc. to provide new software and implementation services to support two capital projects, OPS-Web and Rail Planning, in the amount not to exceed \$252,901.

FISCAL IMPACT:

Funding for this action is available in the FY2022 Capital Budget

STRATEGIC PLAN:

Strategic Goal Alignment:

- | | | |
|---|--|--|
| <input type="checkbox"/> 1. Internal/External Customer Service Excellence | <input type="checkbox"/> 2. Stakeholder Engagement | |
| <input checked="" type="checkbox"/> 3. Financial and Environmental Sustainability | <input type="checkbox"/> 4. Staff Development | <input type="checkbox"/> 5. Agency Growth Management |

Strategic Objectives:

- | | | |
|---|---|---|
| <input type="checkbox"/> 1.1 Safety & Risk | <input type="checkbox"/> 1.2 Continuous improvement | <input type="checkbox"/> 1.3 Dynamic Change |
| <input type="checkbox"/> 1.4 Culture of Innovation | <input type="checkbox"/> 2.1 Be an Employer of Choice | <input type="checkbox"/> 2.2 Organization Development |
| <input type="checkbox"/> 2.3 Organization Culture | <input checked="" type="checkbox"/> 3.1 Resource optimization | <input type="checkbox"/> 3.2 Safety Culture |
| <input type="checkbox"/> 3.3 Environmental Leadership | <input type="checkbox"/> 4.1 Educate & Call to Action | <input type="checkbox"/> 4.2 Build Partnerships |
| <input type="checkbox"/> 4.3 Value of Transit | <input type="checkbox"/> 4.4 Project Connect | |

EXPLANATION OF STRATEGIC ALIGNMENT: The Trapeze suite of software is used by route and service planning, and bus operations, and these new software modules will improve overall efficiency and improve operations. OPS-Web will provide an online system for MetroBus operator markup, bidding, and scheduling. Rail Planning will provide software to improve planning and scheduling for MetroRail.

BUSINESS CASE: The purchase and implementation of both of these software systems is expected to reduce costs of manually operating markup and run cutting at two garages and reduce costs of manually scheduling rail services.

COMMITTEE RECOMMENDATION: This item will be presented to the Operations, Planning and Safety

Committee on August 15, 2022.

EXECUTIVE SUMMARY: Capital Metro bus Operators are required to enter their preferred schedule during each service change into the Trapeze OPS system. However, this requires them to be physically present at two garages during markup. This project will allow Operators to enter their preferred schedules online. Implementation will require the purchase and implementation of a new software module (Trapeze OPS-Web). Rail schedules are updated multiple times throughout the year and services to update Trapeze FX will greatly reduce manual work.

DBE/SBE PARTICIPATION: No SBE goal is assigned to this solicitation because it is a sole source procurement and there is no scope of subcontracting. It is justified as a sole source because it is a proprietary system and software modules can only be provided from a single source.

PROCUREMENT: On July 26, 2022, a Sole Source Procurement request was issued and advertised. The proposal from Trapeze Software Group, Inc. was received on August 8, 2022. The proposal was reviewed in all aspects of pricing and technical support, and was determined to be fair and reasonable based on established market prices and cost analysis of preceding modules provided by Trapeze Software Group, Inc. The contract is for software purchase and implementation of Trapeze OPS WEB module and Health Check of our current FX Rail Scheduling module. The following is a breakdown of the fixed not to exceed lump sum amount for the contract:

ITEM #	DESCRIPTION	LUMP SUM
1	Software & Implementation of OPS WEB Module	\$227,901.00
2	FX Health Check for Rail Scheduling Module	\$25,000.00
3	Grand Total (Items 1 and 2 inclusive):	\$252,901.00

RESPONSIBLE DEPARTMENT: Information Technology

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

**STATE OF TEXAS
COUNTY OF TRAVIS**

AI-2021-288

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to ensure that critical operating systems are enhanced to improve overall efficiency of operations.

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors that the Interim President & CEO, or their designee, is authorized to finalize and execute a contract with Trapeze Software Group, Inc. to provide new software and implementation services and ongoing support for two capital projects, OPS-Web and Rail Planning, in the amount not to exceed \$252,901.

Date: _____

**Secretary of the Board
Leslie Pool**



Board Operations, Planning & Safety Committee

Agenda Item: AI-2021-288 Contract with Trapeze Software Group

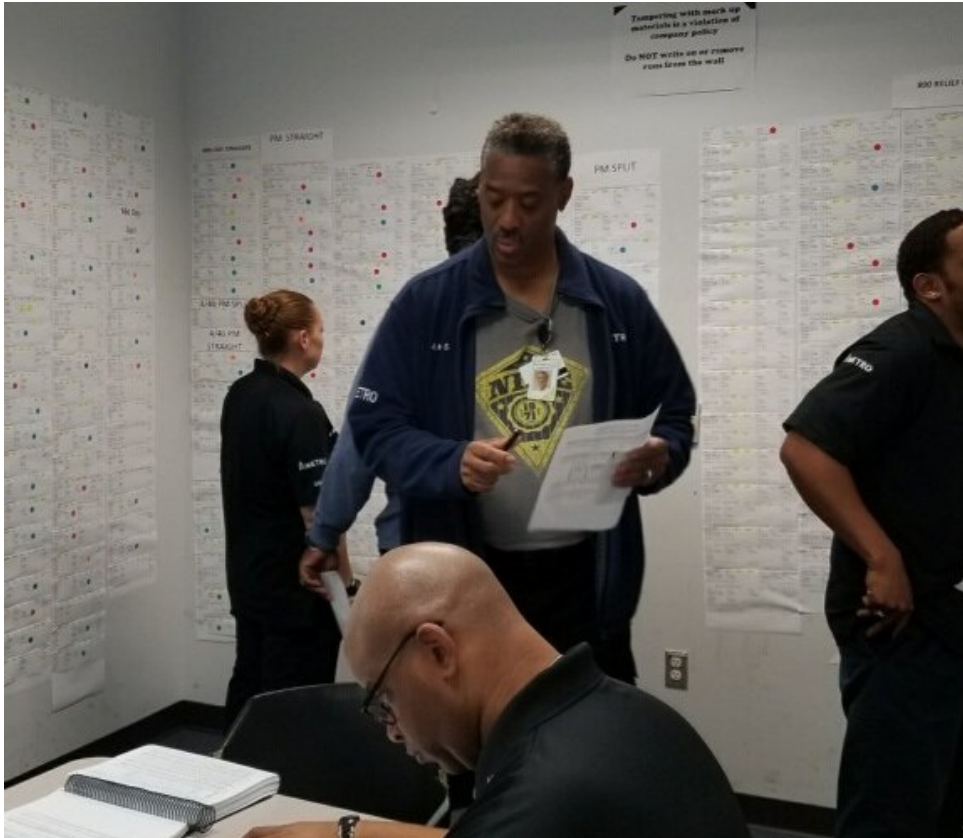
August 15, 2022

Prepared by: Charlie Jackson

Trapeze OPS-Web software and Services

- Provides an online system for bus operator scheduling signup
- Requested by Bus Operations & Maintenance (BOM) Department
- Automates the shift “bidding” for the Operators
- Currently, bus operators must “bid” on shifts in person, reviewing the available work-notices posted; scheduler then enters desired work into Trapeze OPS.
- Contract includes software, training for operators and integration within existing Trapeze suite of 21 applications.
- Costs: Software license: \$112,326 Implementation services: \$115,575

Current Driver "Bid" Process



OPS-Web Shift Bid Automation

1. Click **Messages > Personal Messages**.

2. Click the **Driver Paddle** or **Manifest** button.
The driver paddle or manifest appears in a printer friendly format.

