

~ NOTICE OF MEETING ~
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS MEETING
2910 East Fifth Street Austin, TX 78702

~ Agenda ~

Executive Assistant/Board Liaison Gina Estrada
512-389-7458

Monday, May 21, 2018

12:00 PM

Capital Metro Board Room

I. Pledge of Allegiance

II. Safety Briefing

III. Public Comment:

IV. Advisory Committee Updates:

1. Update on the Customer Satisfaction Advisory Committee (CSAC)
2. Update on the Access Advisory Committee (AAC)

V. Board Committee Updates:

1. Operations, Planning and Safety Committee
2. Finance, Audit and Administration Committee; and
3. CAMPO update

VI. Consent Items

1. Approval of the Minutes from the April 23, 2018 board meeting.
2. Approval of a resolution appointing Ephraim Taylor to the Customer Satisfaction Advisory Committee.
3. Approval of a resolution appointing Michael French to the Customer Satisfaction Advisory Committee.
4. Approval of a resolution authorizing the President/CEO, or his designee, to exercise option year one for first floor administrative space, in addition to nine months for basement administrative space, with Travis Properties, Inc. for downtown lease space located at 209 W. 9th Street in an amount not to exceed \$321,384.
5. Approval of a resolution authorizing the President/CEO, or his designee, to execute a modification of the contract with Downtown Gateway Partners to add \$370,000 for additional Engineering services work to be performed, plus \$500,000 in contingency, for a total revised contract amount not to exceed \$4,982,445.

6. Approval of a resolution authorizing the President/CEO, or his designee, to negotiate, finalize, and execute a cooperation agreement with Bread and Circus, LLP for the removal and reconstruction of their southern staircase/ramp and associated encroachment application with the City of Austin.

7. Approval of a Resolution authorizing the President/CEO, or his designee, to finalize and execute a modification to AECOM's contract for the development of Project Connect Comprehensive Transit Analysis Study extending the "Period of Performance" from 30 Months to 34 Months with a final date of December 30, 2018 and increasing the existing "Price not to Exceed" of \$3,000,000 to \$3,600,000.

VII. Action Items:

1. Approval of a resolution authorizing the President/CEO, or his designee, to finalize and execute a contract with Muñiz Concrete & Contracting, Inc. for \$1,477,499, for the construction of an additional 16 MetroRapid stations and related infrastructure, with a 15% contingency amount of \$221,625 for a total not to exceed amount of \$1,699,124.

2. Approval of a resolution authorizing the President/CEO, or his designee, to finalize and execute a lease for office space located at 507 Calles Street, for 12,000 rentable square feet, plus a 12% add on factor for common restrooms and hallways with 3423 Holdings, LLC for a base term of five (5) years for an amount not to exceed \$1,844,521.

3. Approval of a resolution authorizing the President/CEO, or his designee, to finalize and execute a contract with G. Hyatt Construction, Inc. for the construction of the Westgate Transit Center for \$3,237,381 plus \$323,738 (10%) contingency for a total not to exceed amount of \$3,561,120.

4. Approval of a resolution authorizing the president/CEO, or his designee, to finalize and execute contracts with Riata Enterprises and Muñiz Concrete and Contracting, Inc. for transit facility construction projects for a one (1) year base period with two (2) option years for a total amount not to exceed \$2,344,927.

VIII. Presentations:

1. Project Connect Update
2. Rail Customer Service Enhancement Plan

IX. Reports:

1. Quarterly Planning and Ridership Report
2. Quarterly Operations Report
3. Quarterly Financial Report
4. Performance Dashboard
5. President/CEO Report

X. Executive Session of Chapter 551 of the Texas Government Code:

Section 551.504 for Personnel Matters regarding President/CEO Performance Metrics.

XI. Items for Future Discussion:

XII. Adjournment

ADA Compliance

Reasonable modifications and equal access to communications are provided upon request. Please call (512)389-7458 or email gina.estrada@capmetro.org if you need more information.

BOARD OF DIRECTORS: Wade Cooper, chair; Delia Garza, vice chair; Juli Word, board secretary; Pio Renteria, Terry Mitchell, Jeffrey Travillion, Rita Jonse and Ann Kitchen. Board Liaison: Gina Estrada (512)389-7458, email gina.estrada@capmetro.org if you need more information.

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
Board of Directors**

**MEETING DATE: 05/21/2018
(ID # 4127)
CSAC Minutes**

CSAC Minutes

Customer Satisfaction Advisory Committee
May 9th, 2018
209 W. 9th Street, Austin, Texas 78701
6:00 p.m. – 7:15 p.m.

Call to Order:

Chairman Foster called the meeting to order at 6:00 p.m.

Introductions:

Committee Members present were David Foster, Rich MacKinnon, Jeff Lewis, Elizabeth Stehl, and BJ Taylor.

Capital Metro staff present were Kendall Jackson, Sam Sargent, and Jenn Golech.

Members of the public present were Jayda Golech.

Citizen Communication:

There were no citizens present to provide public comment.

New Business
June 2018 Service Change Implementation Update

Jenn Golech, Manager – Service, Projects, Planning, Implementation

Jenn is the Project Manager for Cap Remap. She talked about the countdown clock which is now on the website. There is work being done on the back end of website, on technology on buses, and in operator / staff training. Training every single person on Cap Remap because everyone will be in the field, which is of course the same with operators. Building 80 new bus stops before June 3rd and will continue building additional ones after June 3rd. We're on schedule!

Jeff Lewis: What is public outreach for this process?

Jenn: More informational, but at this point, but we are keeping track of feedback. Can make changes in August. There is the outreach staffing team who will be Bilingual Cap Metro customers.

Jeff: What data points are they collecting and where do they go?

Jenn: There is the CS system for phone calls. The street team collects feedback like staff does, then can be compiled.

Sam: Added that the agency will create a heatmap. Measuring how many people engage, which languages, which routes.

Jenn: There are over 1600 signs, then we'll work on updating amenities. The objective has been to reach existing customers. At-stop: handing out printed materials, trip planning. Bicycle

staffers on 2nd street and similar places. MetroAccess vans for this, too. 76 new bus stops constructed, 5 more coming.

David: What has the feedback been about new signs?

Jenn: Overwhelmingly positive feedback. Met with CS this morning and no confusion – which is good! 1,600 new signs, and 700 already up.

MetroRail Schedule + PTC Update

Sam Sargent, Deputy Chief of Staff

Fleet is now 10, but trains only pass at MLK and Kramer. Adding 3 more passing points, which gives more flexibility and frequency. We tried to run 7 trains, but there were too many variables and punctuality was an issue. We reevaluated and are now running 6 trains: almost 100% on-time now. MetroRail riders are creatures of habit, so we can't lose them.

Rich: What would the frequency be when the construction for 5 passing points is done?

Sam: Not sure exactly, but I think it's 18-20 minute frequency.

Rich: At the Domain they're working on the Kramer st. extension. That could almost be "Domain Station." But, he heard from Javier that it the station may be moving North? People don't even know that you can take the train to the Domain.

Kendall: We will invite Javier to talk about Kramer Station next time.

Sam: PTC update: federally mandated safety hardware, has to be 50% done by the end of the year. If we have the extension, we're good to go until 2020. When Congress mandated, there was no funding included. This construction has been contributing to slowdowns.

Performance Dashboard Intro

Sam Sargent, Deputy Chief of Staff

Performance Dashboard will be shown to board in June. We're taking data points and putting them into dashboard. Things like ridership, on time performance, CS data, accidents, etc. Things that exist if people ask, but want to provide it. He'll show this next time.

Summer Pilots Intro

Sam Sargent, Deputy Chief of Staff

K-12 Pilots: He'll have marketing materials next time.

Jeff: do we do things with movie theaters?

Sam: will check in with Greg.

Jenn: There are opportunities like Alamo kids camp, Cinemarks.

Sam: The late night pilot service is projecting 6200 additional riders, Saturdays projecting 1500 additional riders, conventions TBD. To get the word out about the K-12 pilot, we're getting into PTAs and newsletters. Free fares for everyone June 3rd – 8th.

Rich: Berlin has family fares: the fare is for one adult, but their accompanying kids are free.

Action Items

June Meeting Discussion + Board Meeting Discussion

Kendall Jackson, Community Involvement

Things for the June agenda: Javier to talk about Kramer Station, Sam to talk about Performance Dashboard and more about Summer Pilots, Equity / Title VI, Complaint Process and Stats.

Approval of March and April 2018 Minutes

BJ moved to approve the March minutes and Elizabeth Stehl seconded. This carried 4-0.
Elizabeth Stehl moved to approve the March minutes and BJ seconded. This carried 4-0.

Adjournment

The committee adjourned at 7:21 p.m.

**Capital Metropolitan Transportation Authority
Board of Directors**

**MEETING DATE: 05/21/2018
(ID # 4123)
Access Committee**

Access Committee

Access Advisory Committee

 Wednesday, May 2nd, 2018

 2910 E. 5th Street

Austin, Texas 78702

5:30 p.m. – 6:25 p.m.

1. Call to Order

a. Welcome / Introductions

Chairman Chris Prentice, Access Advisory Committee called meeting to order at 5:30p.

Committee members present were Chairman Chris Prentice, Vice Chairman Paul Hunt, Molly Birrell, Glenda Born, John McNabb, Pat Thomas, Mike Gorse, Linda G, and Estrella B.

Capital Metro staff members present were Chad Ballentine, Martin Kareithi, Jessica McHarg, Lawrence Deeter, Cassandra E., and Jeff Dennin.

Capital Metro contractor staff present was Nate Peterson (RideRight).

There were no members of public present.

2. Citizens' Communication

There were no members of the public present to provide comment.

3. Monthly Updates

a. Statistics / Tech Update

Chad presented the March MetroAccess statistics. Of note is that the application process hit a record last month.

b. Pickup Pilot update

Pickup pilot ridership continues to increase, but ends June 2 right as Cap Remap adds service in the pilot area. Communicating pilot end with on vehicle notices, App notices and a survey. Survey request going out soon; asking how much customers would be willing to pay for similar service. Chair Prentice noted that there might be protests when service ends; Chad answered that there be more pilots in the near future to address gaps.

c. Future Innovation Zones Update

The is a TNC Pilot with RideAustin in the works, on Exposition where 21/22 service eliminated; buffer area around where service is needed. Free for customers but paid for by CapMetro. \$5/ride; started at urging of new President/CEO Randy Clarke; looking at projects that are innovative, fast and repeatable; RideAustin a good partner – a non-profit that believes in transit.

Small, but hopefully scalable pilot. Access via app. Working on fare policy. Hours limited to 7a to 7p. Ridership in area is low.

Chair Prentice: Can O’Henry kids use? Begs question if kids under 16 can summon a rideshare?

Chad: Partnerships have different rules, but he will check on that.

Chair Prentice: what is area of pilot?

Chad: 10/12 blocks – Enfield to Westover ~1 mile, then 8 block west and 6 blocks east (MoPac)

Molly Birrell: Question about the removal of a stop under MoPac and the impact on Austin High.

Chad: Cap Remap has a new stop with school trips to drop closer. Pickup has worked and now we are looking at this innovation option, maybe with lower costs. Another innovation is the free fares for k-12; for AISD but any kid with school ID or RDID card; similar to Haul Pass from several years ago, but free. Lots of advertising planned. Chair Prentice already heard about it on KLBJ! MetroAccess 18 and under will also ride free during summer. Each potential client will be called and Chad says there is only a handful. No charge for companions.

Chair Prentice: Special education kids might be as old as 22. If older than 18 and still in HS, is this an opportunity? Chad will look into it.

d. Beacon Pilot Update

Martin: We started doing a beacon pilot around SXSW; 15 stops with next bus info and general wayfinding but not much more. Partners have now made enhancements to blindsquare incorporating on-the-ground, turn-by turn instructions but MK hasn’t tested yet. We have until May 18 to test. Need blind, low vision, testers with iPhone who can go downtown. Any and all feedback by May 18. More wayfinding to come.

e. Additional Updates:

Customer satisfaction survey: Martin running the show, doing a test run which will be rolling out in the month or two. Will start hearing about folks getting called. We are benchmarking and hoping for progress. Have made 40 attempts with an 86% response rate. Survey is 20 minutes long and we let people know how long it will take up front.

Chair Prentice: How is it administered?

Martin: Phone survey. Considered online, but hard to follow-up on the responses about ‘feelings’ this way so not doing it.

South base procurement: awarded to Ride Right who currently operate north. Contract is a 4-year base with 2 3-year options. All drivers/dispatchers will be retained, but senior management and technology will change starting Oct. 1. Training and transition until then. Should be seamless. Rodney Rucker will be president. Chad will bring him to access meeting once he’s on board.

Chair Prentice: Will he work for Ride Right or Capital Metro?

Chad: He will be employed by Ride Right. We will have two contracts with two diff managers, the same as we do with MV for bus service.

Chair Prentice: What are the cost implications? Hourly rates different?

Chad: Higher rate built in due to 24/7/365 service with accessible vehicles at south location. North is less due to less responsibility. Price difference between 6.5 million over 10 years between two responses.

Paul Hamilton has moved on to RTD in Denver. Airport discussion will slow down but we'll get back to it as soon as we have the resources.

4. New Business

a. June 2018 Service Change Implementation Update

Lawrence: we have 4 weeks, 3 days, 7 hours by our nifty countdown timer on website. We are on schedule – we will be ready on June 3. Trip planner live to get trips post-June 3. Martin notes that it's best to use the Apple version of the app; web version is tricky with readers. Better experience with mobile app. Google also has data. Transit app too. Everything is changing therefore all printed materials being updated and on-street collateral and street signage. Outreach surge May 10 to June 10. Staff will be on the street and at stops; brand ambassadors as well who are transit users and bilingual. We are covering 91 shifts/week to inform existing customers to make sure they know what changes are and trip plan. Educate on App use and provide system maps.

Chair Prentice: Will staff be wearing uniforms?

Lawrence: Yes, shirts and hats and safety vests to help identify. Also doing bicycle outreach – along 17 where route shifts south on 2nd. Sag and sweep: After launch, we will searching for customers who may be stranded and offer them a ride to the nearest stop. Free rides week of the change. 67 new bus stops already built with 8 to go; [showed picture of new stop ADA accessible stop at Robert Martinez; checking for curb cuts and accessibility during construction phase. May start installing amenities before June 3, ahead of schedule. Partnering with city to do intersection work to allow new service; we are paying for work they will do for us.

b. Stop Signage Update:

Cynthia: temporary coroplast in different colors [sample passed out]. Sturdy and durable. 4 types/4 colors depending on what's happening at stop. Green—change coming. Red means stop going away. Then new neighborhood style sign goes in – good time to install new signage but we can't do it all at once – started install last week blue with grey and a yellow tag for timepoint – timepoint means a driver can't leave early. 2 versions orange/blue and yellow. Current v. coming or coming June 3. Also installing new poles – pole location may change so if you are used to location, be aware of possible changes. Should be in better place, closer to amenities and all will have new braille. [CB handed around braille samples.] 400 installed, 1200 more to go.

QUESTION: Are they still peel and stick? Marketing folks are experimenting with diff adhesives and corners have been rounding so it's harder to pull off to prevent vandalism. How will pole locations change? Any consistency? Lawrence will check.

QUESTION: What about contrast on new signs for low vision? Grey and white doesn't seem good.

Martin: we got feedback from this group and travel trainers and this color was OK. Reflective components to help evening travel and pole has a reflective stripe.

QUESTION: Can an app help with this in the future?

Martin: Yes! That is the goal. The website has a lot of information. You can always contact Lawrence directly. If you can't read these signs, encourage others and adb/nfb colleagues to trip plan in advance.

QUESTION: QR code not identifiable by touch.

Martin will take that back to marketing.

Action Items

c. Approval of April 2018 Minutes

The minutes were approved with changes noted: 'diver' corrected and month of report corrected.

5. Meeting adjourned at 6:32p.

Capital Metropolitan Transportation Authority
Board of Directors

MEETING DATE: 05/21/2018
(ID # 4126)

Approval of the Minutes from the April 23, 2018 board meeting.

Approval of the Minutes from the April 23, 2018 board meeting.

CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS MEETING
 2910 East Fifth Street Austin, TX 78702

~ Minutes ~

Executive Assistant/Board Liaison Gina Estrada
512-389-7458

Monday, April 23, 2018
12:00 PM

12:12 PM Meeting Called To Order
3:13 PM Meeting Adjourned

I. Pledge of Allegiance

II. Safety Briefing

Donna Simmons, Executive Vice President and Chief Safety Officer, gave her monthly safety briefing. She outlined basic safety procedures for the boardroom and highlighted the safety of traveling by public transit.

