

## Legislation Text

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**File #:** AI-2021-125, **Version:** 1

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**SUBJECT:**

Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Structura, Inc. to renovate the first floor of the Capital Metro administrative facility at 2910 E. 5<sup>th</sup> St., for \$1,767,362 plus \$170,000 in contingency for a total amount not to exceed \$1,937,362.

**FISCAL IMPACT:**

Funding for this action is available in the FY2022 Capital Budget

**STRATEGIC PLAN:**

**Strategic Goal Alignment:**

1. Internal/External Customer Service Excellence     2. Stakeholder Engagement  
 3. Financial and Environmental Sustainability     4. Staff Development     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 checked="" type="checkbox"/> 1.4 Culture of Innovation | <input checked="" type="checkbox"/> 2.1 Be an Employer of Choice | <input checked="" type="checkbox"/> 2.2 Organization Development |
| <input checked="" type="checkbox"/> 2.3 Organization Culture  | <input 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 renovation of the Capital Metro facility at 2910 E. 5<sup>th</sup> Street is required to create an attractive and cohesive workspace for service provider staff, Capital Metro Operations support staff and conference and training rooms to support Capital Metro needs. The renovated office and meeting space will be constructed to create open communications between Operations support staff and service providers in a modern and branded atmosphere. The open and airy workspace will accommodate approximately 18 people. Two new training rooms will be constructed to support initial and ongoing operator training. The new operator’s ready room will facilitate the modern needs of our operators and will include computer rooms, phone rooms, a recreation space and an isolated quiet room. A large multipurpose room will help to accommodate large operator training and larger agency meetings. Updating this space will create different working environments that will help Capital Metro and the service providers retain talent.

**BUSINESS CASE:** Renovating the Capital Metro facility at 2910 E. 5<sup>th</sup> St. is necessary to accommodate our current and

continual growth. Creating efficient and usable workspaces will help our operating and support staff perform and excel at their jobs while allowing for space for growth. The funding for this project is included in the FY 2022 capital budget.

COMMITTEE RECOMMENDATION: This item will be presented to the full board on October 25, 2021.

EXECUTIVE SUMMARY: In order to increase efficiency and reliability, the agency has identified the need to modernize and expand our operators and support staff area within the facility at 2910 E. 5<sup>th</sup> St. To accommodate this modernization, the agency needs to renovate the first floor of the facility at 2910 E. 5<sup>th</sup> St. to expand the functions currently housed there. In addition to improving the workspace for bus operations and dispatch, the driver ready room and break area will be enhanced. New training areas will be created and restrooms will be improved. Construction is forecast to begin in November of 2021 and conclude in May of 2022.

DBE/SBE PARTICIPATION: The SBE goal is 11%. The prime contractor will exceed the goal utilizing the following SBE subcontractors:

SBE Subcontractors	Race/Gender	Services/Products	SBE Responsive
Eastcreek Designs Dripping Springs, TX	Caucasian/ Female	Window Treatments	0.4%
Spectrum Resources Dallas, TX	Asian/Male	Specialty Services	1.4%
Action Decorating Austin, TX	Hispanic/Male	Painting and Wall Coverings	3.32%
CDMTek Dripping Springs, TX	Caucasian/Male	HVAC	21.49%
			<b>26.61%</b>

PROCUREMENT: On September 14, 2021, an Invitation for Bid was issued and formally advertised. By the closing date of October 14, 2021, six (6) bids were received.

RESPONSIBLE DEPARTMENT: Facility Management

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

**STATE OF TEXAS  
COUNTY OF TRAVIS**

**AI-2021-125**

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to provide administrative workspace that promotes efficient and effective operations and promotes a culture of communication; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need to renovate the first floor of the facility at 2910 E. 5<sup>th</sup> St.

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors that the President & CEO, or his designee, is authorized to finalize and execute a contract with Structura, Inc. to renovate the first floor of the Capital Metro facility at 2910 E. 5<sup>th</sup> St., for \$1,767,362 plus \$170,000 in contingency for a total amount not to exceed \$1,937,362.

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

\_\_\_\_\_  
**Secretary of the Board  
Eric Stratton**