Block Name		Sign On	Sign Off
24		10:25	10:11

LINE 1		INBOUND	OUTBOUND
RTE	NOTE	LVPWR	ARPW
		10:30	10:35
		10:50	10:55

LINE 2		INBOUND	OUTBOUND
RTE	NOTE	LVPWR	ARPW
		11:00	11:05
		11:50	11:55

3. Click

Rail Scheduling – Modifications to System

- Purchase of technical services to modify Trapeze FX for Rail scheduling (ITS2209) to “improve planning and scheduling processes for MetroRail”
- Requested by the Planning (PLN) Department
- Changes are made to the MetroRail schedule on a regular basis, particularly for Austin FC games. Trapeze FX software modification will assist the planner to create schedules more efficiently.
- Scope of Work includes a health check of the FX software and modifications to optimize for Rail planning.
- Costs: Technical services: \$25,000

Background and Cost Information

- Single Sole Source Procurement to Trapeze Inc, for software and implementation services for both projects
- Original CAPEX Budgets: ITS2209 \$270,000 ITS2213 \$250,000
- This contract is for the software and services.
- Ongoing warranty & maintenance for OPS-Web will be added to the existing warranty & maintenance IT (OPEX) contract at a cost of \$22,465 annually.
- Board Agenda Item AI-2021-288:

ITEM #	DESCRIPTION	LUMP SUM
1	Software & Implementation of OPS WEB Module	\$227,901.00
2	FX Health Check for Rail Scheduling Module	\$25,000.00
3	Grand Total (Items 1 and 2 inclusive):	\$252,901.00

CapMetro

Thank you!

Operations, Planning and Safety Committee **Item #:** AI-2022-500

Agenda Date: 8/15/2022

SUBJECT:

Approval of a resolution authorizing the Interim President & CEO, or their designee, to finalize and execute a contract with ETC Institute to conduct an Origin and Destination Survey in an amount not to exceed \$699,476.

FISCAL IMPACT:

Funding for this action is available in the FY2023 Operating Budget

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 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: The on-board origin and destination survey will assist in providing a high-quality customer experience and be responsive to the community and customer needs by better aligning our services with the travel patterns of our patrons.

BUSINESS CASE: CapMetro conducts origin and destinations studies every 5 years and the previous fully complete study was done in 2015. The survey in Spring 2020 was to give CapMetro a new baseline rider profile post-CapRemap (2018 system service overhaul) but was soon halted due to the pandemic. With ridership levels stabilizing, it is time to conduct the survey and obtain that baseline prior to new MetroRapid services coming online later in 2023. These surveys are also required to meet certain federal reporting requirements.

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

Planning and Safety Committee on August 15, 2022.

EXECUTIVE SUMMARY: The purpose of the on-board origin and destination survey is to gather updated travel behavior and demographic data from transit users which are comprised of all rail and bus fixed route users, as well as on-demand users in and around the CapMetro service area. This includes Metro Bus, Commuter Bus, Rapid Bus, Commuter Rail, Pickup On-demand, and Round Rock Out of Service area routes. The data will be used to: (1) compile statistically accurate information about transit customers and how they use the transit system; (2) produce reliable linked origin and destination data needed for short and long-range planning activities including travel demand forecasting and regional data modeling; (3) assess changes in trip characteristics and ridership profiles of transit passengers by comparing the 2023 origin and destination study results with previous survey results (2015 and, if possible, any collected data from the initial 2020 survey that can be used); and (4) meet Title VI requirements per latest Federal Transit Administration (FTA) guidance. The contractor will be responsible for developing the survey instrument and sampling plan, hiring temporary staff to collect data, managing the collection of data through onboard interviews, and compiling a summary and details of findings in a final report. The contractor will be using the latest technology for on-board data collection using tablet devices and be able to quality check in near real-time.

DBE/SBE PARTICIPATION: The contractor will exceed the goal utilizing the following SBE contractors. The goal is 16%.

ANIX Inc. Los Angeles, CA SBE Certification Confirmed Services- Provide Data Collection Staff	<u>Asian/Female</u>	8%
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Stat Team, Inc. Austin, TX SBE Certification Confirmed Services- Supply Staff to Conduct Surveys	<u>Caucasian/Female</u>	8%
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PROCUREMENT: On April 20, 2022, a Request for Proposal was issued and formally advertised for the performance of an Origin and Destination survey to gather updated travel behavior and demographics data from transit users. By the closing date of May 31, 2002, three (3) proposals were received. The evaluation team used the following factors in their evaluation of proposals: 1) The offeror's demonstrated relevant work experience/technical background and capabilities of the firm as a whole, as well as project personnel, on projects of a similar size, scope, and complexity of nature; 2) The offeror's demonstrated understanding of the project undertaking, the proposed plan for the performance of the work (including quality of work plan) and the technical approach (including methodology) proposed by the offeror; and 3) The offeror's demonstrated past performance on projects of this scope and nature. The proposal from ETC Institute was determined to be

the best value to the Authority, price and other factors considered. The term of the contract is one (1) year from the Notice to Proceed (NTP) for an amount of \$699,475.23.

RESPONSIBLE DEPARTMENT: Planning Department

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

**STATE OF TEXAS
COUNTY OF TRAVIS**

AI-2022-500

WHEREAS, the Board of Directors and CapMetro management desire to provide quality public transportation services to the Austin metropolitan area which will be enhanced by conducting the on-board origin and destination survey and using the resulting data to efficiently plan routes and services.

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors that the Interim President & CEO, or their designee, is authorized to finalize and execute a contract with ETC Institute to conduct an Origin and Destination Survey in an amount not to exceed \$699,476.

Date: _____

**Secretary of the Board
Leslie Pool**

Operations, Planning and Safety Committee **Item #:** AI-2022-509**Agenda Date:** 8/15/2022**SUBJECT:**

Approval of a resolution authorizing the Interim President & CEO, or their designee, to finalize and execute a contract modification with MTM, Inc. (formerly Ride Right, LLC) for operation of the North Demand Response Operation. This resolution is an increase to the total contract amount by \$54,984,671 for a total not to exceed amount of \$133,658,177.

FISCAL IMPACT:

Funding for this action is available in the FY2023 Operating Budget and planned for future operating budgets.

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 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 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 type="checkbox"/> 4.3 State of Good Repair |

EXPLANATION OF STRATEGIC ALIGNMENT: The strategy of this modification is to 1) align the North Base and South Base Demand Response contract time periods to allow for a new combined contract to begin FY 2025, 2) to address the current vehicle operator retention and recruitment crisis to ensure ADA paratransit service coverage that is required by ADA law, and 3) to position for the planned June 2023 Pickup service change.

BUSINESS CASE: Adjustment to the current North Base contract is necessary to address the operator retention and recruitment crisis by providing local market wage and benefits for the goal of 1) ensuring ADA compliance, and 2) positioning for the planned June 2023 service change that includes two potential fixed-route replacements with Pickup service. The 2-year option period aligns North Base and South Base contract terms to allow for a combined FY 2025 contract to leverage resources.

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

Planning and Safety Committee on August 15, 2022.

EXECUTIVE SUMMARY:

Background

MTM, Inc. (MTM) was awarded Contract #132939 to provide North Base Demand Response services via a competitive procurement process with Board resolution CMTA-2014-5. The North Base contractor provides vehicle operators, window dispatch, maintenance, administrative staff, and management with contractor-owned vehicles, facility, fuel storage, and other capital investments. Service began May 1, 2014 with 47 minivans, and has grown to a 121 vehicle fleet operation (75 minivans and 46 Pickup cutaway light vehicles). The base contract is due to expire September 30, 2022.