III. Public Comment:

Mike Burnett, citizen, gave a short presentation on his company Flex Engineering. The company helps optimize business operations through automation technologies. He suggested they might be useful in providing business system consulting to Capital Metro.

Alaina Macia, President and CEO of Ride Right, commented on the importance of employees to the company and gave an overview of wages and benefits. She also highlighted the importance of safety for the company and said they will be the best partner for Capital Metro.

Mona Maydee, citizen, is a UT employee and regular rider. She is opposed to Action Item #3 because she believes many of the June Service Changes are not in the spirit or letter of the Title VI guidelines. She is particularly concerned with the shortening of Route 392 near the Arboretum. She also objects to the removal of Route 21/22. She gave some examples of fellow customers who were losing access to medical facilities.

Margaret Mills, citizen, lives in the Cherrywood neighborhood and is concerned about the loss of Route 21/22. Many UT faculty, staff, and students live in this area and will lose direct access. She has friends and neighbors who have given up their cars and this will be difficult for them. No impact study was done.

Brent Payne, Amalgamated Transit Union, passed out copies of an earlier 13c agreement between the ATU and Capital Metro. Would like this agreement to remain in effect with award of the South Base paratransit contract. These changes to service providers have effects on many long-term employees for things like tenure, leave, and individual's credit ratings. We have to ensure this transition goes smoothly. Operators are the face, and rule enforcers, for Capital Metro. Suggest regular meetings directly with Capital Metro to deal with issues such as safety.

Hershall Shelley, citizen, spoke against the loss of Route 21/22. Loss of this route will affect libraries, the elderly, and students.

Cynthia Sibley, citizen, just moved to the Village at Collinwood and is concerned about the loss of her bus route, the 392. She would like to have it continue for herself and her fellow riders.

IV. Advisory Committee Updates:

1. Update on the Customer Satisfaction Advisory Committee (CSAC)

Kendall Jackson, Community Involvement Team, provided the report.

Attachment: 180423 Board Meeting Minutes (4126 : Approval of the Minutes from the April 23, 2018 board meeting.)

The Customer Service Advisory Committee met April 11th. President Clarke attended the meeting to introduce himself and answer questions. The committee also heard an update on the June Service Change.

2. Update on the Access Advisory Committee (AAC)

Kendall Jackson, Community Involvement Team, provided the report.

The Access Advisory Committee met April 4th. As he had with CSAC, President Clarke attended the meeting to introduce himself and answer questions. The committee also heard an update on the June Service Change.

V. Board Committee Updates:

1. Operations, Planning and Safety Committee

Committee Chair Jonse did not attend the meeting and no report was given.

2. Finance, Audit and Administration Committee; and

Chair Mitchell relayed that the FAA Committee had heard presentations on the 2017 Financial Audit, the Internal Audit Plan, and an Internal Controls presentation in addition to the regular monthly financial report.

3. CAMPO update

Board member Mitchell reported that CAMPO met on April 9th. At that meeting there was a presentation on a draft program of activities for 2019-2022, a Transportation Improvement Program (TIPS), and also one on a long-term program of activities.

VI. Consent Items

1. Approval of Minutes from March 26, 2018 board meeting.

2. Approval of a resolution authorizing the President/CEO, or his designee, to execute an Interlocal Agreement with the University of Washington to provide pedestrian data for accessible pathway trip planning in an amount not to exceed \$30,000.

3. Approval of a resolution authorizing the President/CEO, or his designee, to finalize and execute Amendment #1 to the Contracted Service Supplement No. 5 with Capital Area Rural Transportation System (CARTS) for the operation of Route 1517 Gold Route - interurban coach express to extend service for this route not to exceed December 31, 2018 or until the remaining grant funding amount of \$58,000 has been depleted.

4. Approval of a resolution authorizing the President/CEO, or his designee, to negotiate, finalize and execute an Interlocal Agreement (ILA) with the City of Austin allowing Capital Metro to relocate underground chilled water services lines that connect to the Austin Convention Condominium Association's (ACCA) building (commonly referred to as the "Hilton Austin Hotel" building) as part of the work required for the Downtown Rail Station Improvements project.

5. Approval of a resolution authorizing the President/CEO, or his designee, to execute a contract with Sam Pack's Five Star Ford, utilizing the Houston-Galveston Area Council's Purchasing Cooperative, to purchase up to ten (10) Ford Police Interceptor Sedans, in an amount not to exceed \$325,253 for security patrol vehicles.

VII. Action Items:

1. Approval of a resolution authorizing the President/CEO, or his designee, to finalize and execute a contract with Ride Right, LLC for contracted paratransit services for a period of 4 years with two 3-year options for an amount not to exceed \$210,090,123.

Chad Ballentine, Vice President of Demand Response and Innovative Mobility, presented this item.

Chad gave a brief overview of overall paratransit services. This contract would be for operations out of the South Base location beginning October 1st of this year. Chad ran through the terms of the contract, a timeline, and what each party would be responsible for. The number of service hours at this location would be essentially frozen at current levels because we are at capacity at this location.

Ride Right was selected as the awardee for this contract from among five bidders. They are a woman-owned company, committed to safety, and Capital Metro has had other contracts with them in the past. They have offered a value-added customer app as part of their bid. Ride Right intends to begin outreach to new employees immediately and will work with MV to ensure a smooth transition. They will also be meeting on a regular basis with the union.

Linda Cherrington from the Texas Transportation Institute then presented a summary of the independent cost analysis that her organization did. Initial proposals were carefully scrutinized and then discussed with proposers in oral interviews. A final proposal from each was then submitted. Each proposer confirmed that their intention was to meet or exceed the current pay rates and benefits in the current collective bargaining agreement, and an intent to increase pay rates each year over the life of the contract.

Following questions from board member Travillion, Chad acknowledged the challenges at the Thompson Lane facility with flooding and ingress/egress, and said that in the new contract we will be expecting Ride Right to have more participation in the scheduling and dispatch functions. We are also looking to implement a combined dispatch center.

Board member Garza asked if there were language in the new contract that specified that employees will be paid at the current rates or higher. Chief Counsel Kerri Butcher answered that we cannot dictate what they will be paid, that the new contractor will need to negotiate with the union on an overall pay and benefits package. Board member Garza indicated that she understands, but that she will not feel comfortable voting for this without some assurances that things will remain at or above current levels. Ms. Macia from Ride Right got up to say that she guarantees that wages will be at or above the current level, and that the transition of medical benefits will be smooth. All employees are covered by United Healthcare regardless of level, and sign-ups will take place onsite.

Board member Kitchen suggested that perhaps there be an amendment or attachment to the contract that gave general guidelines for things like pay and benefits, seniority, retirement, discipline and accrued leave. Kerri answered that was possible, and that staff could draft that and bring it back to both the board and Ride Right. Ms. Kitchen said that from a policy perspective she feels it is important to have those kinds of parameters.

Chair Cooper asked about the impact on the timeline if the board took time to sort out some of these issues. President Clarke emphasized the importance of leaving enough time for a smooth transition. He asked the board for clarification of the specifics that they would be looking for in the new contract, so that he could ensure they were taken care of. Vice President of Operations and Maintenance Oversight Dottie Watkins came to the podium to say that many of the items being discussed were already in the proposed contract, and that some slight changes to memorialize what was being discussed today would probably be sufficient. President Clarke further explained that the RFP does require the winning bidder to comply with the current CBA, and the owner of the company had publicly agreed to that as a base of negotiation.

President Clarke suggested that we add language to the resolution that specifically called out the current CBA as a baseline. Board member Garza suggested a sentence or two that says that the CBA is a floor "unless the contractor and the union expressly agree to alter the terms". Further discussion on specific language led to the addition of an additional Be It Resolved clause read by Ms. Butcher: "Be it Further Resolved that Capital Metro will enter into a contract with Ride Right with terms stating that the current Collective Bargaining Agreement between MV and ATU will be the floor for negotiations unless otherwise agreed to between the Union and Ride Right." Chair Cooper suggested that the clause prior to the new one be amended to say "provided that" rather than saying "shall".

RESULT:	ADOPTED AS AMENDED [UNANIMOUS]
MOVER:	Delia Garza, Board Member
SECONDER:	Terry Mitchell, Board Member
AYES:	Mitchell, Cooper, Garza, Kitchen, Renteria, Travillion
ABSENT:	Word, Jonse

2. Approval of a resolution authorizing the President/CEO, or his designee, to finalize and execute a contract modification to include the award of three (3) option years with Ride Right, LLC for operation of the North Paratransit Operating Facility. This resolution is an increase to the total contract amount by \$25,679,658, for a total not to exceed amount of \$78,673,506.

Chad Ballentine, Vice President of Demand Response and Innovative Mobility, presented this item.

Capital Metro's previous overflow service provider went out of business at the end of the fiscal year and Ride Right has picked up all of their service. This has added unexpected hours to the contract. This location does not operate as many hours as the South Base, but there is more room for growth. This extension will align the end dates of the north and south base contracts.

Board member Garza asked for Chad to confirm that this contract extension did not involve wages and benefits as the previous item had. Chad clarified that this contract already has an agreement for that in place. Board member Kitchen asked about using wheelchair-accessible vehicles only out of the south base location. Chad said that currently we have plenty of wheelchair-capable vehicles at the south base, but in the future some could be added to the north location as well.

Board member Travillion asked about strategic planning and planning for locations that fit operation and real estate needs longer-term. President Clarke clarified that there would be an upcoming board discussion on real estate, and that the alignment of the two paratransit contracts will give us flexibility to adjust paratransit business needs when these are up for renewal.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Terry Mitchell, Board Member
SECONDER:	Jeffrey Travillion, Board Member
AYES:	Mitchell, Cooper, Garza, Kitchen, Renteria, Travillion
ABSENT:	Word, Jonse

3. Approval of a resolution for adoption of the Title VI Service Monitoring Results and the Triennial Title VI Program Update.

Chief Counsel and Chief of Staff Kerri Butcher presented this item.

Kerri clarified that this program update and service monitoring results are not related to Cap Remap. We are required to submit the report and these results to the FTA by June 1st. The update and results were presented to a joint session of the two board committees earlier this month. The document that we submit to the FTA demonstrates to them that we have a system and a method for individuals to file a complaint if they believe they have been discriminated against under Title VI; that

Attachment: 180423 Board Meeting Minutes (4126 : Approval of the Minutes from the April 23, 2018 board meeting.)

we have programs for outreach to minority and low-income populations; and that we provide information in a variety of appropriate languages to our customers.

The other piece is the service monitoring results, and there are specific metrics that Capital Metro is required to evaluate such as on-time performance and bus stop amenities. The snapshot that these results are based on was done in September 2017. There were some deficiencies identified between minority and non-minority routes on some of these metrics, but our Planning Department believes that many of the changes we are making in Cap Remap will address them.

Zenobia Joseph, citizen, provided public comment. She had comments on Route 392 -- that even though the results are looking at things that happened in the past, there is nothing in the report that specifies that the route does not have a disparate impact. In relation to changes to come, Route 392 has 15.3 riders per hour, and the new Route 30 has 15.3 riders per hour as well. However, on the 392, we wait in the neighborhood approximately 60 minutes or longer for the bus to come. I am asking you to look at Route 30, which will have 30-minute frequency, whereas the 392 will have 40. The proposal to connect the 392 with the Route 243 has never come before the board. I would ask you to defer this item. We have a disparate impact on Route 392 in particular.

Board member Travillion asked if we have done a disparate impact analysis on the points raised by Ms. Joseph. Kerri explained that there was a service equity analysis done which included a disparate impact and disproportionate burden analysis on each of the individual routes impacted by Cap Remap. We can provide a copy of that to you. President Clarke added that he had met with Ms. Joseph, Board Member Travillion, and Council member Houston on Friday, and has asked staff to put together a memo that addresses the 392 specifically. Board member Travillion commented that he hopes route analysis can be done in a way that is strong, solid, and consistent. President Clarke replied that we are working on a new dashboard that will show route information in a new and complete way for the community.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Sabino Renteria, Board Member
SECONDER:	Terry Mitchell, Board Member
AYES:	Mitchell, Cooper, Garza, Kitchen, Renteria, Travillion
ABSENT:	Word, Jonse

4. Approval of a resolution authorizing the President/CEO, or his designee, to finalize and execute a contract for the Printing of Pocket Schedules with AC Printing in the aggregate amount not to exceed \$1,111,552 for one (1) base year and four (4) one-year options.

Director of Marketing Cynthia Lucas presented this item.

Maps and brochures are printed at least 3 times a year at service change. We also print a number of other informational and marketing leaflets using this contract. Capital Metro carefully monitors demand to gauge how many of each item to print.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Delia Garza, Board Member
SECONDER:	Terry Mitchell, Board Member
AYES:	Mitchell, Cooper, Garza, Kitchen, Renteria, Travillion
ABSENT:	Word, Jonse

VIII. Presentations:

1. Strategic Board Agenda Calendar

Attachment: 180423 Board Meeting Minutes (4126 : Approval of the Minutes from the April 23, 2018 board meeting.)

President Clarke presented the board with an overview of a strategic board calendar for feedback. He is hoping to make the best use of board members' time to discuss these types of policy topics by focusing on one or two items each month.

Board member Kitchen asked about the possibility of scheduling a board worksession devoted to the topic of funding for Project Connect. President Clarke explained that this calendar is board meeting specific, but agreed specific Project Connect discussions were needed. Chair Cooper added that he would like to see board worksessions scheduled with greater frequency and suggested bimonthly. Board member Travillion said he felt that was a good idea, and hoped that each could include an internal SWOT analysis.

Board member Renteria reminded fellow board members and staff that City Council takes July off from regular meetings, so check with council staff on availability.

IX. Reports:

1. President's Report

President Clark presented his monthly report. Topics covered included the Meet the Team event at Republic Square, a thank you to City Councilmembers on the Austin Mobility Committee for their support of moving forward on funding for Project Connect, the Capital Metro multicultural event, and a designated parking spot at Capital Metro as a way to recognize top bus operators. He also mentioned an Earth Day ride with Board member Renteria.

X. Executive Session of Chapter 551 of the Texas Government Code:

Section 551.074 for Personnel matters - Establishment of President/CEO Performance Metrics.

Into Executive Session: 2:34 p.m.

Out: 3:13 p.m.

XI. Items for Future Discussion:

Board member Renteria asked if the board could get more information or have a presentation about the possibility of advertising at bus shelters.

XII. Adjournment

ADA Compliance

Reasonable modifications and equal access to communications are provided upon request. Please call (512)389-7458 or email gina.estrada@capmetro.org if you need more information.

BOARD OF DIRECTORS: Wade Cooper, Chair; Delia Garza, Vice Chair; Juli Ward, Board Secretary; Ann Kitchen, Jeffrey Travillion, Rita Jonse, Terry Mitchell and Pio Renteria. Board Liaison: Gina Estrada (512)389-7458, email gina.estrada@capmetro.org if you need more information.

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
Board of Directors

MEETING DATE: 05/21/2018
(ID # 4125)

Appointment to CSAC Ephraim Taylor

Approval of a resolution appointing Ephraim Taylor to the Customer Satisfaction Advisory Committee.

**Capital Metropolitan Transportation Authority
Board of Directors**

MEETING DATE: 5/21/2018

(ID # AI-2018-821)

**Appointment of Ephraim Taylor to the Customer Satisfaction Advisory
Committee.**

SUBJECT:

Approval of a resolution appointing Ephraim Taylor to the Customer Satisfaction Advisory Committee.

FISCAL IMPACT:

This action has no fiscal impact.

STRATEGIC PLAN:

Strategic Goal Alignment:

3. Community

Strategic Objectives:

3.3 Create service strategies that utilize community and stakeholder feedback

EXPLANATION OF STRATEGIC ALIGNMENT:

The Customer Satisfaction Advisory Committee (CSAC) provides valuable insight and recommendations to the Board of Directors to assist in making riding Capital Metro services safe, reliable, and accessible.

BUSINESS CASE:

Does not apply.

COMMITTEE RECOMMENDATION:

This agenda item will be presented to the full Board on May 21, 2018.

EXECUTIVE SUMMARY:

Pursuant to Section 451.107, Texas Transportation Code, and Article VII, Section 7.1, Capital Metro Board of Directors Bylaws, the Board of Directors established the Customer Satisfaction Advisory Committee as part of a comprehensive community involvement strategy to provide input to the Board of Directors on decisions that affect the Authority.

Based on a recommendation from the Capital Metro President/CEO each member of the Board of Directors appoints one member of the committee with the exception of the Chair who appoints two members. At this time, Board Member Juli Word recommends Ephraim Taylor as her appointee to fill the vacant position on CSAC.

DBE/SBE PARTICIPATION: Does not apply.



PROCUREMENT: Does not apply.

RESPONSIBLE DEPARTMENT: Marketing/Communications

Attachment: Resolution-AI-2018-821 (4125 : Appointment to CSAC Ephraim Taylor)



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

STATE OF TEXAS

COUNTY OF TRAVIS

RESOLUTION (ID # AI-2018-821)

Appointment of Ephraim Taylor to the Customer Satisfaction Advisory Committee.

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro are committed to successful and meaningful public involvement; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro seek informed consent from the public by providing equitable access to decision making and offering opportunities to provide input from a representative set of the population that reflects the interests of the community when transportation decisions are made; and

WHEREAS, there exists a need to fill a vacant position on the Customer Satisfaction Advisory Committee (CSAC).

NOW, THEREFORE, BE IT RESOLVED NOW, by the Capital Metropolitan Transportation Authority Board of Directors that Ephraim Taylor is named to CSAC to serve a term concurrent with the term of Board Member Juli Word.

**Secretary of the Board
Juli Word**

Date: _____

Attachment: Resolution-AI-2018-821 (4125 : Appointment to CSAC Ephraim Taylor)

**Capital Metropolitan Transportation Authority
Board of Directors**

**MEETING DATE: 05/21/2018
(ID # 4124)**

Appointing Michael French to the Customer Satisfaction Advisory Committee.

Approval of a resolution appointing Michael French to the Customer Satisfaction Advisory Committee.

**Capital Metropolitan Transportation Authority
Board of Directors**

MEETING DATE: 5/21/2018

(ID # AI-2018-820)

Appointment of Michael French to the Customer Satisfaction Advisory Committee.

SUBJECT:

Approval of a resolution appointing Michael French to the Customer Satisfaction Advisory Committee.

FISCAL IMPACT:

This action has no fiscal impact.

STRATEGIC PLAN:

Strategic Goal Alignment:

3. Community

Strategic Objectives:

3.3 Create service strategies that utilize community and stakeholder feedback

EXPLANATION OF STRATEGIC ALIGNMENT:

The Customer Satisfaction Advisory Committee (CSAC) provides valuable insight and recommendations to the Board of Directors to assist in making riding Capital Metro services safe, reliable, and accessible.

BUSINESS CASE:

Does not apply.

COMMITTEE RECOMMENDATION:

This agenda item will be presented to the full board on May 21, 2018.

EXECUTIVE SUMMARY:

Pursuant to Section 451.107, Texas Transportation Code, and Article VII, Section 7.1, Capital Metro Board of Directors Bylaws, the Board of Directors established the Customer Satisfaction Advisory Committee as part of a comprehensive community involvement strategy to provide input to the Board of Directors on decisions that affect the Authority.

Based on a recommendation from the Capital Metro President/CEO each member of the Board of Directors appoints one member of the committee with the exception of the Chair who appoints two members. At this time, Board Member Terry Mitchell recommends Michael French as his appointee to fill the vacant position on CSAC.



DBE/SBE PARTICIPATION: Does not apply.

PROCUREMENT: Does not apply.

RESPONSIBLE DEPARTMENT: Marketing/Communications

Attachment: Resolution-AI-2018-820 (4124 : Appointing Michael French to the Customer Satisfaction Advisory Committee.)



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

STATE OF TEXAS

COUNTY OF TRAVIS

RESOLUTION (ID # AI-2018-820)

Appointment of Michael French to the Customer Satisfaction Advisory Committee.

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro are committed to successful and meaningful public involvement; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro seek informed consent from the public by providing equitable access to decision making and offering opportunities to provide input from a representative set of the population that reflects the interests of the community when transportation decisions are made; and

WHEREAS, there exists a need to fill a vacant position on the Customer Satisfaction Advisory Committee (CSAC).

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors that Michael French is named to CSAC to serve a term concurrent with the term of Board Member Terry Mitchell.

**Secretary of the Board
Juli Word**

Date: _____

Attachment: Resolution-AI-2018-820 (4124 : Appointing Michael French to the Customer Satisfaction Advisory Committee.)

Capital Metropolitan Transportation Authority
Board of Directors

MEETING DATE: 05/21/2018
(ID # 4099)

Exercise Option for Lease of 209 West 9th Street

Approval of a resolution authorizing the President/CEO, or his designee, to exercise option year one for first floor administrative space, in addition to nine months for basement administrative space, with Travis Properties, Inc. for downtown lease space located at 209 W. 9th Street in an amount not to exceed \$321,384.

**Capital Metropolitan Transportation Authority
Board of Directors**

MEETING DATE: 5/9/2018

(ID # AI-2018-737)

Exercise Option for Lease of 209 W. 9th Street

SUBJECT:

Approval of a resolution authorizing the President/CEO, or his designee, to exercise option year one for first floor administrative space, in addition to nine months for basement administrative space, with Travis Properties, Inc. for downtown lease space located at 209 W. 9th Street in an amount not to exceed \$321,384.

FISCAL IMPACT:

Funding for this action is available in the FY2018 Operating Budget.

STRATEGIC PLAN:

1. Customer,
4. Human Capital

Strategic Objectives:

- 1.4 Deliver a customer-friendly experience through our people and systems,
- 4.3 Be an Employer of Choice,
- 4.4 Improve internal communications

EXPLANATION OF STRATEGIC ALIGNMENT:

The exercise of the options on this lease space allows customers easy access to the Transit Store, as there are multiple bus routes that service this location. In addition, the Long-Range Planning Department, Customer Service Call Center, MetroAccess Call Center, MetroAccess Dispatch, MetroAccess Administration, and MetroAccess Eligibility Center will remain in this location to serve customers.

BUSINESS CASE:

Capital Metro does not own adequate administrative office space to house all of its services. Leasing office space is required to house all required services. The transit store is included in this lease space as it is in a centralized location, easily accessed by public transportation services.

COMMITTEE RECOMMENDATION:

This agenda item was presented and is recommended for approval by the Operations Planning and Safety Committee on May 9, 2018.

EXECUTIVE SUMMARY:

Capital Metro houses various activities in this leased space, including the Long-Range Planning Department, Customer Service Call Center, MetroAccess Call Center, MetroAccess Dispatch, MetroAccess Administration, MetroAccess Eligibility Center, and the Transit Store.



The Transit Store and MetroAccess Eligibility are located on the first floor of this lease space. The Long-Range Planning Department, Customer Service Call Center, MetroAccess Call Center, MetroAccess Dispatch, and MetroAccess Administration are located in the basement.

During the option year, Capital Metro will move MetroAccess Dispatch to a combined Control Center located at the North Operations and Maintenance facility. All other services currently located in the basement of 209 W. 9th Street will be moving to the Administrative Annex located at 624 N. Pleasant Valley.

Departments currently located in the Annex will move into the new lease space, and minor reconfigurations to the Annex will be made in preparation for moving departments located in the basement of the 209 W. 9th Street space. Future option years will only include space for the Transit Store and MetroAccess Eligibility services in order to provide continued customer services at a centralized downtown location.

DBE/SBE PARTICIPATION: Does not apply.

PROCUREMENT: Does not apply.

RESPONSIBLE DEPARTMENT: Real Estate



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

STATE OF TEXAS

COUNTY OF TRAVIS

RESOLUTION (ID # AI-2018-737)

Exercise Option for Lease of 209 W. 9th Street

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to conduct required operations in an efficient and economical manner; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need to continue to lease space for administrative and customer services.

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors that the President/CEO, or his designee, is authorized to exercise option year one for first floor administrative space, in addition to nine months for basement administrative space, with Travis Properties, Inc. for downtown lease space located at 209 W. 9th Street, to accommodate Long Range Planning Department, Customer Service Call Center, Metro Access Call Center, Metro Access Dispatch, Metro Access Administration, Metro Access Eligibility, and the Transit Store, in an amount not to exceed \$321,384.

Date: _____

**Secretary of the Board
Juli Word**

Attachment: Resolution-AI-2018-737 (4099 : Exercise Option for Lease of 209 West 9th Street)

Downtown Station Contract Modification with Gateway Design Partners

Approval of a resolution authorizing the President/CEO, or his designee, to execute a modification of the contract with Downtown Gateway Partners to add \$370,000 for additional Engineering services work to be performed, plus \$500,000 in contingency, for a total revised contract amount not to exceed \$4,982,445.

Capital Metropolitan Transportation Authority**MEETING DATE: 5/9/2018****Board of Directors****(ID # AI-2018-774)****Contract Modification with Gateway Design Partners for Design and Engineering Services of the Downtown Station Improvements****SUBJECT:**

Approval of a resolution authorizing the President/CEO, or his designee, to execute a modification of the contract with Downtown Gateway Partners to add \$370,000 for additional Engineering services work to be performed, plus \$500,000 in contingency, for a total revised contract amount not to exceed \$4,982,445.

FISCAL IMPACT:

Funding for this action is available in the FY2018 Capital Budget.

STRATEGIC PLAN:

1. Customer

Strategic Objectives:

1.3 Ensure an attractive and accessible transit environment,

1.4 Deliver a customer-friendly experience through our people and systems

EXPLANATION OF STRATEGIC ALIGNMENT:

Executing this contract modification will allow Capital Metro to design new and/or unforeseen scope items related to the permanent Downtown MetroRail Station project which will assist in increased rider capacity and frequency of the MetroRail system, plus greater access to a safe, accessible, and customer friendly environment.

BUSINESS CASE:

The Downtown Station is being developed to increase commuter rail service frequency and capacity. Executing this contract modification will allow Capital Metro to design new and/or unforeseen scope items related to the permanent Downtown MetroRail Station. Funding for these services is included in the FY 2018 budget and five year capital improvement plan.

COMMITTEE RECOMMENDATION:

This agenda item was presented and is recommended for approval by the Operations Planning and Safety Committee on May 9, 2018.

EXECUTIVE SUMMARY:

In July 2016, Capital Metro awarded a contract to Downtown Gateway Partners (Contract 200111) for a not to exceed amount of \$2,528,127 to design the Downtown Rail Station Improvement which is primarily funded by \$22 million in TxDOT grant funds. The original contract amount included a 15% contract contingency in the amount of \$330,000. In April 2017, the Board approved the first contract increase in the amount of \$1,584,318 for scope changes. Additional changes in scope due to other Capital Metro projects, City requirements, addressing property owner concerns, plus unforeseen site



conditions, have exhausted the original contingency amount. As the project progresses, new scope items and unforeseen conditions have been identified including:

- Incorporate and coordinate PTC requirements.
- Incorporate and coordinate other CMTA projects.
- Extended project management services & project coordination meetings.
- Redesign north platform to eliminate modifications to the Hilton staircase.
- Extended design services during construction
- Additional contract contingency for unanticipated design changes during the permit process and construction.

These items require an additional design fee of \$370,000. The project management team also requests that an additional \$500,000 be authorized to replenish the design contingency amount for future design changes or unforeseen conditions that may arise, for a total increase of \$870,000, for a total revised contract amount not to exceed \$4,982,445.

SBE PARTICIPATION: The 12% goal will be maintained by the contractor per the original contract; it is anticipated the contractor will exceed this goal.

PROCUREMENT: On July 26, 2016, Capital Metro awarded Contract 200111 to Downtown Gateway Partners for Downtown MetroRail Station Engineering Design Services in an amount not to exceed \$2,198,127 with a contingency of \$330,000, a total not to exceed amount of \$2,528,127, which the Capital Metro Board of Directors authorized via Resolution #CMTA-2016-53. On April 24, 2017, the Capital Metro Board of Directors approved an increase of \$1,584,318 to the contract value, for a total not-to-exceed amount of \$4,112,445, via Resolution #AI-2017-377. In order to accommodate additional design work under Contract 200111, an increase of \$870,000 to the contract value is requested, for a total not-to-exceed amount of \$4,982,445.

RESPONSIBLE DEPARTMENT: Capital Projects



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

STATE OF TEXAS

COUNTY OF TRAVIS

RESOLUTION (ID # AI-2018-774)

**Contract Modification with Gateway Design Partners for Design and Engineering
Services of the Downtown Station Improvements**

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to construct a permanent Downtown MetroRail Station to improve customer experience, provide an attractive and accessible transit environment, and increase rider capacity and frequency of the MetroRail system; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need to execute this contract modification to allow Capital Metro to complete the design of the permanent and improved Downtown MetroRail Station project.

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors that the President/CEO, or his designee, is authorized to execute a modification of the contract with Downtown Gateway Partners to add \$370,000 for additional Engineering services work to be performed, plus \$500,000 in contingency, for a total revised contract amount not to exceed \$4,982,445.

**Secretary of the Board
Juli Word**

Date: _____

Attachment: Resolution-AI-2018-774 (4102 : Downtown Station Contract Modification with Gateway Design Partners)



Capital Metro Downtown Station Improvements

CMTA Board Resolution
Contract Modification for Design Services
With Downtown Gateway Partners
May 2018



Summary of Previous Design Changes

April 2017 Contract Modification of \$1.6M has been used for the following:

- Unanticipated utility relocations - \$140K
- Design Storm Drain System associated with 60" betterment – \$353K
- City betterment requests - \$120K
- Unanticipated City of Austin changes or permitting/easement requirements - \$205K
- Design custom canopies, kiosks, decorative paving & lighting- \$190K
- 90 coordination meetings with stakeholders, property owners, & City of Austin Staff - \$185K
- Design modifications to Hilton Chilled Water lines- \$35K
- Extended design management due to extended project schedule - \$85K
- Miscellaneous (i.e. - value engineering, new safety items, temporary platform, environmental updates, CMTA changes, bid alternates) - \$270K

Summary of Future Design Changes

This requested Contract Modification will be used for the following:

- Design changes to accommodate Positive Train Control (PTC) – \$50K
- Design changes to accommodate other CMTA projects - \$25K
- Anticipated 30 months construction - \$200K
- Coordination meetings with stakeholders, property owners, & City of Austin Staff - \$45K
- Redesign north platform to eliminate impacts to Hilton Hotel staircase - \$50K
- Additional contract contingency for unanticipated design changes – \$500K
- **TOTAL REQUEST: \$870,000**



Thank you.

For more information visit:

<https://www.capmetro.org/plans-development/>

Downtown Multimodal Station



Capital Metropolitan Transportation Authority
Board of Directors

MEETING DATE: 05/21/2018
(ID # 4098)

Downtown Station Agreement with Bread & Circus, LLC

Approval of a resolution authorizing the President/CEO, or his designee, to negotiate, finalize, and execute a cooperation agreement with Bread and Circus, LLP for the removal and reconstruction of their southern staircase/ramp and associated encroachment application with the City of Austin.

Capital Metropolitan Transportation Authority**MEETING DATE: 5/9/2018****Board of Directors****(ID # AI-2018-758)****Downtown Station Improvements - Cooperation Agreement with Bread & Circus, LLC****SUBJECT:**

Approval of a resolution authorizing the President/CEO, or his designee, to negotiate, finalize, and execute a cooperation agreement with Bread and Circus, LLP for the removal and reconstruction of their southern staircase/ramp and associated encroachment application with the City of Austin.

FISCAL IMPACT:

Funding for this action is available in the FY2018 Capital Budget.

STRATEGIC PLAN:

3. Community

Strategic Objectives:

3.2 Build Strong Community Partnerships that further Capital Metro's mission and vision.

EXPLANATION OF STRATEGIC ALIGNMENT:

This cooperation agreement with an adjacent private property owner will allow Capital Metro to complete the permitting and construction activities for the new MetroRail Downtown Station Project.

BUSINESS CASE:

This cooperation agreement will allow Capital Metro to complete the permitting and construction activities on behalf of the Palm Door as needed to complete the new MetroRail Downtown Station Project. Funding for this action is available in the FY2018 Capital Budget and the five-year capital improvement plan.

COMMITTEE RECOMMENDATION:

This agenda item was presented and is recommended for approval by the Operations, Planning, & Safety Committee on May 9, 2018.

EXECUTIVE SUMMARY:

The Texas Department of Transportation awarded a grant to Capital Metro which included \$22 million for the construction of a permanent MetroRail Downtown Station. The Palm Door, at the corner of 4th Street and Sabine Street, is an adjacent property owner that is affected by the construction of the new MetroRail Downtown Station. During construction of the new roadway bridge, Capital Metro must remove the Palm Door's existing south stair and ramp and then rebuild it. The City of Austin has required the replacement stair/ramp to be permitted under a new encroachment application. The execution of this cooperation agreement will allow Capital Metro to remove an existing and rebuild the stair/ramp, and authorize Capital Metro to process



the encroachment application on behalf of the Palm Door. The cost for these items are included in the budget for the new Downtown Station project.