Major Aims

The major goals of this modification are to 1) align the North Base and South Base Demand Response contract terms so that they expire at the same time, allowing for a competitive procurement process that will replace both contracts with a new single contract that combines both North and South Bases (estimated to begin FY 2025); and 2) to provide competitive local market wages and benefits that will help to retain and recruit operator/staff resources.

MTM is experiencing a vehicle operator retention and recruitment crisis with a shortfall of 75 operators (65 full-time and 10 part-time) across North and South Base combined. In the most recent months (March to July 2022), they have lost 18% of operator staff while weekday ridership has increased 31% as compared to the same period in 2021.

The ADA law and FTA regulations require public transit agencies ensure minimum service requirements to include no denial of trip requests for ADA paratransit eligible customers, and to operate without capacity constraint (e.g. untimely pickups, missed trips).

The proposed modification pricing is based on MTM and ATU wage and benefit negotiations (pending). Proposed pricing for this modification aims to 1) align North Base and South Base wages and benefits, 2) recruit/ retain staff to meet ADA customer service demand and ADA law requirements, and 3) to position for expanded pickup service to meet growing demand-requiring additional operators to meet service hours, and to meet service requirements for later evenings and weekends.

Modification Detail

The modification includes the following:

- One 2-year option beyond the base contract (covering FY 2023 and FY 2024)
- Readiness for FY 2023 budgeted service levels and pickup span of service
- Alignment of ATU wage rates from start of \$16.26 to local market wages
- Alignment of ATU Health and Welfare Benefits to CapMetro level
- Alignment of Paid Time Off, Retirement and Other Benefits to South Base
- Addition of 40-hour new hire training to better ensure quality and retention
- Addition of 2 Road Supervisors, 2 Trainers and 2 Dispatch to support pickup
- Addition of HR Coordinator and Payroll Specialist to meet staff needs
- 3% annual supply/parts/ service cost increase
- Uniforms to be provided by CapMetro
- Enhanced recruitment resources to fill significant operator deficit
- Salary increase to retain management staff during option years
- Lease and secure parking/facility space for current/expanded fleet

- Applied overhead and profit percent of fixed and variable
- MetroAccess minivan replacement and anticipated price increase

PROCUREMENT: On 8/7/2013 a Request for Proposals (RFP) was issued and formally advertised. MTM (formerly Ride Right, LLC) was rated highest, all factors considered.

The contract has grown in size from a 47 vehicle operation to a 121 vehicle operation. Significant modifications to the contract include:

- 2018 - \$34.8 million coverage of MetroAccess Overflow and lease of new facility (approved by the Board of Directors)
- 2019 - \$4.6 million living wage adjustment to \$15.00
- 2021 - \$7.1 million provision of expanded pickup services

Board of Director approval is requested to fund a one (2) year renewal option of \$54,984,671. The \$55 million 2-year option period is an approximate \$20.5 million increase over FY22 current contract pricing. Major components of the pricing change from FY22 current pricing include*:

- ATU Wage Progression \$6.9 million
- ATU Health & Welfare \$6.1
- ATU PTO, Retirement, Other Benefits \$3.6
- Overhead \$1.9
- Hours Change \$0.8
- Other labor/ non-labor \$0.7
- Expanded Facility Parking Lease \$0.4

**Excludes one-time parking expansion expense and vehicle lease*

Request for Approval Contract Amount

Previous Total Contract Amount	\$ 78,673,506
Revised Option Periods (2 yrs.)	\$ 54,984,671
New Grand Total	\$133,658,177

DBE/SBE PARTICIPATION: The contractor will meet this goal utilizing the following DBE contractors. The DBE goal is X%.

DBE	SERVICE/PRODUCT	%
BMR Janitorial & Pressure Washing	Cleaning Services	
DLR Distributors, Inc.	Parts	
Richard Vera	Body Shop	

RESPONSIBLE DEPARTMENT: Demand Response and Innovative Mobility

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

**STATE OF TEXAS
COUNTY OF TRAVIS**

AI-2022-509

WHEREAS, the Capital Metropolitan Transportation Authority Board Directors and Capital Metro management endeavor to provide the highest quality Demand Response operation to the community; and

WHEREAS, the Capital Metropolitan Transportation Authority Board Directors and Capital Metro management recognize the need to provide local market wage and competitive benefits to ensure vehicle operator staffing, to meet ADA service standard compliance, to position for planned service, and to align North Base and South Base contract time periods.

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors that the Interim President & CEO, or their designee is authorized to finalize and execute a contract modification with MTM, Inc. for operation of the North Base Demand Response service, and increase the contract value by \$54,984,671 for a total not to exceed amount of \$133,658,177.

Date: _____

**Secretary of the Board
Leslie Pool**

Operations, Planning and Safety Committee **Item #:** AI-2022-517**Agenda Date:** 8/15/2022**SUBJECT:**

Approval of a resolution authorizing the Interim President & CEO, or their designee, to finalize and execute contracts with EEA Consulting Engineers, Jackson & McElhaney Architects, McKinney Architects Inc., MWM Design Group, and Stantec Architecture Inc. for Architecture and Engineering services for a two (2) year base period and three (3) option years on a task order basis in an aggregate amount not to exceed \$24,000,000.

FISCAL IMPACT:

Funding for this action is available in the FY2022 Capital Budget

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 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 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: Architecture and Engineering Services are required to provide design and engineering services for Capital Metro facility projects. These services ensure safe and reliable transit infrastructure for our customers.

BUSINESS CASE: The budgets for Capital Metro projects include funding for architectural and engineering services for any existing facility, proposed facility, feasibility studies, analyses, evaluations, and other design services as needed. The funding for this is available in the respective FY 22 capital project budgets and those project budgets are included in the Five-Year Capital Improvement Plan.

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

Planning and Safety Committee on August 15, 2022.

EXECUTIVE SUMMARY: Capital Metro requires architectural and engineering services to design renovations for existing facilities, proposed facilities, feasibility studies, analyses, evaluations, and other design services as needed. Through these Architectural and Engineering task order contracts, Capital Metro will secure the services of professional architects, mechanical, electrical, and plumbing engineers, interior designers, landscape architects, audio and visual designers, smart technology engineering and environmental engineering. Funding for these services is included in the approved budget for Capital Improvement Projects.

DBE/SBE PARTICIPATION: The contractors will meet or exceed the 12% goal utilizing the following DBE contractors.

EEA Consulting Engineers

DBE RESPONSIVE 12%

-Cotera + Reed Architects Austin, TX No DBE Certification Services: Agriculture, Interior Design	<u>Hispanic Male</u>	0%
-Tsen Engineering Austin, TX DBE Certification confirmed Services: Structural	<u>Caucasian /Female</u>	3%
-Sunland Group, Inc. Austin, TX DBE Certification confirmed Services: Supplies cost estimating services	<u>Caucasian/ Female</u>	8%
-Baer Engineering and Environmental Consulting, Inc. Austin, TX DBE Certification confirmed Services: Environmental	<u>Asian/Female</u>	1%

Robert Jackson & Michael McElhaney Architects, Inc.

RESPONSIVE 20%

-Seventh Spectrum Studios Austin, TX DBE Certification confirmed Services: Professional Services - Interior Design	<u>Caucasian /Female</u>	8%
-Jose I. Guerra, Inc. Austin, TX	<u>Hispanic/Male</u>	10%

DBE Certification confirmed

Services:

Professional Services - MEP/FP & Structural Engineering Design

-Sunland Group, Inc.

Caucasian/ Female

2%

Austin, TX

DBE Certification confirmed

Services: Supplies cost estimating services

-DataCom Design Group, LLC

Hispanic/ Female

0%

Austin, TX

No DBE Certification

Services: Professional Services - Technology Design and Consulting

McKinney York Architects

RESPONSIVE 12%

-Aptus Engineering, LLC

Asian /Male

4%

Austin, TX

DBE Certification confirmed

Services: MEP Engineering Services

-Garcia Design, Inc.

Hispanic/Male

1%

Austin, TX

DBE Certification confirmed

Services:

Professional Services - Landscape Architecture Services

-Structures PE, LLP

Hispanic/ Female

3%

Austin, TX

DBE Certification confirmed

Services: Structural Engineering Services

-Garza EMC, LLC

Hispanic/ Male

4%

Austin, TX

DBE Certification Confirmed

Services: Civil Engineering Services

MVM DesignGroup

DBE RESPONSIVE 12%

-Jose I. Guerra, Inc.

Hispanic/Male

11%

Austin, TX

DBE Certification confirmed

Services:

Professional Services - Supply MEP Structural Engineering & Commissioning Services

-Sunland Group, Inc. Caucasian/ Female **1%**
Austin, TX
 DBE Certification confirmed
 Services: Supplies cost estimating services

-COMBS Consulting Group, LP Caucasian/ Female **0%**
Austin, TX
 No DBE Certification confirmed
 Services: Supply Audio/Visual & Smart Technology Services

-Baer Engineering and Environmental Consulting, Inc. Asian/Female **0%**
Austin, TX
 DBE Certification confirmed
 Services: Environmental Consulting Services

Stantec Architecture Inc.**DBE RESPONSIVE 12%**

-Fuse Caucasian/Female **5%**
Austin, TX
 DBE Certification Confirmed
 Services: Architecture Services

-DAVCAR, Inc. dba: Hispanic/Male **3%**
DAVCAR Engineering Services
Austin, TX
 DBE Certification confirmed
 Services: Civil Engineering

-McGray & McGray Caucasian/Female **TBD%**
Austin, TX
 DBE Certification confirmed
 Services: Land Survey Services

-Olivier, Inc. Black/Female **2%**
Houston, TX
 DBE Certification Confirmed
 Services: Project Controls and Compliance Administration

-Coleman Associates Caucasian/Female **2%**
Austin, TX
 DBE Certification confirmed
 Services: Landscape Architecture

PROCUREMENT: On May 13, 2022, a request for Statements of Qualifications was issued and formally advertised. By the closing date of June 13, 2022, eight (8) submittals were received. Submittals were rated based on the following factors: The offeror's demonstrated, relevant work experience and capabilities of the firm as a whole and of the proposed project personnel on projects of similar size, scope, complexity and nature, the offeror's demonstrated an understanding of the project undertaking, the proposed plan for the performance of the and the technical approach proposed by the offeror, the offeror's on-call Task Order Management Plan that demonstrates an understanding of the task order process and experience in task order cost and schedule management, and quality assurance and quality control (QA/QC) of the deliverables and the Offeror's demonstrated technical background and past performance.

The submittals from five out of eight offerors were rated acceptable, all factors considered. Capital Metro negotiated and finalized pricing based on cost and market evaluation of the hourly rates, overhead and profit for similar services. The contracts are indefinite delivery, task order contracts. The term is two (2) base years from the Notice of Award with three (3) option years. Total estimated amount of all five years for five contracts: \$24,000,000.

RESPONSIBLE DEPARTMENT: Capital Construction & Facilities

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

**STATE OF TEXAS
COUNTY OF TRAVIS**

AI-2022-517

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management acknowledge Architecture and Engineering Services are required to provide design and engineering services for Capital Metro facility projects to ensure safe and reliable transit infrastructure for our customers; and

WHEREAS, Capital Metro requires architectural and engineering services to design renovations for existing facilities, proposed facilities, feasibility studies, analyses, evaluations, and other design services as needed.

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority board of directors that the Interim President & CEO, or their designee, is authorized to finalize and execute contracts with EEA Consulting Engineers, Jackson & McElhaney Architects, McKinney Architects Inc., MWM Design Group, and Stantec Architecture Inc. for a two (2) year base period and three (3) option years on a task order basis in an aggregate amount not to exceed \$24,000,000.

Date: _____

**Secretary of the Board
Leslie Pool**

Operations, Planning and Safety Committee **Item #:** AI-2022-526**Agenda Date:** 8/15/2022**SUBJECT:**

Approval of a resolution authorizing the Interim President & CEO, or their designee, to finalize and execute a contract with ADS System Safety Consulting, LLC for safety and security certification consulting services for CapMetro's Project Connect and other major capital projects for a base period of three (3) years with seven (7) one-year options in an amount not to exceed \$10,000,000.

FISCAL IMPACT:

Funding for this action is available in the FY2022 Capital Budget

STRATEGIC PLAN:**Strategic Goal Alignment:**

- | | |
|---|---|
| <input checked="" type="checkbox"/> 1. Customer | <input type="checkbox"/> 2. Community |
| <input type="checkbox"/> 3. Workforce | <input checked="" 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 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 checked="" type="checkbox"/> 4.2 Culture of Safety | <input type="checkbox"/> 4.3 State of Good Repair |

EXPLANATION OF STRATEGIC ALIGNMENT: Internal and external customer service excellence meets the strategic objective of safety & risk by verifying the safety and security readiness of a project for public use. Additionally, as a component of a Project Management Plan (PMP), the safety and security certification process establish a consistent baseline for the management of safety and security activities in federally funded major capital projects.

BUSINESS CASE: Safety and security certification is a Federal Transit Administration (FTA) requirement for major capital projects with a total project cost of \$300 million or more and with a Federal investment of \$100 million or more. It is also a requirement of the Federal Railroad Administration's (FRA) risk-based reduction approach. Per the JPA, delivery of safety and security certification performance is a CapMetro responsibility.

Application of safety and security certification promotes an informed management decision-making process in project design, construction, testing, and initiation into revenue service. Certification also typically supports improved integration of operational considerations into project design, which offers the following opportunities:

- Improved functionality of system design
- Promotion of effective and efficient use of resources
- Reduction in work-arounds and change orders during construction
- Reduction in hazards in service and maintenance activities

COMMITTEE RECOMMENDATION: This item was presented and recommended for approval by the Operations, Planning and Safety Committee on August 15, 2022.

EXECUTIVE SUMMARY: The Safety and Security Certification process will verify that the design, construction, fabrication, installation, testing and commissioning of all critical elements (vehicles, civil, structural and systems) have been evaluated for conformance with all applicable state and local safety and security requirements, and that they are ready for operational use. Where appropriate, the firm shall ensure the safety and security certification management process abides by the Federal Transit Administration (FTA) Handbook for Transit Safety and Security Certification (November 2002).

DBE/SBE PARTICIPATION: The contractor will exceed the goal utilizing the following DBE contractors. The goal is 9%.

ADS System Safety Consulting, LLC

DBE RESPONSIVE 100%

- Self-Performing Prime Baltimore, MD
DBE Certification Confirmed
Services: Construction Management Civil Engineering

Black /Male 93%

-Transit Safety and Security Solutions
DBE Certification Confirmed Richmond , TX
Services: Safety and Security Certification Support

Black /Male 7%

PROCUREMENT: On March 24, 2022, an RFP was issued and formally advertised. By the closing date of April 25, 2022, three (3) proposals were received. The submittals were evaluated based on the following factors:

- i. The offeror's demonstrated, relevant work experience and capabilities of the firm as a whole and the proposed project personnel on projects of a similar size, scope, complexity and nature.
- ii. The offeror's demonstrated past performance.
- iii. The methodology and quality of the work plan for the performance of the work by the offeror.