DBE/SBE PARTICIPATION: Does not apply.

PROCUREMENT: Does not apply.

RESPONSIBLE DEPARTMENT: Capital Projects



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

STATE OF TEXAS

COUNTY OF TRAVIS

RESOLUTION (ID # AI-2018-758)

Downtown Station Improvements - Cooperation Agreement with Bread & Circus, LLC

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to design, build, operate and maintain a new Downtown Rail Station and partner with the adjacent property owners; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need to execute this cooperation agreement with an adjacent private property owner to allow Capital Metro to complete the permitting and construction activities for the new MetroRail Downtown Station Project.

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors that the President/CEO, or his designee, is authorized to negotiate, finalize, and execute a cooperation partnership agreement with Bread and Circus, LLP (aka "Palm Door") for the removal and reconstruction of their southern staircase under an encroachment application with the City of Austin.

Date: _____

**Secretary of the Board
Juli Word**

Attachment: Resolution-AI-2018-758 (4098 : Downtown Station Agreement with Bread & Circus, LLC)



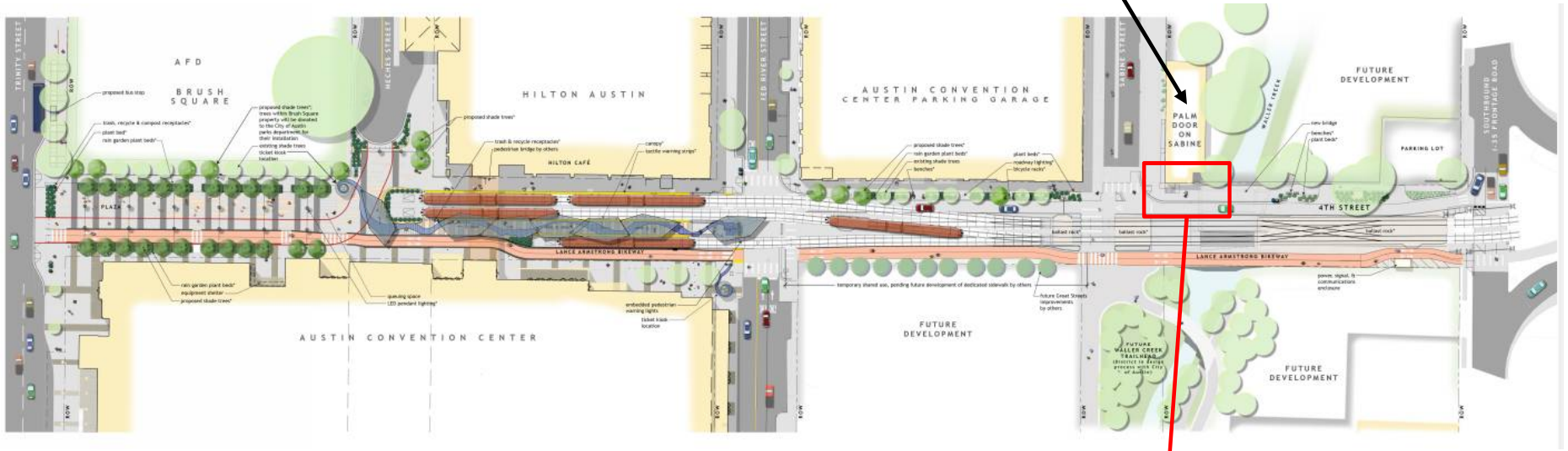
Capital Metro Downtown Station Improvements

CMTA Board Resolution
Cooperation Agreement with
Bread & Circus, LLC
May 2018



Overall Site Plan & Area of work

Property Owner
Bread & Circus, LLC
(aka – “Palm Door”)



Location of
Stair & Ramp
To Be Rebuilt

Street View of Stair & Ramp To Be Rebuilt



Area of new roadway bridge



Existing stair & ramp to be removed and rebuilt by CMTA in order to accommodate construction of new roadway bridge

Dumpsters and grease tank will also be relocated.

Estimated CMTA Costs



1. Design & Surveyor - \$12K
2. Construction - \$25K
3. Encroachment Application & Appraisal - \$5K
4. Appraised Land Value - \$170K (based on \$125/sf)

TOTAL = \$212K



Thank you.

For more information visit:

<https://www.capmetro.org/plans-development/>

Downtown Multimodal Station



**Capital Metropolitan Transportation Authority
Board of Directors**

MEETING DATE: 05/21/2018

(ID # 4109)

**Project Connect Contract Modification with AECOM for Comprehensive Transit
Analysis**

Approval of a Resolution authorizing the President/CEO, or his designee, to finalize and execute a modification to AECOM's contract for the development of Project Connect Comprehensive Transit Analysis Study extending the "Period of Performance" from 30 Months to 34 Months with a final date of December 30, 2018 and increasing the existing "Price not to Exceed" of \$3,000,000 to \$3,600,000.

Capital Metropolitan Transportation Authority**MEETING DATE: 5/9/2018****Board of Directors****(ID # AI-2018-809)****Project Connect Central Corridor – Comprehensive Transit Analysis****SUBJECT:**

Approval of a Resolution authorizing the President/CEO, or his designee, to finalize and execute a modification to AECOM's contract for the development of Project Connect Comprehensive Transit Analysis Study extending the "Period of Performance" from 30 Months to 34 Months with a final date of December 30, 2018 and increasing the existing "Price not to Exceed" of \$3,000,000 to \$3,600,000.

FISCAL IMPACT:

Funding for this action is available in the FY2018 Operating Budget.

STRATEGIC PLAN:

Strategic Goal Alignment:

1. Demonstrate Regional Leadership
2. Demonstrate the value of public transportation in a dynamic community

Strategic Objectives:

- 2.1 Foster a new regional vision,
- 2.2 Lead public transportation and development,
- 2.3 Pursue service expansion opportunities,
- 2.4 Encourage/promote transit-oriented development,
- 3.1 Educate and inform stakeholders and the community about Capital Metro's vision and mission and the value public transit brings to a community,
- 3.2 Build Strong Community Partnerships that further Capital Metro's mission and vision,
- 3.3 Create service strategies that utilize community and stakeholder feedback,
- 3.4 Support plans and programs designed to build ridership and increase market share of alternate transit use. (This requires support from all departments including planning, IT, Ops, and Marketing)

EXPLANATION OF STRATEGIC ALIGNMENT:

Continue efforts to expand transit services throughout the Central Texas region by providing reliable transit mobility alternatives.

BUSINESS CASE:

The Project Connect Draft System Plan presented to the Capital Metro Board of Directors in March 2018 is the result of 26 months of working with partner agencies and the community. The community received the preliminary plan with enthusiasm and good remarks. Finalizing the plan development process is crucial for the success of Project Connect. The proposed modification in time and budget extension will allow Capital Metro's technical team to complete this work, to better coordinate efforts with the City of Austin Strategic Mobility Plan and Mobility Bond Program, and to be responsive to extensive community input that led to a larger number of high-capacity corridors than originally anticipated.



COMMITTEE RECOMMENDATION:

This agenda item was presented and is recommended for approval by the Operations, Planning and Safety Committee on May 9, 2018.

EXECUTIVE SUMMARY:

The current Project Connect effort has led to the development of a Draft System Plan presented to the Capital Metro Board of Directors in March 2018. Finalizing the plan development process is crucial for the success of Project Connect. The proposed modification in time and budget extension will allow Capital Metro's technical team to complete this work, to better coordinate efforts with the City of Austin Strategic Mobility Plan and Mobility Bond Program, and to be responsive to extensive community input that led to a larger number of high-capacity corridors than originally anticipated.

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

DBE	SERVICE/PRODUCT	\$	%
Alliance Transportation Group, Inc.	Commuter Rail and Ridership Assistance Services	-	5
Bronner Group, LLC	Mechanical, Electrical, Plumbing and Structural Engineering.		2
Civic Collaboration	Geotechnical engineering, roadway design, traffic control plans		2
Cultural Strategies Inc.	Public Engagement of Latino and Hispanic Communities		2
Group Solutions RJW	Public Engagement of African American Communities		2
MWM DesignGroup	Urban Architecture Services		2

PROCUREMENT:

On August 18, 2015, a request for Statements of Qualifications was issued and formally advertised. By the closing date of October 5, 2015, three (3) submittals were received. Submittals were rated based on the following factors:

- (1) Methodology and quality of the proposed work plan;
- (2) The Team's previous proven, built experience;
- (3) The qualifications of the Project Team Members; and



(4) The qualifications of the Project Manager.

The submittal from AECOM Technical Services, Inc. was rated highest, with all factors considered. The Capital Metro Board approved award to AECOM on January 25, 2016 under Resolution CMTA 2016-7. The contract is a fixed price contract. The original period of performance is thirty (30) months from the Notice to Proceed. This amendment extends this contract to thirty-four (34) months from the Notice to Proceed, to December 30, 2018.

Original Total amount of award not to exceed: \$3,000,000.

This Contract Amendment: \$600,000.

Total Contract Amount: \$3,600,000.

RESPONSIBLE DEPARTMENT: Planning and Development



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

STATE OF TEXAS

COUNTY OF TRAVIS

RESOLUTION (ID # AI-2018-809)

Project Connect Central Corridor – Comprehensive Transit Analysis

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to pursue the development of Project Connect as the Central Texas High-Capacity Transit System Plan which provides a solid framework for obtaining regional mobility; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need to continue the development of the Project Connect - High Capacity Transit System Plan; and

WHEREAS, this amendment request for Project Connect is for a date extension, a scope of work additions and contract budget increase; and

WHEREAS, the current contract end date for the Project Connect Study is September 1, 2018. Due to additional work and the need for schedule extensions for delivery of project reports, memos and graphics a contract date extension to December 31, 2018 is being requested; and

WHEREAS, the original scope of work description contracted in 2016, did not forecast the full effort and extensive coordination undertaken by the Project Connect team; and

WHEREAS, the successful public involvement component of Project Connect added more corridors and projects to the effort than the original quantity on the contract.

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 an amendment to AECOM's contract for the development of Project Connect Comprehensive Transit Analysis Study extending the "Period of Performance" from 30 Months to 34 Months with a final date of December 30, 2018 and modifying the existing "Price not to Exceed" of \$3,000,000 to \$3,600,000.



Secretary of the Board
Juli Word

Date: _____

Attachment: Resolution-AI-2018-809 with TH edits (4109 : Project Connect Contract Modification with AECOM for Comprehensive Transit

Construction of Additional MetroRapid Stations

Approval of a resolution authorizing the President/CEO, or his designee, to finalize and execute a contract with Muñiz Concrete & Contracting, Inc. for \$1,477,499, for the construction of an additional 16 MetroRapid stations and related infrastructure, with a 15% contingency amount of \$221,625 for a total not to exceed amount of \$1,699,124.

**Capital Metropolitan Transportation Authority
Board of Directors**

MEETING DATE: 4/9/2018

(ID # AI-2018-699)

Construction of Additional MetroRapid Stations

SUBJECT:

Approval of a resolution authorizing the President/CEO, or his designee, to finalize and execute a contract with Muñiz Concrete & Contracting, Inc. for \$1,477,499, for the construction of an additional 16 MetroRapid stations and related infrastructure, with a 15% contingency amount of \$221,625 for a total not to exceed amount of \$1,699,124.

FISCAL IMPACT:

Funding for this action is available in the FY2018 Capital Budget.

STRATEGIC PLAN:

1. Customer
2. Ridership

Strategic Objectives:

- 1.3 Ensure an attractive and accessible transit environment,
- 1.4 Deliver a customer-friendly experience through our people and systems,
- 2.2 Lead public transportation and development

EXPLANATION OF STRATEGIC ALIGNMENT:

The additional MetroRapid stations placed into service for Route 801 and 803 will provide additional support to an already robust transportation option and these additional infill stations will attract new transit users and improve the customer experience.

BUSINESS CASE:

The additional MetroRapid stations are forecast to increase transit ridership by 1600 customers per weekday (11% increase), reduce traffic congestion and improve service on Route 801 and 803. The additional service will also improve the operating efficiency of the transit provided in these corridors. The funds for this project are included in the FY 2018 capital budget and five year capital improvement plan.

COMMITTEE RECOMMENDATION:

This agenda item was presented and is recommended for approval by the Operations, Planning and Safety Committee on May 9, 2018.

EXECUTIVE SUMMARY:

The original MetroRapid Stations for Route 801 and 803 were constructed in two phases, opening in 2014. In order to respond to customer requests and development expansion in these corridors since the original system opening, 16 new stations are proposed to fulfill this demand. These additional MetroRapid stations have been strategically placed with-in the existing MetroRapid corridors and the stations will have



the same design and branding as the existing MetroRapid stations. Eight stations will be built in City of Austin right-of-way, while the remainder will be built in TxDOT right-of-way.

The contractor for this project will be responsible for the fabrication and installation of concrete pads, shelters, benches, bike racks, litter containers and the installation of the electric infrastructure.

SBE PARTICIPATION: The SBE goal is 8%. The contractor will exceed the goal utilizing the following SBE subcontractors.

SBE Firms	Services/Products	SBE Responsive
Prime is a SBE	Construction Services	62.01%
Accurate Pavement Striping, LLC	Pavement Striping	0.21%
Zamora, LLC.	Surveying Services	1.69%
Neon Electric Corporation	Supply and Install Canopies	20.22%
		84.13%

PROCUREMENT: On February 23, 2018 an Invitation for Bids was issued and formally advertised. By the closing date of April 25, 2018, three bids were received from the following.

No	Bidder	Amount
1.	Muñiz Concrete & Contracting, Inc.	\$ 1,477,499
2.	Jay-Reese Contractors, Inc.	\$ 1,841,254
3.	HB Construction	\$ 1,879,677

Muñiz Concrete & Contracting, Inc. was the lowest, responsive, responsible bidder and submitted all the required documents with their bid, which was received prior to the established date and time for the receipt of bids. Muñiz has performed well on several previous Capital Metro contracts, including MetroRapid Phase I and Phase II. Muñiz Concrete & Contracting, Inc. is not debarred on the Federal or State Debarred vendor lists. The price was determined to be fair and reasonable based on comparison to the engineer's estimate and adequate competition. The contract is a fixed, unit price contract. The period of performance is 135 calendar days from notice to proceed.



RESPONSIBLE DEPARTMENT: Capital Projects



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

**STATE OF TEXAS
COUNTY OF TRAVIS**

**RESOLUTION (ID # AI-2018-699)
Construction of Additional MetroRapid Stations**

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to provide the best customer service experience and to better serve Central Texas residents with transit; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need to construct 16 additional stations and related infrastructure for MetroRapid Routes 801 and 803.

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 Muñiz Concrete & Contracting, Inc. for \$1,477,499, for the construction of an additional 16 MetroRapid stations and related infrastructure, with a 15% contingency amount of \$221,625 for a total not to exceed amount of \$1,699,124.