On May 17, 2022, the evaluation team came to the unanimous consensus to request Final Proposal Revisions (FPRs) from two (2) firms. Both firms submitted FPRs by the due date of June 21, 2022. The evaluation team met on June 30, 2022, and came to the unanimous consensus to recommend ADS System Safety Consulting for contract award. The proposal from ADS System Safety Consulting was rated the highest, all factors considered and was deemed the Best Value for CapMetro. The contract will be a single award task order contract, for a 3-year base period, with seven 1-year options.

RESPONSIBLE DEPARTMENT: Safety

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

**STATE OF TEXAS
COUNTY OF TRAVIS**

AI-2022-526

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need to provide its customers, general public, employees, and service providers with the safest possible environment; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the value of Incorporating safety and security in a consistent and dedicated program for major capital projects, including Project Connect.

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors that the Interim President & CEO, or their designee, is authorized to finalize and execute a contract with ADS System Safety Consulting for a three-year base period, with seven (7) one-year options, for a not-to-exceed amount of \$10,000,000.

**Secretary of the Board
Leslie Pool**

Date: _____



Capital Metropolitan Transportation Authority

2910 East 5th Street
Austin, TX 78702

Operations, Planning and Safety Committee **Item #:** AI-2022-529

Agenda Date: 8/15/2022

Project Connect Update



Briefing on Light Rail Program Project Development

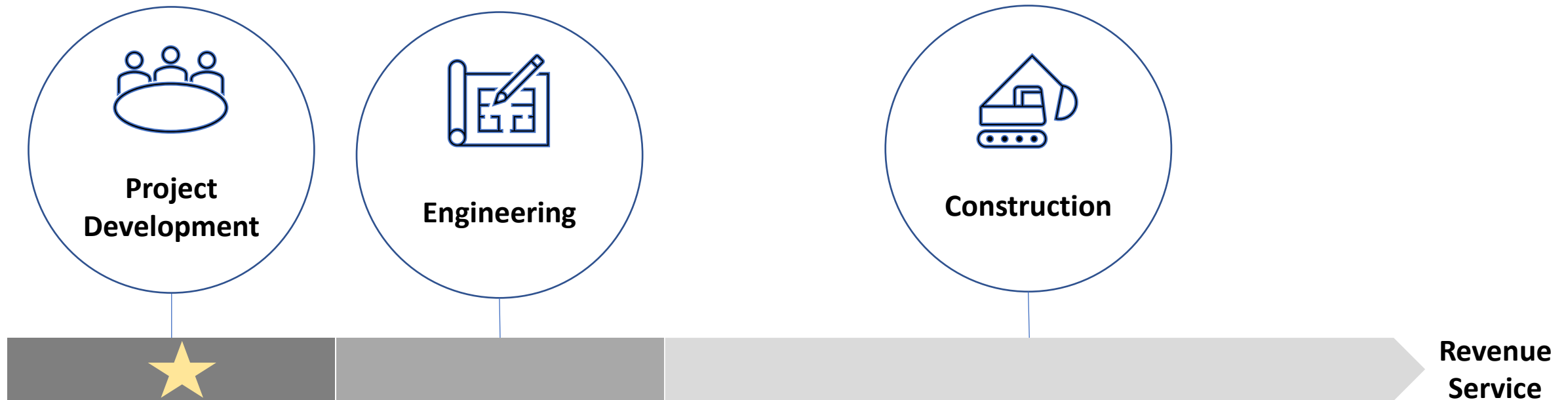
August 15, 2022

Project Connect Vision

*"... a citywide traffic-easing rapid transit system ... to address traffic **congestion**, expand **service** for essential workers, reduce **climate change** emissions, decrease **traffic fatalities**, create **jobs**, and provide **access** to schools, health care, jobs and the airport; to include neighborhood supportive **affordable housing investments** along transit corridors and a fixed rail and bus rapid transit system, including associated road, sidewalk, bike, and street lighting improvements, park and ride hubs, on-demand neighborhood circulator shuttles, and improved access for seniors and persons with disabilities ..."*

Source: Ballot Language

Project Development Process



Notes: Project Development includes Preliminary Engineering

Light Rail Cost Estimates

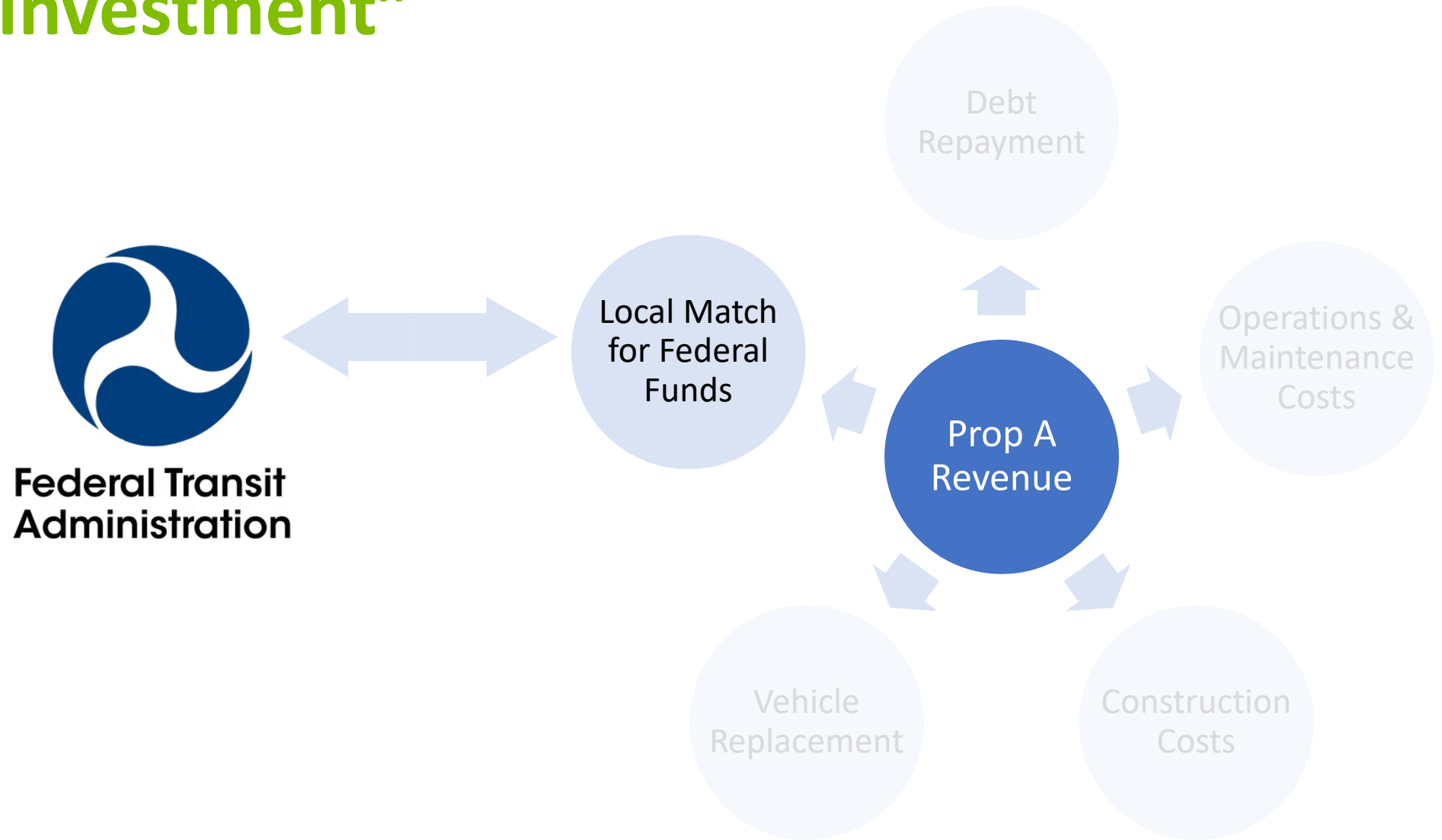
- Costs have increased from \$5.8 billion to \$10.3 billion at 15% design
 - Design progression and scope
 - Real estate
 - Inflation
- ATP anticipates that costs will continue an upward trajectory