**Secretary of the Board
Juli Word**

Date: _____

Attachment: Resolution-AI-2018-699 (4103 : Construction of Additional MetroRapid Stations)

METRORAPID ADDITIONAL STATIONS

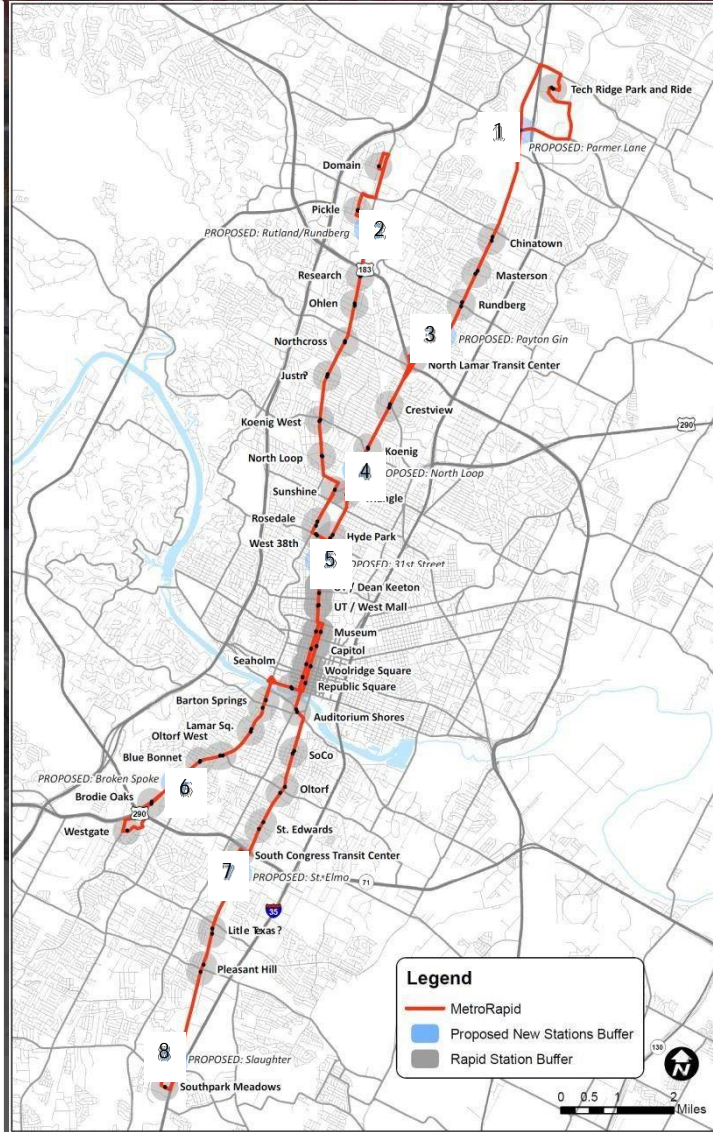
Route 803

Route 801

2-Rutland



6-Broken Spoke


Parramore and Elm



Payton Gin



North Loop East



31st Street



St Elmo



Slaughter

Attachment: MetroRapid Additional Stations (4103 : Construction of Additional MetroRapid Stations)

Capital Metropolitan Transportation Authority
Board of Directors

MEETING DATE: 05/21/2018
(ID # 4100)

Lease Administrative Office Space at 507 Calles

Approval of a resolution authorizing the President/CEO, or his designee, to finalize and execute a lease for office space located at 507 Calles Street, for 12,000 rentable square feet, plus a 12% add on factor for common restrooms and hallways with 3423 Holdings, LLC for a base term of five (5) years for an amount not to exceed \$1,844,521.

**Capital Metropolitan Transportation Authority
Board of Directors**

MEETING DATE: 5/9/2018

(ID # AI-2018-736)

Lease Administrative Office Space at 507 Calles

SUBJECT:

Approval of a resolution authorizing the President/CEO, or his designee, to finalize and execute a lease for office space located at 507 Calles Street, for 12,000 rentable square feet, plus a 12% add on factor for common restrooms and hallways (Total 13,440 sf) with 3423 Holdings, LLC for a base term of five (5) years for an amount not to exceed \$1,844,521.

FISCAL IMPACT:

Funding for this action is available in the FY2018 Operating Budget.

STRATEGIC PLAN:

4. Human Capital

Strategic Objectives:

4.3 Be an Employer of Choice,

4.4 Improve internal communications

EXPLANATION OF STRATEGIC ALIGNMENT:

This lease will allow employee's an office worksite easily accessible to public transportation, and in close proximity to other Capital Metro owned administrative office locations.

BUSINESS CASE:

Capital Metro is in need of additional administrative office space. Current offices are over capacity.

COMMITTEE RECOMMENDATION:

This agenda item was presented and is recommended for approval by the Operations Planning and Safety Committee on May 9, 2018.

EXECUTIVE SUMMARY:

Current administrative offices are over capacity. In addition, during fiscal 2019, Capital Metro plans to move departments out of other leased space. This lease allows space for those moves and includes space to resolve capacity issues at current administrative facilities.

DBE/SBE PARTICIPATION: Does not apply.

PROCUREMENT: Does not apply.

RESPONSIBLE DEPARTMENT: Real Estate



RESOLUTION
OF THE
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS

STATE OF TEXAS

COUNTY OF TRAVIS

RESOLUTION (ID # AI-2018-736)

Lease Administrative Office Space at 507 Calles

WHEREAS, the Capital Metropolitan Transportation Authority Board of directors and Capital Metro management endeavor to conduct required operations in an efficient and economical manner; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need to meet space needs in locations compatible to other, owned administrative facilities.

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 lease for office space located at 507 Calles Street, for 12,000 rentable square feet, plus a 12% add on factor for common restrooms and hallways (Total 13,440 sf) with 3423 Holdings, LLC for a base term of five (5) years for an amount not to exceed \$1,844,521.

Secretary of the Board
Juli Word

Date: _____

Attachment: Resolution-AI-2018-736 (4100 : Lease Administrative Office Space at 507 Calles)

Administrative Leases

1 capmetro.org | Optional secondary text



Administrative Lease Space

	Current Downtown Lease sf	Future Downtown Lease sf	Future Calles Street sf
Downtown first floor	7,052	7,052	0
Transit Store			
Metro Access Eligibility			
Downtown Basement	11,483	0	6,200
Metro Access Dispatch			
Metro Access Call Center			
Metro Access Admin.			
Long Range Planning			
Current Admin. Space Over Capacity			5,800
TOTAL	18,535	19,502	

- Minimize growth in lease space needed
- Maximize use of lease space
- Create equitable, efficient office space
- Maximize future space flexibility

Lease Space Costs

	Year One	Year Two	Year Three	Year Four	Year Five	Total
Downtown w/no move	\$ 370,641	\$ 381,760	\$ 393,213	\$ 405,009	\$ 417,160	\$ 1,967,783
Calles over capacity only	\$ 155,730	\$ 160,402	\$ 165,214	\$ 170,170	\$ 175,275	\$ 826,791
Total						\$ 2,794,574
<hr/>						
Downtown 1st floor only	\$ 172,217	\$ 177,384	\$ 182,705	\$ 188,186	\$ 193,832	\$ 914,323
Calles (includes basement move)	\$ 347,424	\$ 357,847	\$ 368,582	\$ 379,640	\$ 391,029	\$ 1,844,521
Total						\$ 2,758,845

Capital Metropolitan Transportation Authority
Board of Directors

MEETING DATE: 05/21/2018
(ID # 4097)

Construction of Westgate Transit Center

Approval of a resolution authorizing the President/CEO, or his designee, to finalize and execute a contract with G. Hyatt Construction, Inc. for the construction of the Westgate Transit Center for \$3,237,381 plus \$323,738 (10%) contingency for a total not to exceed amount of \$3,561,120.

**Capital Metropolitan Transportation Authority
Board of Directors**

**MEETING DATE: 5/9/2018
(ID # AI-2018-788)
Construction of Westgate Transit Center**

SUBJECT:

Approval of a resolution authorizing the President/CEO, or his designee, to finalize and execute a contract with G. Hyatt Construction, Inc. for the construction of the Westgate Transit Center for \$3,237,382 plus \$323,738 (10%) contingency for a total not to exceed amount of \$3,561,120.

FISCAL IMPACT:

Funding for this action is available in the FY2018 Capital Budget.

STRATEGIC PLAN:

1. Customer,
2. Ridership,
3. Community

Strategic Objectives:

- 1.2 Improve system reliability and convenience,
- 2.3 Pursue service expansion opportunities,
- 3.4 Support plans and programs designed to build ridership and increase market share of alternate transit use.

EXPLANATION OF STRATEGIC ALIGNMENT:

The development of a new Westgate Transit Center will provide a strategic transit hub in the South Austin/Westgate area for multiple bus routes, including MetroRapid and will provide much needed parking for transit customers. TxDOT property is being utilized to construct this transit center which will improve system reliability and convenience while developing new ridership markets. The completed project will provide customers with a safe and reliable transportation facility that is included in Capital Metro's Park and Ride Program.

BUSINESS CASE:

There is a need for a bus transit center and park and ride in the Westgate/Ben White area that will encourage more nearby residents in South Austin to use MetroRapid service and bus routes that serve downtown and other areas. A Multiple Use Agreement was executed with TxDOT on January 11, 2017, eliminating the cost for property acquisition for a project that will improve customer service, increase park and ride capacity, increase system ridership, and improve on-time performance. The funding for this project is included in the approved FY 2018 Capital Budget.

COMMITTEE RECOMMENDATION:

This agenda item was presented and is recommended for approval by the Operations, Planning and Safety Committee on May 9, 2018.



EXECUTIVE SUMMARY:

The construction of the Westgate Transit Center will provide expanded transit options and convenience for customers in the South Austin area connecting multiple routes and MetroRapid with routes and destinations that serve downtown and other critical areas. The Transit Center will feature eight bus bays and much needed parking for approximately 200 cars in a covered area under S.H. 71/U.S. 290 (Ben White) near the intersection of South Lamar. The transit center is being constructed on TxDOT right-of-way in an area that is currently underutilized.

DBE PARTICIPATION: The DBE goal is 6%. The contractor will exceed the goal utilizing the following DBE subcontractors.

DBE Subcontractors	Services/Products	DBE Responsive
Avery's Lawn Care	Landscaping	7.85%
Salinas Group	Wind Screen	1.85%
Accurate Pavement Striping	Striping	1.32%
		11.02%

PROCUREMENT: On 03/22/18 an Invitation for Bids was issued and formally advertised. By the closing date of 04/26/18 four (4) bids were received from the following bidders:

No	Bidder	Amount
1.	G. Hyatt Construction, Inc.	\$3,237,381.51
2.	M. A. Smith Contracting Co.	\$3,277,741.91
3.	MAC, Inc.	\$3,984,435.30
4.	Muniz Concrete & Contracting, Inc.	\$3,729,688.64

G. Hyatt Construction was the lowest, responsive, responsible bidder and 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 positive 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 is not debarred on the Federal or State Debarred vendor lists. The price was determined to be fair and reasonable based on adequate competition. The contract is a fixed, unit price contract. The period of performance is 210 calendar days from notice to proceed.

RESPONSIBLE DEPARTMENT: Capital Projects



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

**STATE OF TEXAS
COUNTY OF TRAVIS**

**RESOLUTION (ID # AI-2018-788)
Construction of Westgate Transit Center**

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need for a transit center in the Westgate/Ben White area of South Austin that will improve system reliability and convenience while developing new ridership markets; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to construct this new transit center on TxDOT right-of-way to serve the transit demand and connectivity in this region of Austin.

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 G. Hyatt Construction, Inc. for the construction of the Westgate Transit Center for \$3,237,382 plus \$323,738 (10%) contingency for a total not to exceed amount of \$3,561,120.

Date: _____

**Secretary of the Board
Juli Word**

Attachment: Resolution-AI-2018-788 (4097 : Construction of Westgate Transit Center)

Westgate Transit Center

1 capmetro.org | Optional secondary text



Westgate Transit Center



A Partnership Project with the Texas Department of Transportation

2

capmetro.org | Optional secondary text



Attachment: Westgate Board PO Presentation 4.26.18 (4097 : Construction of Westgate Transit Center)

Existing Condition



3

capmetro.org | Optional secondary text



Attachment: Westgate Board PO Presentation 4.26.18 (4097 : Construction of Westgate Transit Center)



HALFF

CAP METRO-WESTGATE TRANSIT FACILITY
ENTRY DESIGN | PERSPECTIVE

12/22/2017

5 capmetro.org | Optional secondary text



Attachment: Westgate Board PO Presentation 4.26.18 (4097 : Construction of Westgate Transit Center)

Transit Facilities and Amenities Construction Services

Approval of a resolution authorizing the president/CEO, or his designee, to finalize and execute contracts with Riata Enterprises and Muñiz Concrete and Contracting, Inc. for transit facility construction projects for a one (1) year base period with two (2) option years for a total amount not to exceed \$2,344,927.

**Capital Metropolitan Transportation Authority
Board of Directors**

**MEETING DATE: 5/9/2018
(ID # AI-2018-798)
Transit Facilities Construction Services**

SUBJECT:

Approval of a resolution authorizing the president/CEO, or his designee, to finalize and execute contracts with Riata Enterprises and Muñiz Concrete and Contracting, Inc. for transit facility construction projects for a one (1) year base period with two (2) option years for a total amount not to exceed \$2,344,927.

FISCAL IMPACT:

Funding for this action is available in the FY2018 Capital Budget.

STRATEGIC PLAN:

1. Customer
2. Ridership

Strategic Objectives:

- 1.3 Ensure an attractive and accessible transit environment,
- 1.4 Deliver a customer-friendly experience through our people and systems,
- 2.2 Lead public transportation and development

EXPLANATION OF STRATEGIC ALIGNMENT:

This agenda item is in alignment with delivering the best possible customer experience and ensuring a safe, accessible, attractive quality transit environment by providing the means for constructing transit and amenity improvements and infrastructure at the agency's transit facilities.

BUSINESS CASE:

Capital Metro is continuing a construction program to provide improvements to bus stops and transit related facilities. The program includes but is not limited to improvements to passenger amenities, accessibility improvements, and other required infrastructure at transit related facilities of the Authority. The funding for these contracts is included in the FY 2018 Capital Budget and in the 5-year Capital Improvement Program.

COMMITTEE RECOMMENDATION:

This agenda item was presented and is recommended for approval by the Operations, Planning and Safety Committee on May 9, 2018.

EXECUTIVE SUMMARY:

Capital Metro's goal is to provide safe, attractive, accessible quality transit facilities, and infrastructure. Capital Metro directly manages construction contracts in order to maintain consistent quality in the development and reconstruction of transit facilities and related system infrastructure.



The construction work that will be completed under these contracts is included in the projects identified in the accessibility program, as well as in bus and rail system improvement projects. Projects would include CapRemap bus stop improvements, accessible sidewalks to bus stops, accessible pedestrian rail crossings, etc.

The agency awards contracts to more than one entity in order to ensure that there are adequate resources to complete all scheduled work. Awarding these construction services contracts will allow Capital Metro to continue toward its established accessibility and customer experience quality goals, while ensuring the safety of the agency's infrastructure. Task orders can be issued under these contracts for specific scopes of work up to the Board approved amount.

DBE PARTICIPATION: The DBE goal is 12%. The contractors will exceed the goal utilizing the following DBE subcontractors.

Contractor/Subcontractor	(Service/Product)	DBE Responsive
1. <u>Riata Enterprises</u>		<u>DBE Responsive 12%</u>
	Alpha Ready Mix (Supply Concrete)	12%
2. <u>Muñiz Concrete & Contracting, Inc.</u>		<u>DBE Responsive 100%</u>
	Prime contractor is a DBE Firm (Construction Services)	99.28%
	Zamora LLC (Surveying)	0.72%

PROCUREMENT:

On March 1, 2018, an Invitation for Bids was issued and formally advertised. By the closing date of April 6, 2018, two bids were received from the following.

Period	Riata Enterprises	Muniz Concrete & Construction
Base Yr. 1	\$ 288,877.00	\$ 487,782.00
Opt. Yr. 2	\$ 292,627.00	\$ 487,782.00
Opt. Yr. 3	\$ 300,077.00	\$ 487,782.00
GRAND TOTAL	\$ 881,581.00	\$ 1,463,346.00

The contracts are indefinite delivery, indefinite quantity, task order contracts. The term is one (1) year base period with two (2) option years. Total estimated amount of all three years for both contracts: \$2,344,927.

RESPONSIBLE DEPARTMENT: Capital Projects



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

STATE OF TEXAS

COUNTY OF TRAVIS

RESOLUTION (ID # AI-2018-798)

Transit Facilities Construction Services

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to provide safe, accessible, attractive quality transit facilities, improvements and system infrastructure; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need to award these construction service contracts to two firms in order to fulfill this goal.

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 contracts with Riata Enterprises and Muñiz Concrete and Contracting, Inc. for Transit Facilities Construction Services projects for a one (1) year base period with two (2) option years for a total amount not to exceed \$2,344,927.