Need to align program scope and sequencing to available funding

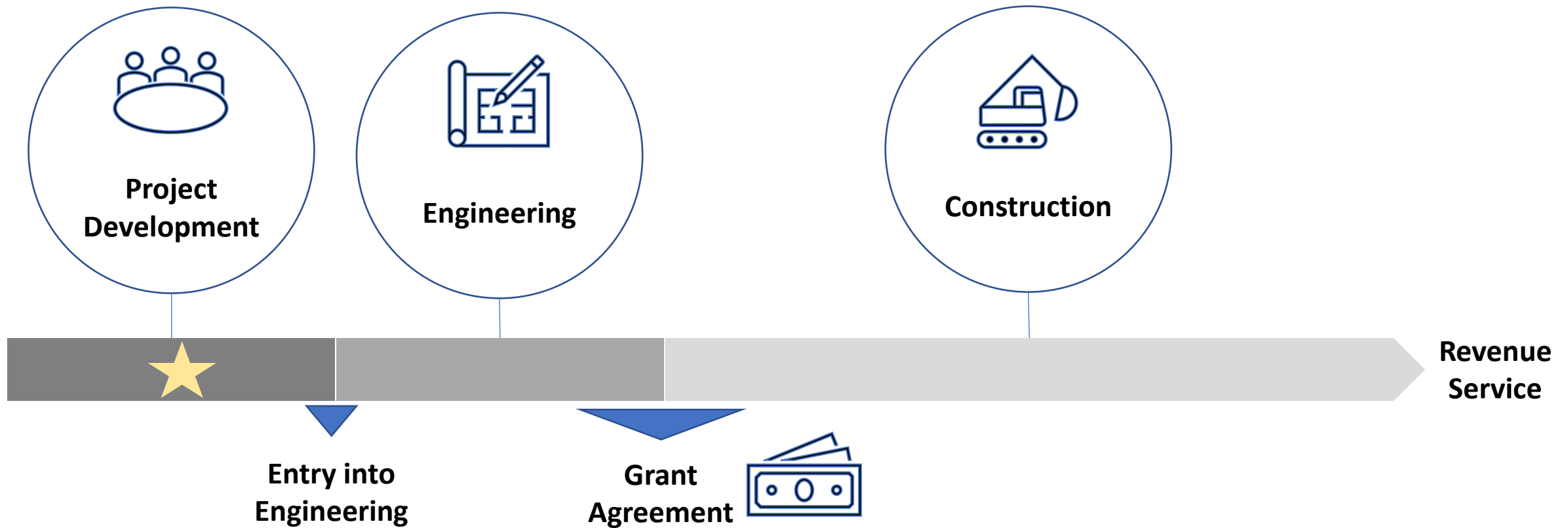
Program Assessment and Outlook

- Great track record of partnership among ATP / City / CapMetro and the Community to advance early, critical investments
- ATP is committed to implementing Austin's vision to build a comprehensive transit system ... *without any New Taxes*
- ATP will transparently engage with the Community to develop an Updated Light Rail Implementation Plan that reflects Austin's priorities and values
- ATP will focus our work to complete Project Development of the Light Rail components of the program within available funding and do the necessary work to secure Federal Investment

Federal “Investment”

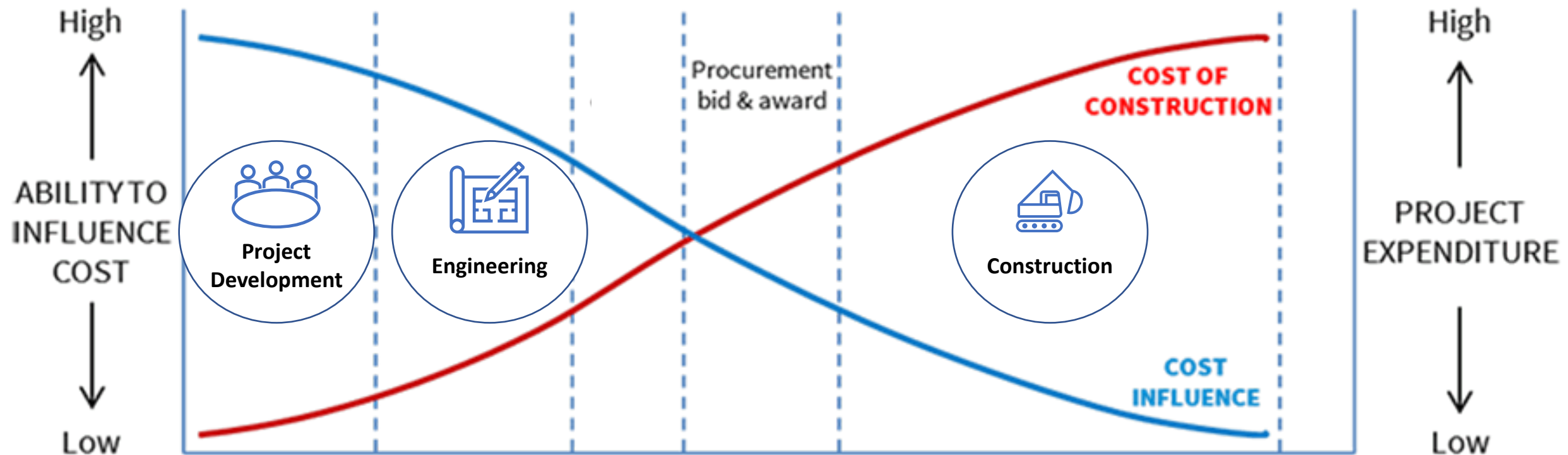


Federal Grant Process



Notes: Project Development includes Preliminary Engineering

Opportunities for Program Optimization



Opportunities for Program Optimization



Scoping &
Design



Phasing &
Segmenting



Service Plan &
Technology



Sources of
Funding



Risk &
Delivery
Strategy

Workplan



Updated Light Rail Implementation Plan



Planning



- Collect and aggregate data:
 - Demographic and socioeconomic information
 - Displacement
 - Housing
 - Trip drivers
 - Development planning
 - Ridership (current and projected)
 - Environmental impacts
- Analyze data to identify opportunities and challenges and inform other work

Technical Review



- Continue to build upon technical work undertaken to date
- Potential focus areas:
 - Lake crossing(s)
 - Tunnel extents
 - Stations and station areas
 - Maintenance and storage facility
 - Corridor mobility improvements
 - Technology
- Incorporate feedback from other work areas

Strategic Partnerships



- Engage with local agency partners around progress and key decision points
- Ensure consistent and unified communication and collaboration with FTA to continue to advance federal grant process
- Identify opportunities for private, non-profit and other collaboration to benefit project outcomes

Financial Review



- Analyze key variables and risks using financial model and other tools
- Identify and assess other funding and financing opportunities
 - TIFIA and RRIF loans
 - Other federal programs
- Advance financial controls and reporting capabilities
- Finalize a Plan of Finance that maximizes loan/grant opportunities and minimizes market risk

Market Sounding

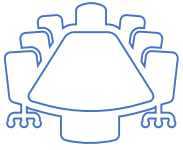


- Receive feedback from potential industry participants
- Leverage best practices and industry innovation
- Understand how certain delivery strategies may drive value for initial and future investments

Community Engagement



- Engage the community to ensure an understanding of tradeoffs
- Develop and implement engagement strategies with a focus on participation from priority communities
- Ensure projects are developed using community values and priorities
- Engage CAC, Mobility Committee and other community groups



ATP Board Workshop
City of Austin Mobility Committee
CapMetro Planning & Ops
CAC / TACs

July – August 2022



Advance Project Development
Workplan
Technical & Community Check-ins

September 2022 – Spring 2023



Updated Light Rail
Implementation Plan

Spring 2023



Capital Metropolitan Transportation Authority

2910 East 5th Street
Austin, TX 78702

Finance, Audit and Administration Committee

Item #: AI-2022-512

Agenda Date: 8/15/2022

FY2023 Proposed Budget Update



FY2023 Budget Update

Board Committees 8/15

FY2023 Budget Development Calendar

- Feb 2 Operating and Capital Budget kick-off meeting with departments
- Apr 15 Operating and Capital Budget requests received from departments
- May 23 Board of Directors review proposed budget calendar
- Jun 1 Initial review with Access Advisory Committee
- Jun 8 Initial review with Customer Satisfaction Advisory Committee
- Jun 13 Board Committees initial review and discussion
- Jul 13 Budget proposal presented to Board Committees
- Jul 25 Budget proposal presented to Board of Directors

FY2023 Budget Community Engagement

- Aug 3 Presentation to Access Advisory Committee
- Aug 10 Presentation to Customer Satisfaction Advisory Committee
- ➔ Aug 15 Update Board Committees
- Aug 22-26 Budget public outreach and webinar
- Aug 24 Proposed budget document is published online
- Sep 14 Update Board Committees
- Sep 14 Public hearing on proposed budget and capital improvement plan
- Sep 26 Board of Directors considers budget proposal for adoption

Operating Expense Update



- FY2023 operating expense increase of \$6.7 million
 - Average administrative pay assumption increase from 3% to 5%
 - Funding for MetroBike and Project Connect Integration departments
 - Additional consulting expense for equitable transit-oriented development, field and facility electrification and utility electrification strategy

5-Year Capital Improvement Plan Update

- Shift of funding from FY2022 to FY2023 - \$21.3 million
 - Various delays due to timing of project work and supply chain issues
- Updated Project Connect spending for FY2023 - \$11 million
 - Updated projections for Orange Line and Blue Line
 - Funded by the Austin Transit Partnership

Next Steps

- Publish draft budget document online
- Public outreach across CapMetro's service area and virtually
- Public hearing on the proposed budget
- Budget update to September Board Committees if necessary
- Final Board approval scheduled for September 26
- Board update on Long-Range Financial Plan

CapMetro

Thank you!



Capital Metropolitan Transportation Authority

2910 East 5th Street
Austin, TX 78702

Operations, Planning and Safety Committee **Item #:** AI-2022-499

Agenda Date: 8/15/2022

Monthly Operations Update



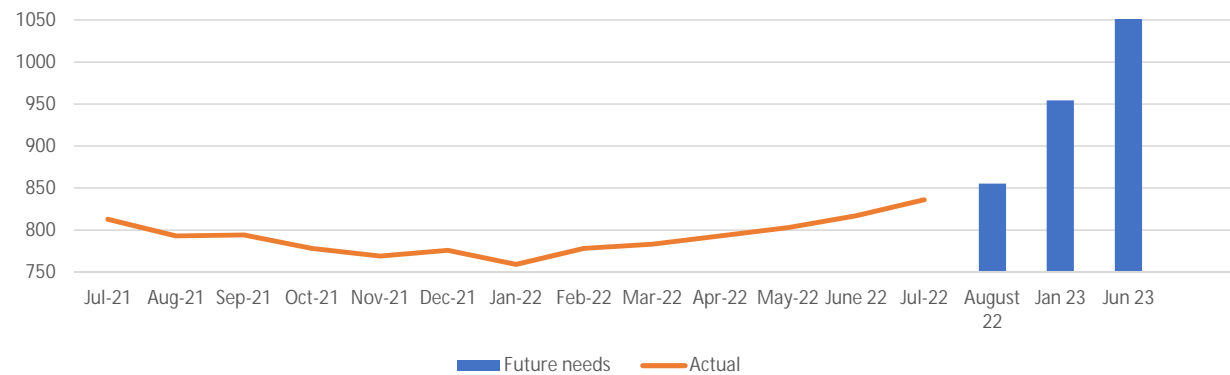
Bus Operations Update

August 2022

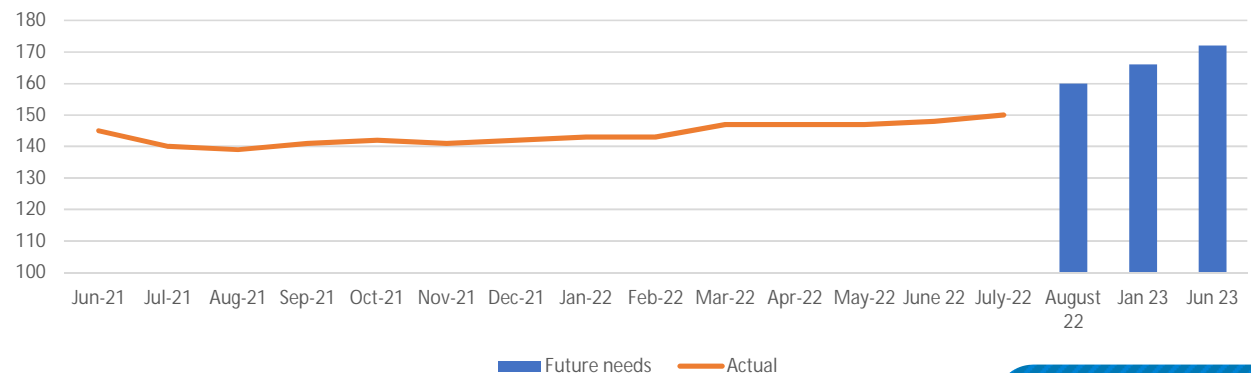
Operator and Mechanics

- Hired 285 Operators since January
- Graduated 26 operators in July
- Increased marketing efforts
- Updating “Signing Bonuses” to reflect market competition
 - CDL Bus Operator: from \$3,500 to \$5,000
 - Non CDL Bus Operator: from \$1,500 to \$3,000
 - Adding sign-on bonus for mechanics of \$5,000
 - Adding sign-on bonus for all other positions of \$3,000
- Hired three mechanics in July