**Secretary of the Board
Juli Word**

Date: _____

Attachment: Resolution-AI-2018-798 (4096 : Transit Facilities and Amenities Construction Services)

**Capital Metropolitan Transportation Authority
Board of Directors**

MEETING DATE: 05/21/2018

(ID # 4115)

Project Connect Update

TITLE: Project Connect Update



projectconnect

Capital Metropolitan Transportation Authority
Board of Directors - Project Connect Update
May 23, 2018

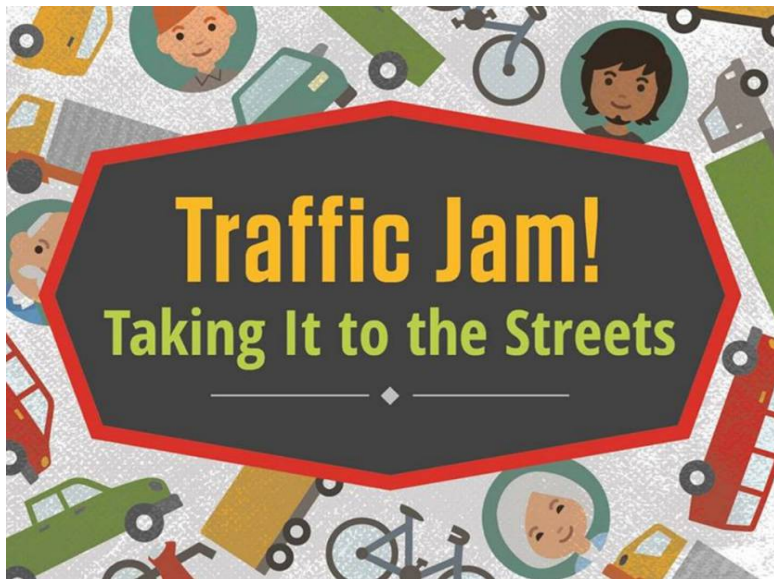


Attachment: Board Project Connect Update May 2018 (4115 : Project Connect Update)



Traffic Jam: Taking It to the Streets

March 28, 2018 - Austin Central Library



Objectives:

- Raise awareness
- Present conceptual design options
- Gather feedback
- Encourage continued public engagement in Project Connect and the Austin Strategic Mobility Plan (ASMP)



Traffic Jam: Outcomes

- ~ 200 attendees
- 14 agencies and programs represented
- 110+ Project Connect surveys completed
- 23 comment cards submitted





Scenes from Traffic Jam



Attachment: Board Project Connect Update May 2018 (4115 : Project Connect Update)

AP6



5

In Process: Mini Jams

- Six geographically-targeted events
- Located near Project Connect corridors
- Door-to-door and bus stop canvassing to promote events and collect citizen feedback



Initiated Project Connect Corridor survey analysis (phone interviews and on-board CMTA riders)

5/18/2018

Slide 5

AP6

Is there a photo from the April 18 mini that can be used on this slide?

Amy Peck, 4/19/2018



Six Geographically-Targeted Mini Jams

- 1) **Northeast:** Turner Roberts Rec Center - April 18
- 2) **North Austin:** YMCA North Austin - April 28
- 3) **South Austin:** Lifeworks (South 1st) - May 5
- 4) **Southwest:** Hampton Branch Library – May 8
- 5) **Northwest:** Westover Hills Church of Crist – May 19
- 6) **Southeast:** Dove Springs Rec Center – May 23

Capital Metro Event		
Yes	Undecided / Maybe	No
250+	730+	270+

Total engaged 5,000+
 Total Surveyed 250+
 Attendance 75+

5/18/2018



Scenes from Mini Jams



Attachment: Board Project Connect Update May 2018 (4115 : Project Connect Update)



In Process: Engagement Bus Outreach



- 28 locations scheduled (17 completed so far)
- Targeting underrepresented communities
- Appearing at food pantries, supermarkets and community events
- 400 people engaged to date
- 300+ surveys completed to date

5/18/2018



In Process: Online Survey

Project Connect Phase 2 Survey

Creating new mobility options for our community

Here in central Texas, traffic congestion threatens the very quality of our lives. It takes too long to get where we're going. It stresses us out. We waste countless hours on the road.

It's time for us all to think differently about transportation. Capital Metro is looking for better ways to move more people more efficiently. We're working with local agencies, stakeholders and people in our community -- people just like you -- to offer greater options for travel into, out of and around Austin.

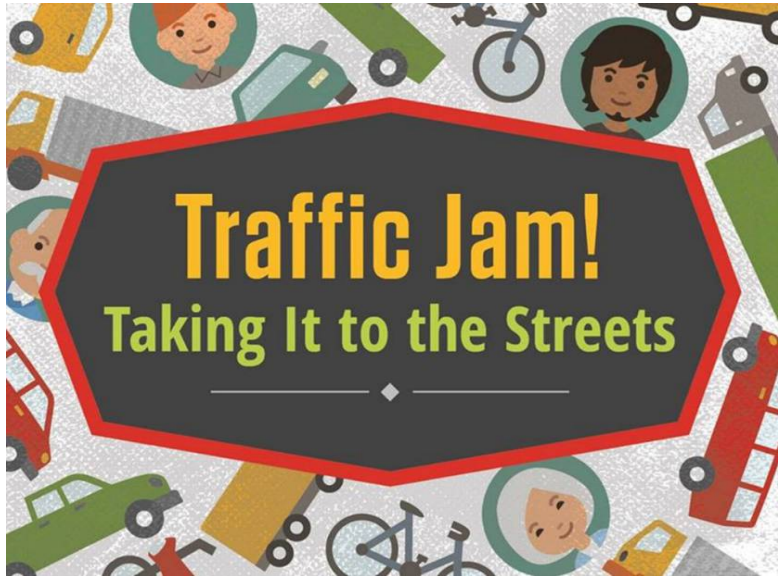
RECENT ACTIVITY

- Corridor Survey received a new submission. 20 min 34 sec ago
- Short-Term Investments Survey received a new submission. 23 min 56 sec ago
- Mobility Hubs Survey received a new submission. 6 hours 15 min ago

- Available in English and Spanish
- Accessible to visually-impaired users
- 1,900+ submissions received so far
- 75% of zip codes in 5-county Study Area represented to date

5/18/2018

Attachment: Board Project Connect Update May 2018 (4115 : Project Connect Update)



Questions?

Thank you ...

Capital Metropolitan Transportation Authority MEETING DATE: 05/21/2018
Board of Directors (ID # 4113)
Rail Customer Service Enhancement Plan

TITLE: Rail Customer Service Enhancement Plan

Rail Customer Service Enhancement Plan

Rail Operations
May 21, 2018



MetroRail – Continuous Improvement

- On Time Performance
 - Jan 8 – March 19 = 83.9%
 - March 20 – May 10 = 98.6%
- Communication
 - Social Media Outreach
 - Meet the Team Events
- Positive Train Control
- Tiger V
 - Crestview
 - Kramer
 - Lakeline


NEW METRORAIL SCHEDULE EVALUATION MARCH 19-23

SOUTHBOUND TO DOWNTOWN / Hacia el sur hasta el centro																	FRIDAYS ONLY							
Leander	5:51	6:20	6:51	6:59	7:32	7:40	8:17	8:55	—	—	—	—	—	—	—	—	4:37	5:15	5:54	7:12	7:57	9:02	10:14	11:24
Lakeline	6:04	6:33	7:04	7:12	7:47	7:55	8:30	9:08	9:44	10:43	11:27	—	1:43	2:42	3:41	—	4:51	5:29	6:08	7:26	8:11	9:18	10:28	11:38
Howard	6:15	6:44	7:15	7:23	7:58	8:06	8:41	9:19	9:55	10:54	11:55	12:54	1:54	2:53	3:52	—	5:01	5:44	6:27	7:38	8:22	9:30	10:39	11:49
Kramer	6:22	6:52	7:23	7:31	8:08	8:14	8:49	9:26	10:02	11:01	12:02	1:01	2:01	3:00	3:59	4:36	5:15	5:59	6:35	7:55	8:29	9:37	10:46	11:56
Crestview	6:29	6:59	7:30	7:38	8:15	8:21	8:56	9:33	10:09	11:08	12:09	1:08	2:08	3:07	4:06	4:43	5:22	6:06	6:42	8:02	8:36	9:44	10:53	12:03
Highland	6:32	7:01	7:33	7:41	8:18	8:24	8:59	9:36	10:12	11:11	12:12	1:11	2:11	3:10	4:09	4:46	5:25	6:09	6:45	8:05	8:39	9:47	10:56	12:06
MLK, Jr.	6:40	7:09	7:42	7:50	8:27	8:33	9:08	9:44	10:20	11:19	12:20	1:19	2:18	3:17	4:17	4:57	5:41	6:17	6:52	8:13	8:47	9:55	11:04	12:14
Plaza Saltillo	6:46	7:15	7:48	7:58	8:33	8:41	9:16	9:50	10:26	11:25	12:26	1:25	2:24	3:23	4:23	5:03	5:47	6:23	6:58	8:19	8:53	10:01	11:10	12:20
Downtown	6:49	7:18	7:51	8:01	8:36	8:44	9:19	9:53	10:29	11:28	12:29	1:28	2:27	3:26	4:26	5:06	5:50	6:26	7:01	8:22	8:56	10:04	11:13	12:23

NORTHBOUND FROM DOWNTOWN / Hacia el norte del centro																	FRIDAYS ONLY								
Downtown	6:57	7:33	8:16	8:55	9:35	10:35	11:36	12:35	1:34	2:33	3:32	4:08	4:40	4:48	5:24	5:32	6:08	6:43	7:18	8:35	9:45	10:55	11:30	12:30	
Plaza Saltillo	6:59	7:35	8:18	8:57	9:37	10:37	11:38	12:37	1:36	2:35	3:34	4:10	4:42	4:50	5:26	5:34	6:10	6:45	7:20	8:37	9:47	10:57	11:32	12:33	
MLK, Jr.	7:06	7:49	8:26	9:05	9:44	10:44	11:45	12:44	1:43	2:42	3:41	4:17	4:49	4:57	5:33	5:41	6:17	6:52	7:27	8:45	9:54	11:04	11:39	12:42	
Highland	7:14	7:58	8:39	9:14	9:51	10:51	11:52	12:51	1:51	2:50	3:49	4:25	5:00	5:05	5:41	5:49	6:25	7:00	7:35	8:52	10:01	11:11	11:46	12:49	
Crestview	7:17	8:01	8:42	9:17	9:54	10:54	11:55	12:54	1:54	2:53	3:52	4:28	5:03	5:08	5:44	5:52	6:28	7:03	7:38	8:55	10:04	11:14	11:49	12:53	
Kramer	7:31	8:13	8:49	9:26	10:02	11:02	12:03	1:01	2:01	3:00	3:59	4:35	5:10	5:15	5:53	5:59	6:35	7:10	7:55	9:02	10:11	11:21	11:56	1:03	
Howard	7:38	8:20	8:56	—	10:08	11:08	12:09	1:08	2:08	3:07	4:06	4:42	5:18	5:23	6:01	6:07	6:43	7:18	8:02	9:09	10:18	11:29	12:05	1:10	
Lakeline	7:58	8:34	9:12	—	10:19	11:19	—	1:19	2:19	3:18	4:18	4:55	5:33	5:37	6:14	6:19	6:55	7:31	8:14	9:22	10:31	11:42	12:20	1:22	
Leander	8:11	8:47	—	—	—	—	—	—	—	—	—	4:31	5:08	5:46	5:51	6:27	6:32	7:08	7:44	8:27	9:35	10:44	11:55	12:33	1:35

*P.M. times are in bold / Los horarios PM se indican en negritas

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Attachment: Rail Customer Service Enhancements - Summer Pilots (4113 : Rail Customer Service

MetroRail – Summer Pilots

Extended Late Night Service Every Friday

- Last train depart downtown station 1:45 a.m. to Leander
- Every Friday night

Extended Late Night Service Every Saturday

- Last train depart downtown station 2:30 a.m. to Lakeline
- Every Saturday Night

Expanded Saturday Daytime Service

- 1 Saturday per month
- First train depart Lakeline Station at 10:00
- Bus Bridge from Leander to Lakeline

- \$60,000 total operating expense for 3-month pilot

MetroRail – Ridership and Opportunities

- Later nights - project 6200 additional riders
- Saturday - project 1500 additional riders
- Convention Opportunities



Sat, June 9



Sat, July 7



Sat, Aug 4

MetroRail – Promotion & Benefits

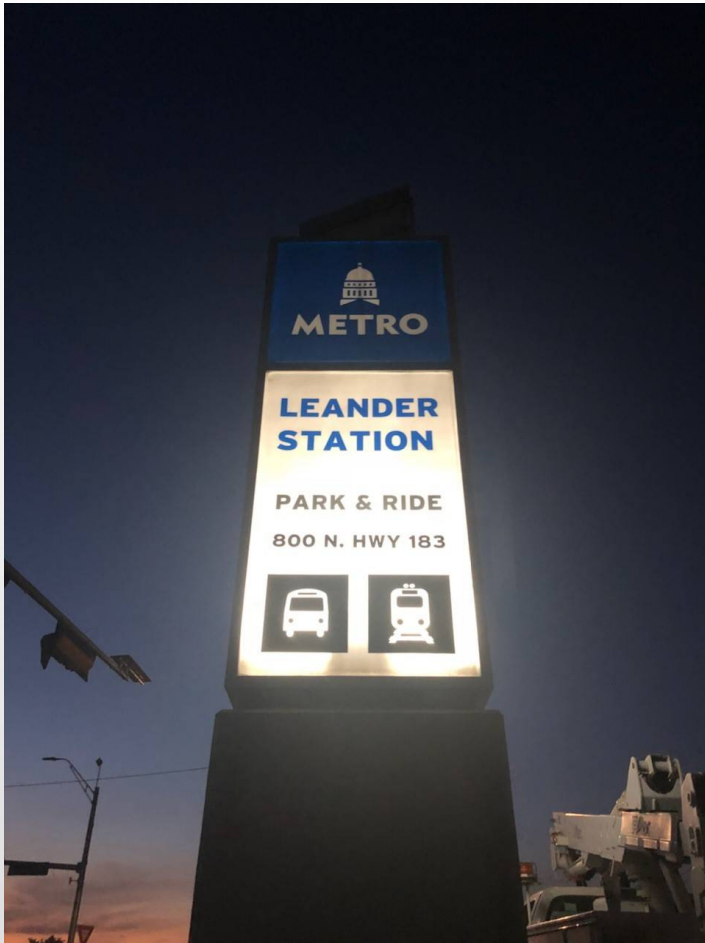
Extended Friday & Saturday Late Night

- Service industry and hotel workers benefit
- Commitment to Vision Zero initiative
- Live Music Events
- Promotion via social media and partner organizations

Extended Saturday Day & Night

- Families and others unable to take Red Line service on weekdays, late nights
 - **K-12 Free Fares pilot**
- Innovative partnerships: Transit to Trails, museums, restaurants
- Promotion via Chambers of Commerce, Visit Austin, social media, Convention Center and local news outlets.

Leander Monument Sign Solar Solution



6 capmetro.org | Optional secondary text



Attachment: Rail Customer Service Enhancements - Summer Pilots (4113 : Rail Customer Service

Capital Metropolitan Transportation Authority **MEETING DATE: 05/21/2018**
Board of Directors **(ID # 4116)**
Quarterly Planning and Ridership Report

TITLE: Quarterly Planning and Ridership Report

Ridership Second Quarter FY2018

Strategic Planning & Development



Board of Directors Meeting
May 21, 2018

Strategic Planning and Development 2nd Quarter FY 2018

- Quarter Two Ridership
 - Highlights
 - Summary by Mode
 - Business Partnerships
 - Nationwide Trend
 - System-wide View



Ridership Quarterly Summary

- System ridership down 5.0% Q2 2018 compared to Q2 2017
 - January 2018
 - New Rail Schedule operational challenges
 - Ice Day on Weekday turned to Sunday Service
 - February 2018
 - Dreary weather month
 - Rail schedule challenges lead to delayed service most days
 - March 2018
 - SXSW
 - New Rail Schedule March 19th
 - Two fewer Weekdays Quarter 2 this year compared to last
 - Fuel prices up 8.2% from Q2 2017
 - Fuel prices still remain roughly a dollar lower than 2013/2014 levels

Ridership By Mode – Q2 2018



Q2 2018 Ridership Data

Category	Q2 2017	Q2 2018	Q2 17 to Q2 18	YTD 2017	YTD 2018	YTD Change
Total MetroBus	5,364,748	4,811,984	-10.3%	10,930,339	9,890,405	-9.5%
Total MetroExpress	138,783	147,264	6.1%	267,677	276,063	3.1%
Total Special Events/Charter	7,045	4,236	-39.9%	143,953	127,042	-11.7%
Total MetroAccess	167,932	163,421	-2.7%	331,611	327,246	-1.3%
Total Innovation Mobility ¹	-	7,253	n/a	-	13,297	n/a
Total UT Shuttle	735,621	696,571	-5.3%	1,554,852	1,477,934	-4.9%
Total RideShare	115,454	125,260	8.5%	223,879	243,639	8.8%
Total MetroRail	241,704	217,224	-10.1%	439,611	415,960	-5.4%
Total MetroRapid	877,569	1,095,116	24.8%	1,585,683	2,161,985	36.3%
Total System	7,648,856	7,268,330	-5.0%	15,477,605	14,933,571	-3.5%

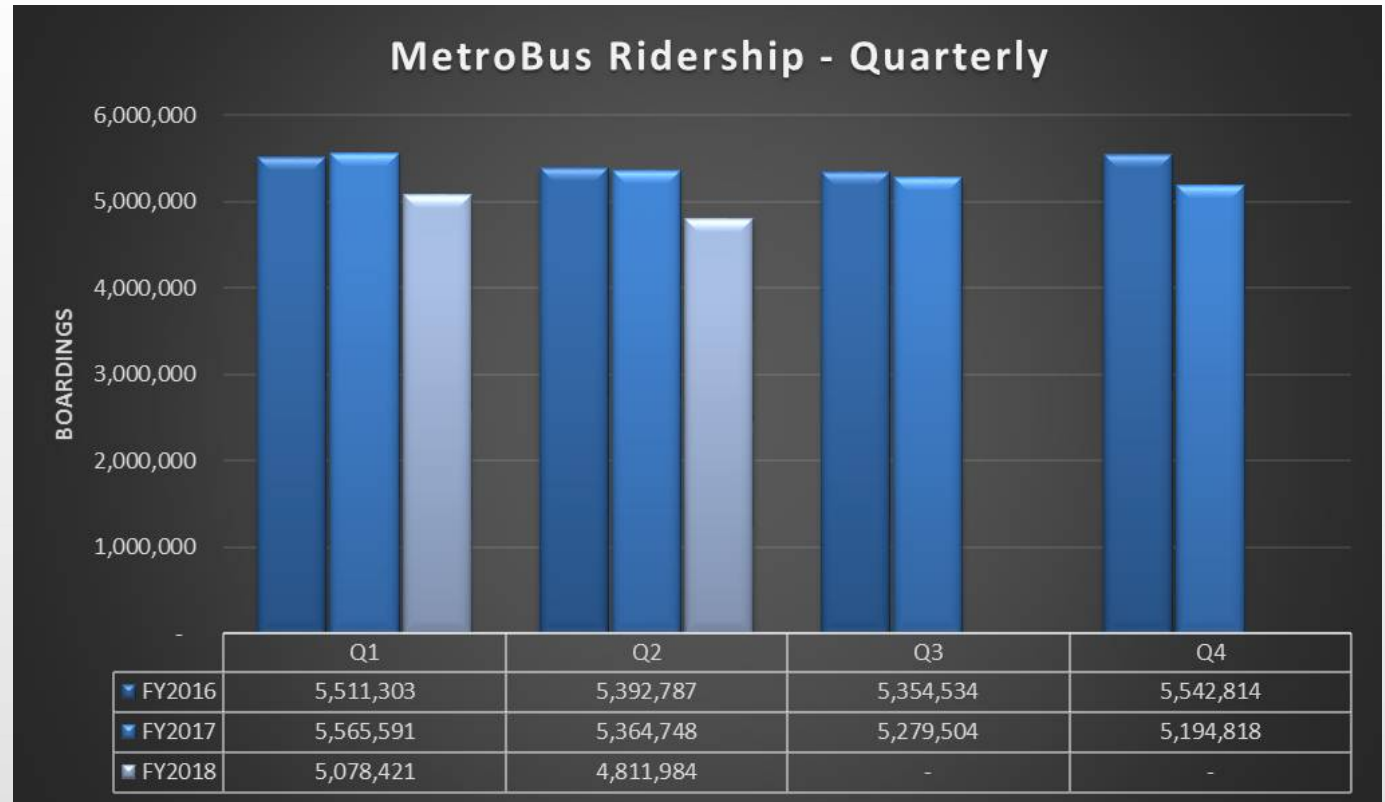
¹ Formerly counted under MetroAccess



Ridership By Mode – Q2 2018

MetroBus (Fixed Route only)

- MetroBus down 10.3% from Q2 2017
- Riders moving to MetroRapid with enhanced frequency



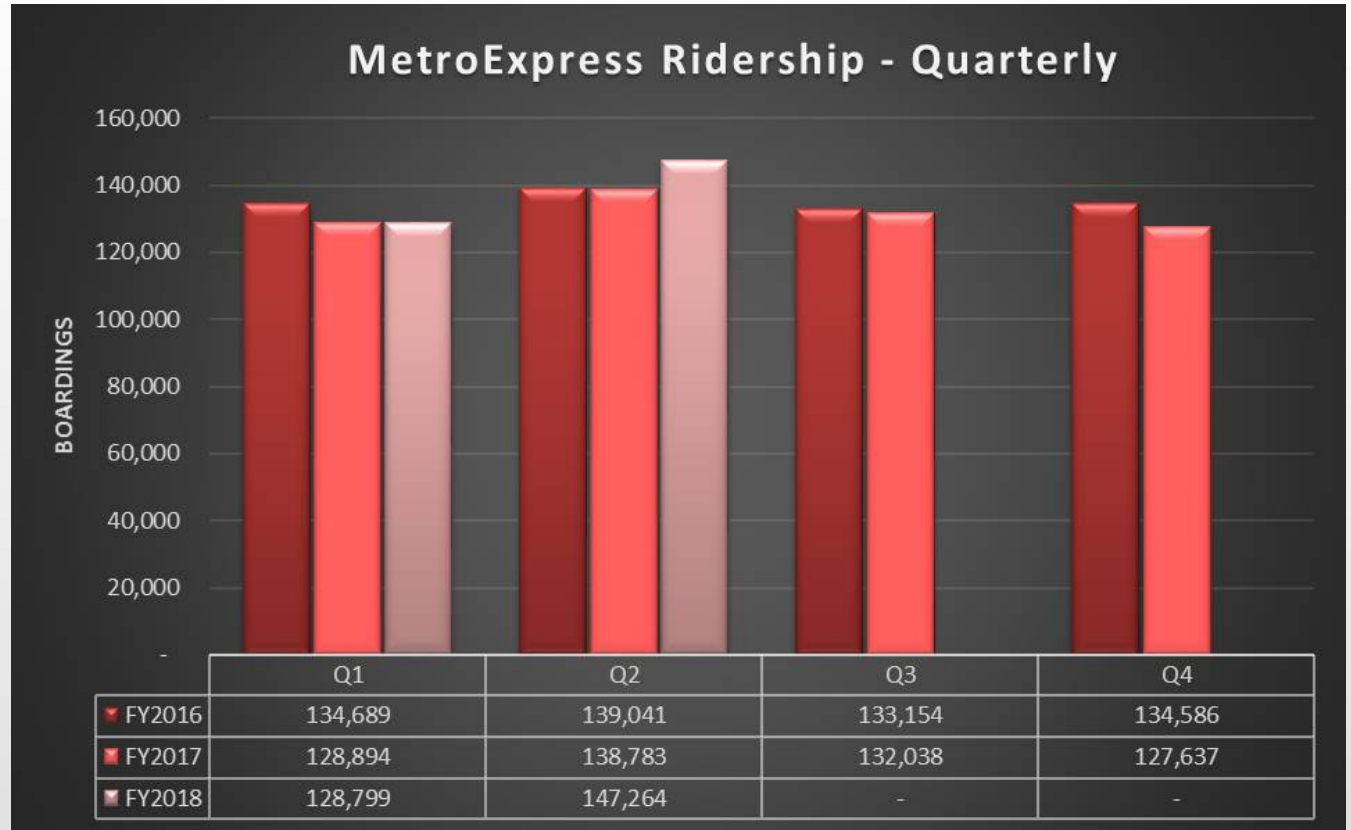
Does not include MetroExpress or MetroRapid service



Ridership By Mode – Q2 2018

MetroExpress Service

- MetroExpress up 6.1% from Q2 2017
- Changes to MetroExpress services started in January 2018
- Mopac Express Lanes positive effect

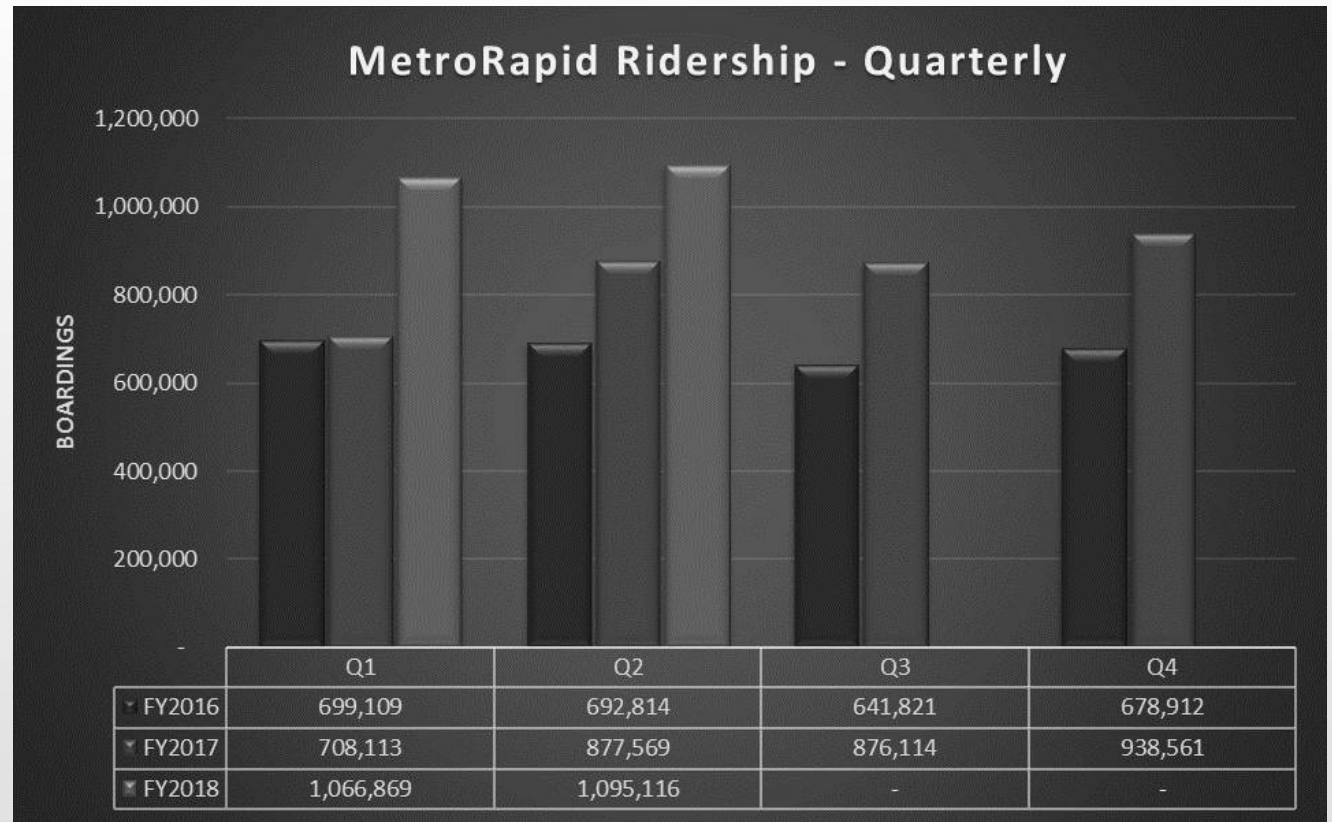




Ridership By Mode – Q2 2018

MetroRapid

- MetroRapid up 24.8% from Q2 2017
- Enhanced frequency positive affect

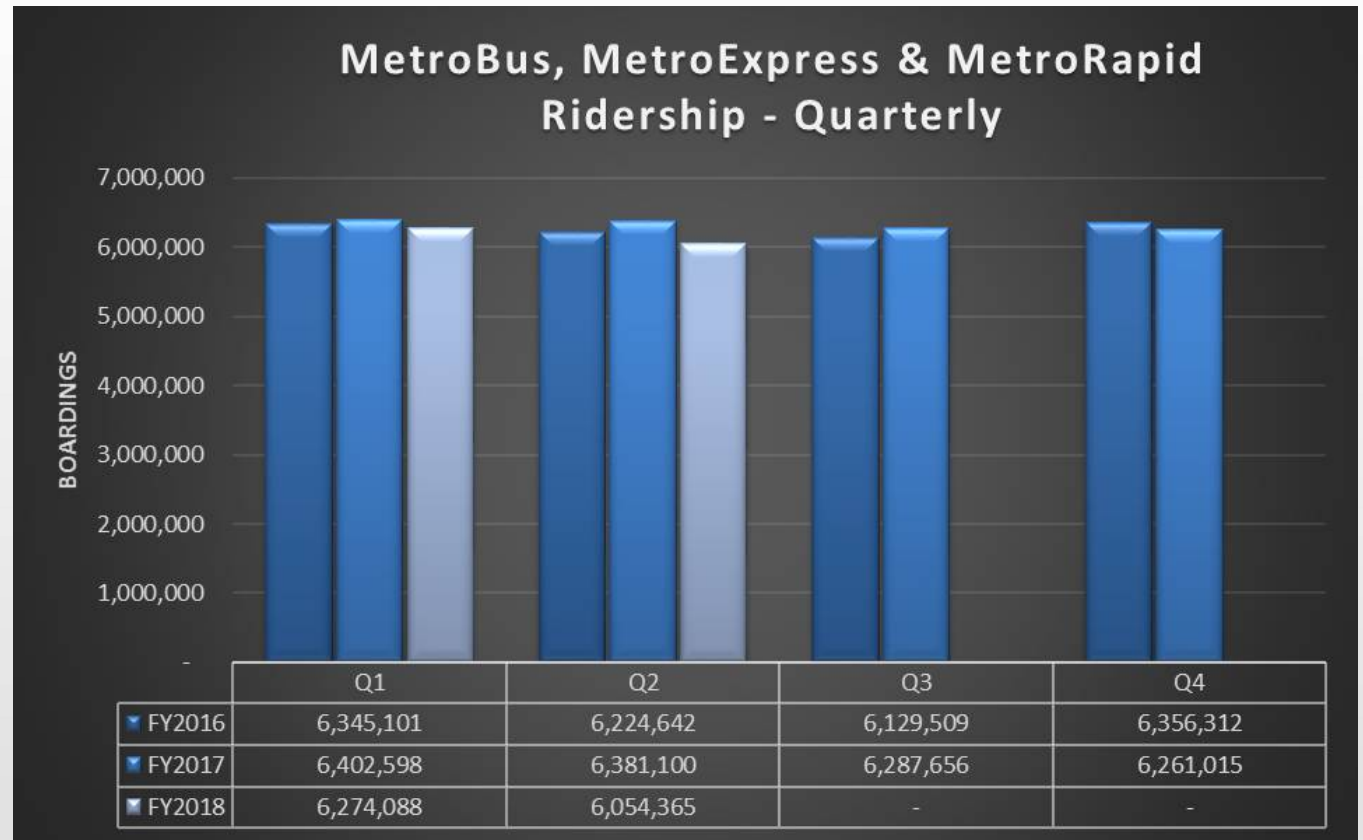




Ridership By Mode – Q2 2018

MetroBus, MetroExpress, MetroRapid

- MetroBus, MetroExpress, MetroRapid combined down 5.1% from Q2 2017

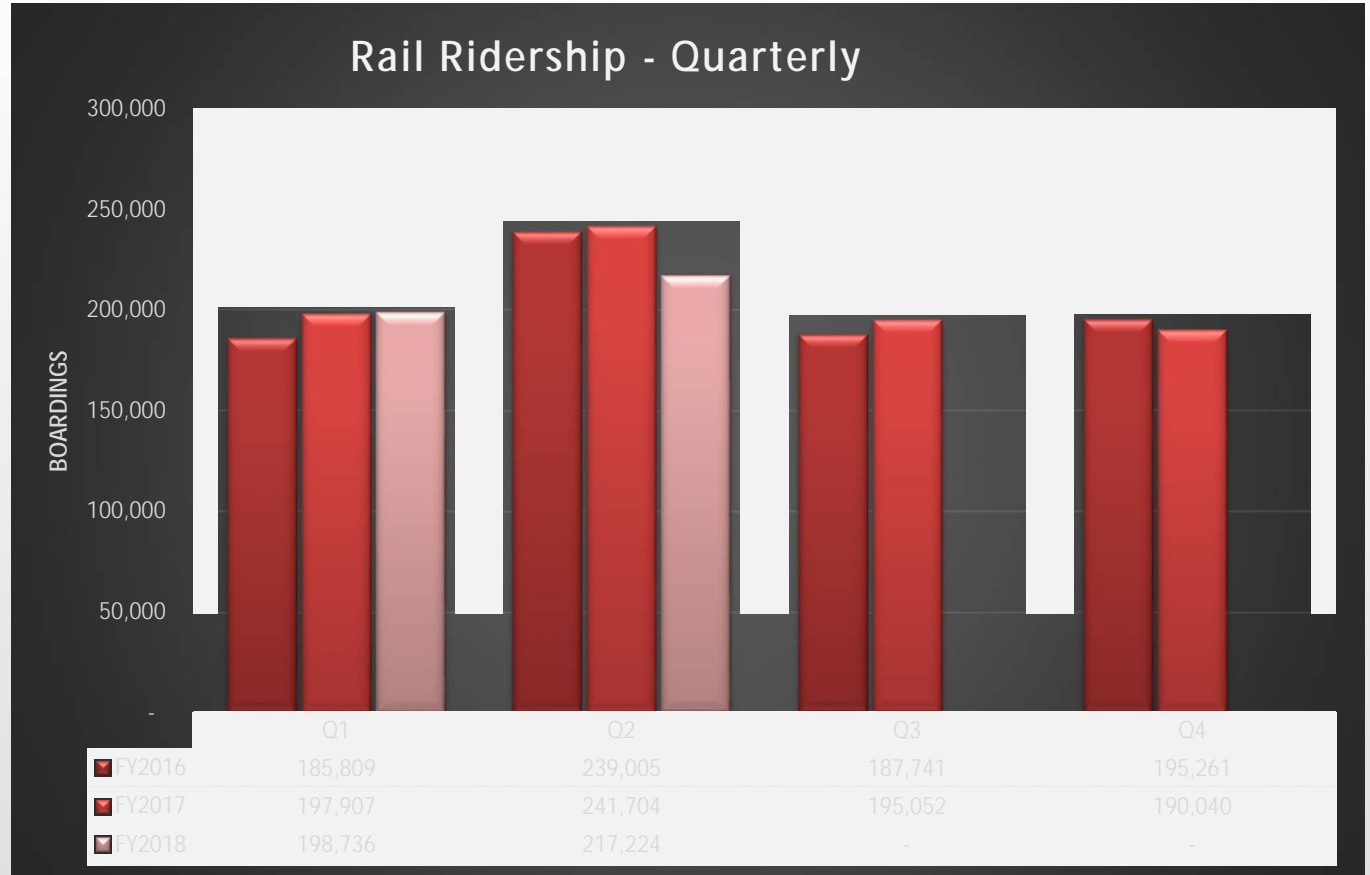




Ridership By Mode – Q2 2018

MetroRail

- MetroRail down 10.1% from Q2 2017
- Additional rail service started January 8, 2018
- Operational challenges ensued
- New rail schedule March 19, 2018
- Construction projects along line through end of 2018