OPERATOR STAFFING



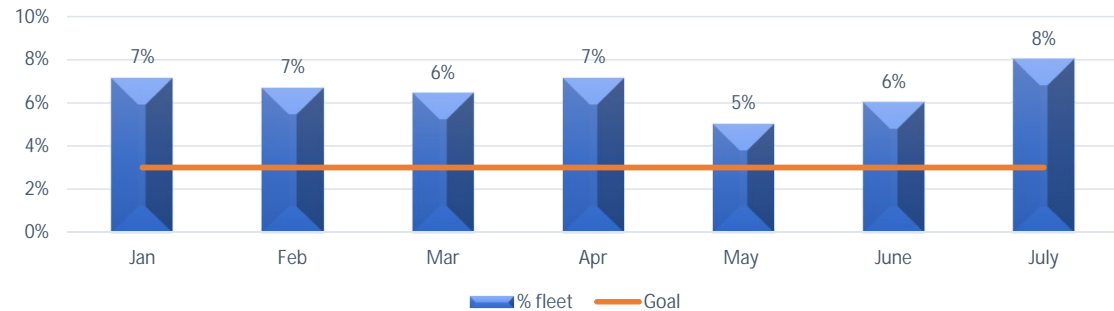
MECHANIC STAFFING



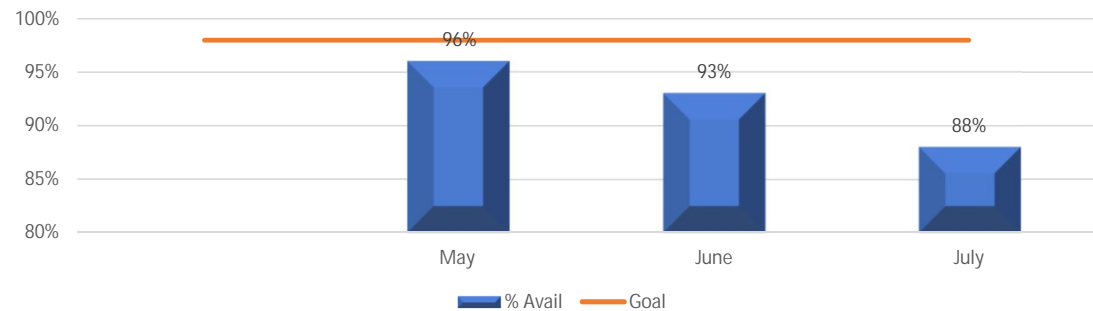
Parts

- Industry-wide, national & international supply chain issues
- Fuel prices have exasperated what was already an issue.
- Seen both an increase in the percentage of buses out of service due to parts as well as reduced availability of parts at the parts window.

% BUSES OUT OF SERVICE DUE TO PARTS

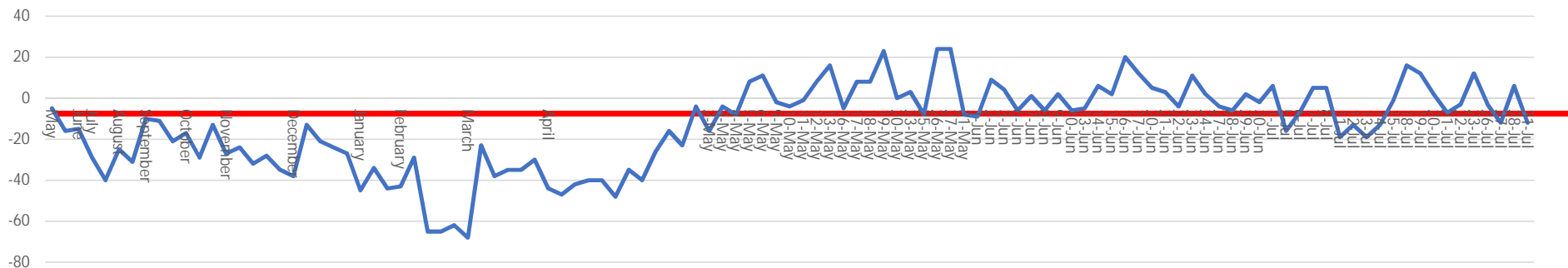


PARTS AVAILABILITY WHEN NEEDED



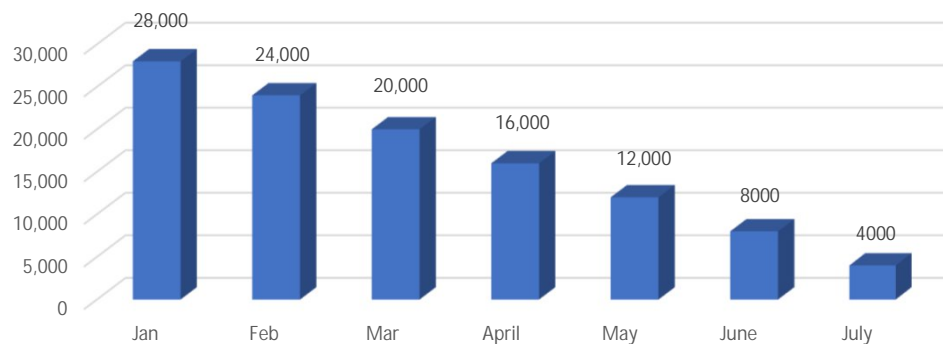
Vehicle Availability

VEHICLE AVAILABILITY



- Vehicle availability has improved but hot weather has caused issues and stressed AC and engine systems

BACKLOGGED HOURS OF WORK *

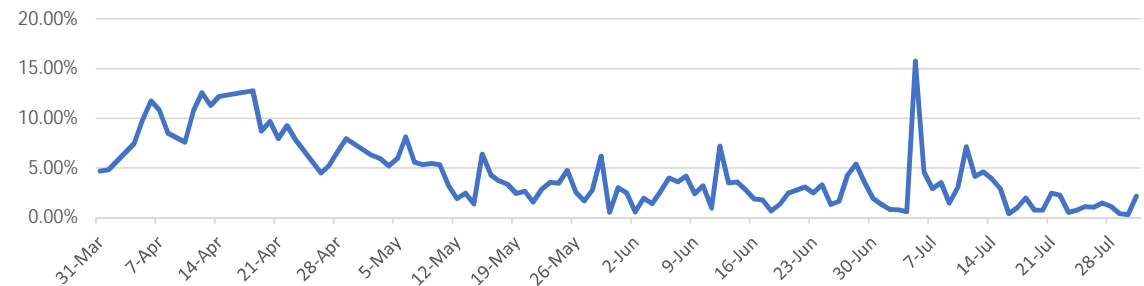


* Backlogged work hours estimated based on a review of buses on hold and available labor hours

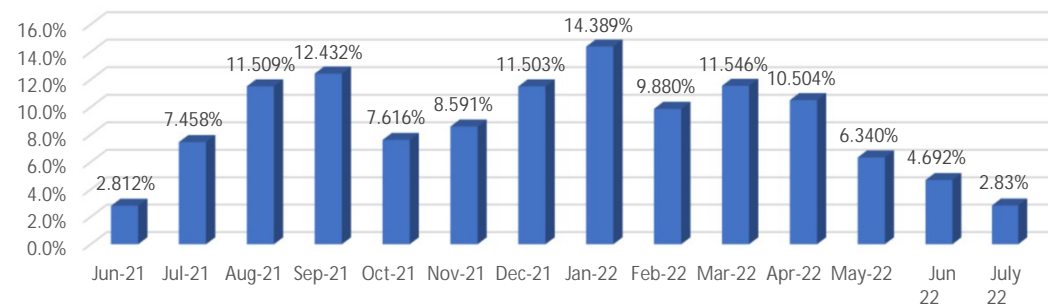
Lost Time: what the customer feels

- Lost time is the amount of service lost (the bus is not there or is late) due to resources, fleet performance, and issues outside of the agency's control
- Trending in the right direction
- Our goal for July is to maintain our lost time, if not improve. Given the continued impacts of heat on maintenance and operations, maintain this measure is a conservative and necessary approach.

DAILY LOST TIME



TOTAL % LOST (BUS ONLY)



Ridership

- Year over year ridership is growing
 - Reaching 73% of 2019 ridership numbers
 - Slow year-over-year growth in Local services
 - Pickup services doing very well with 100% year-over-year growth
- Seasonal drop in ridership over the summer months

CapMetro

Thank you!