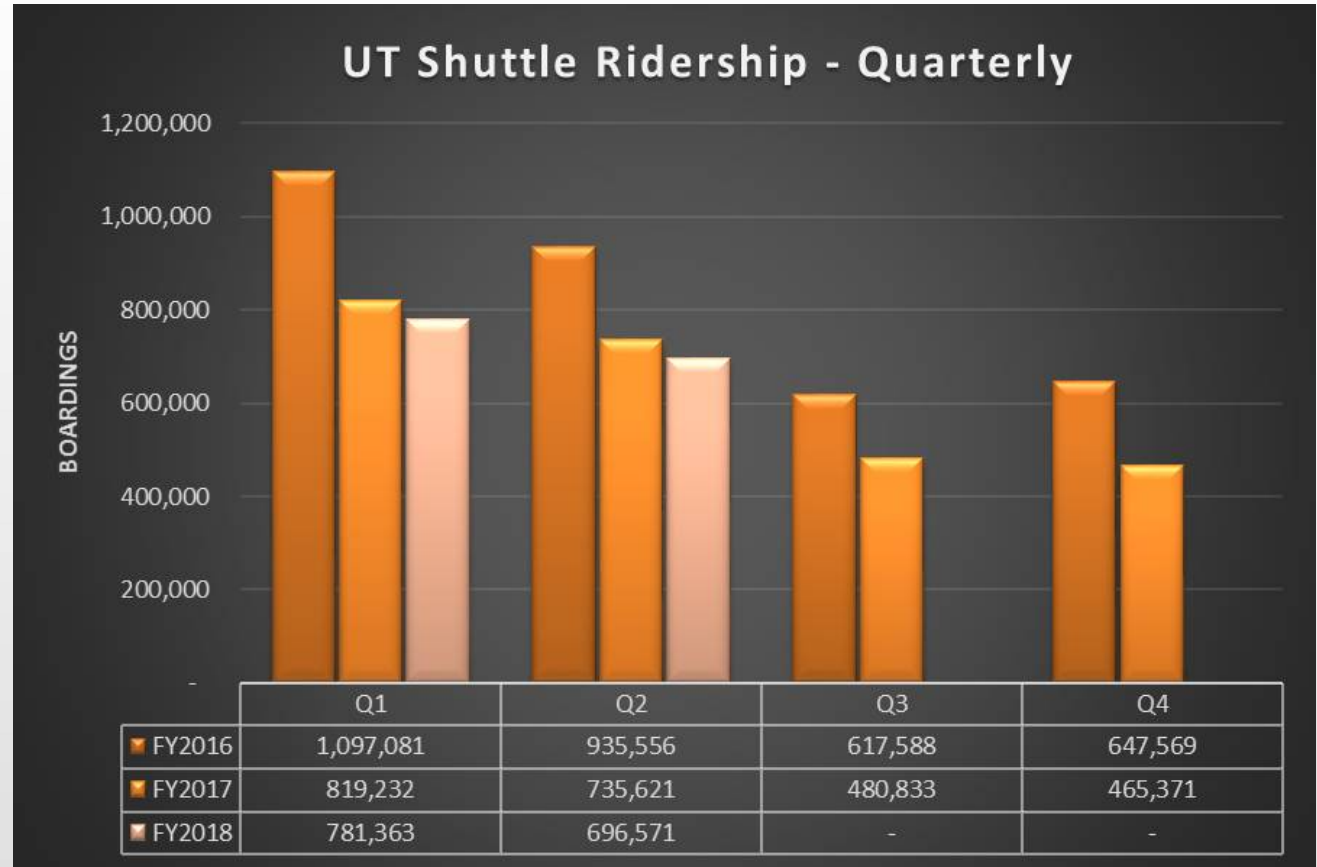




Ridership By Mode – Q2 2018

UT Shuttle

- UT Shuttle down 5.3% from Q2 2017
- A long-term detour affecting ridership on campus was permanently rerouted in the fall
- Additional changes coming Summer and Fall

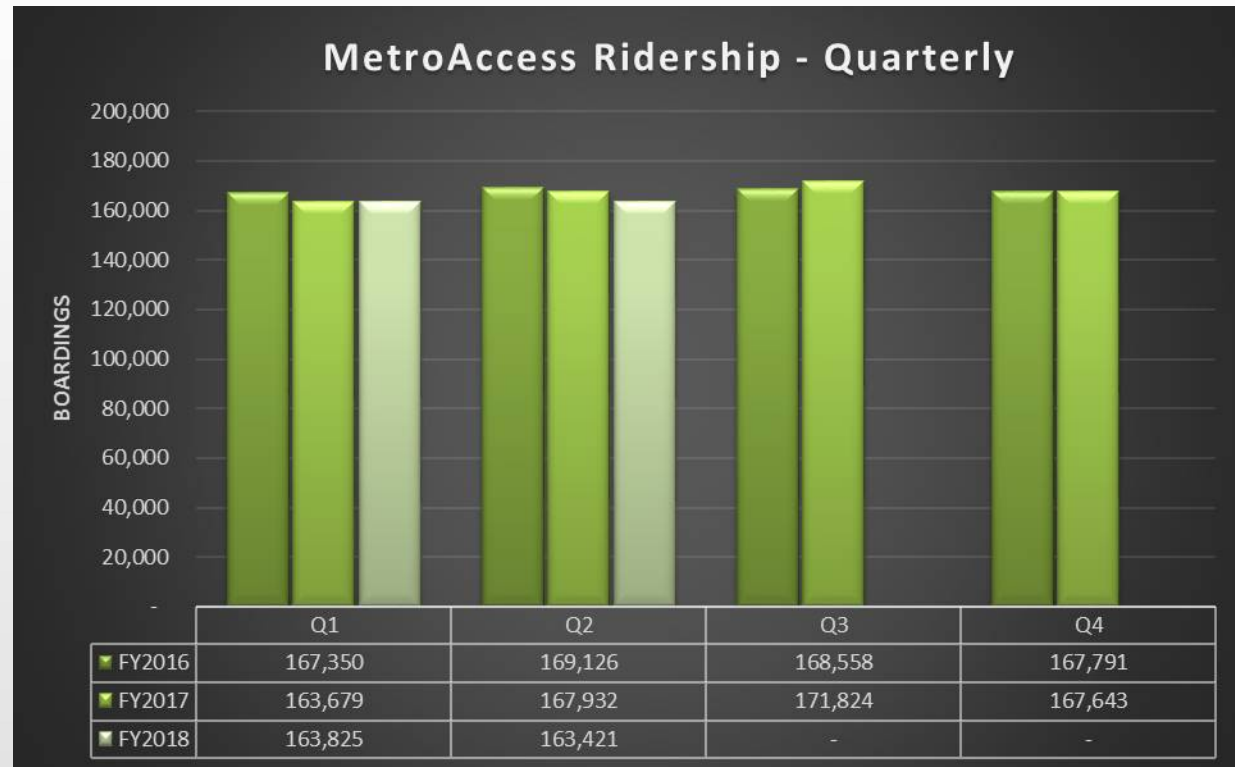




Ridership By Mode – Q2 2018

MetroAccess

- MetroAccess down 2.7% from Q2 2017
- MetroAccess continues making efforts to manage ridership on this high cost service through eligibility evaluations, travel training, and pathway assessment

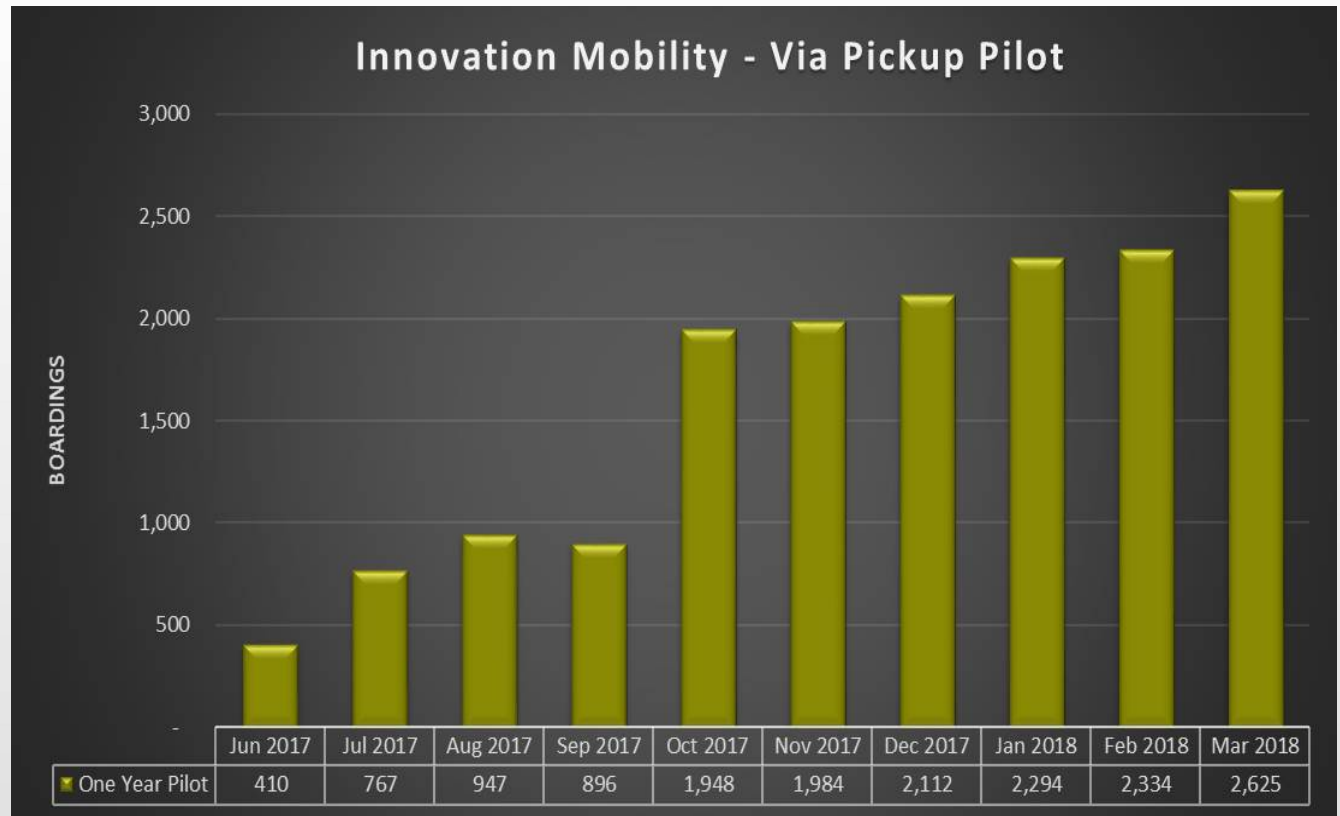


MetroAccess previously included Via Pickup Pilot which is moved to own category

Ridership By Mode – Q2 2018

Innovation Mobility

- Via Pickup Pilot success
- Free ride hailing bus service allows riders to arrange on-demand transit trips using mobile app
- Pilot ends June 2018

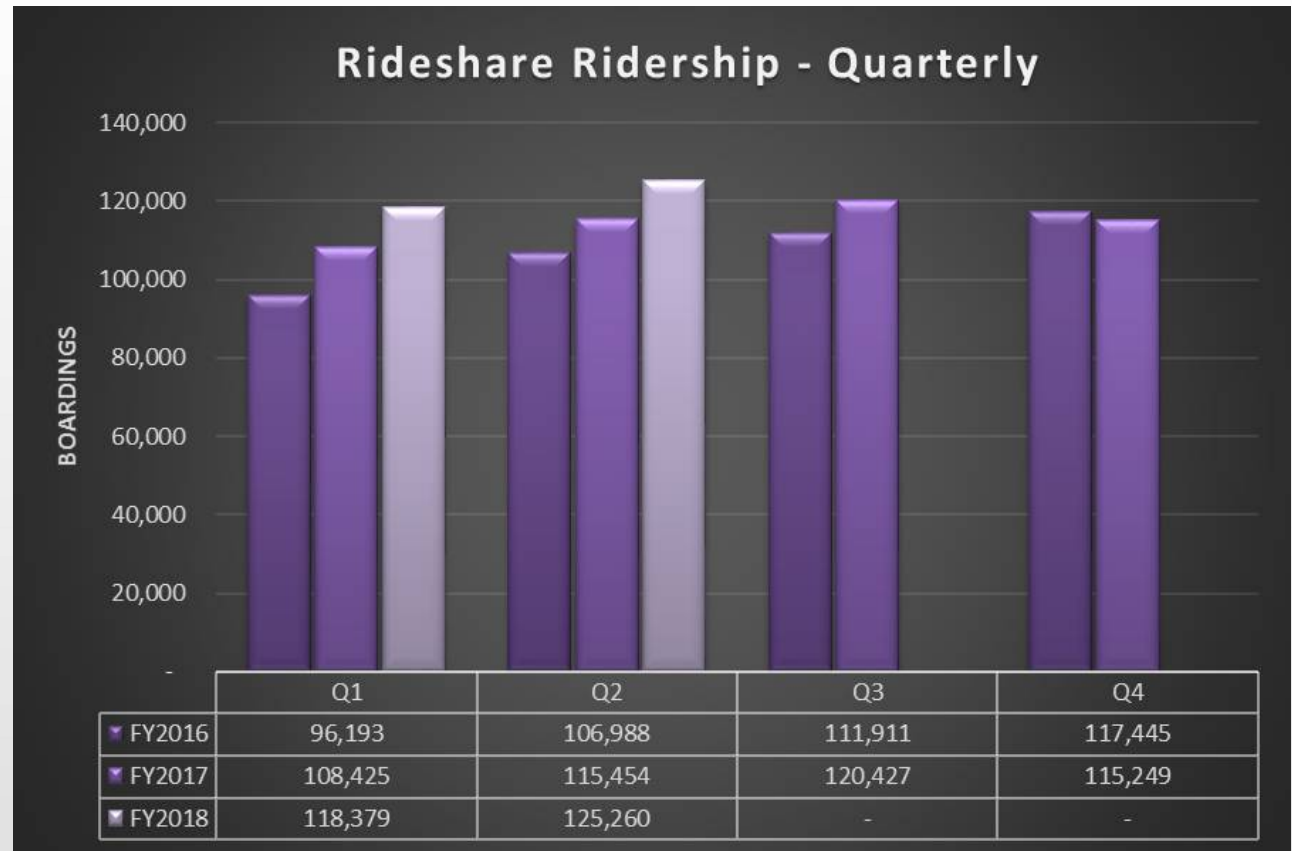




Ridership By Mode – Q2 2018

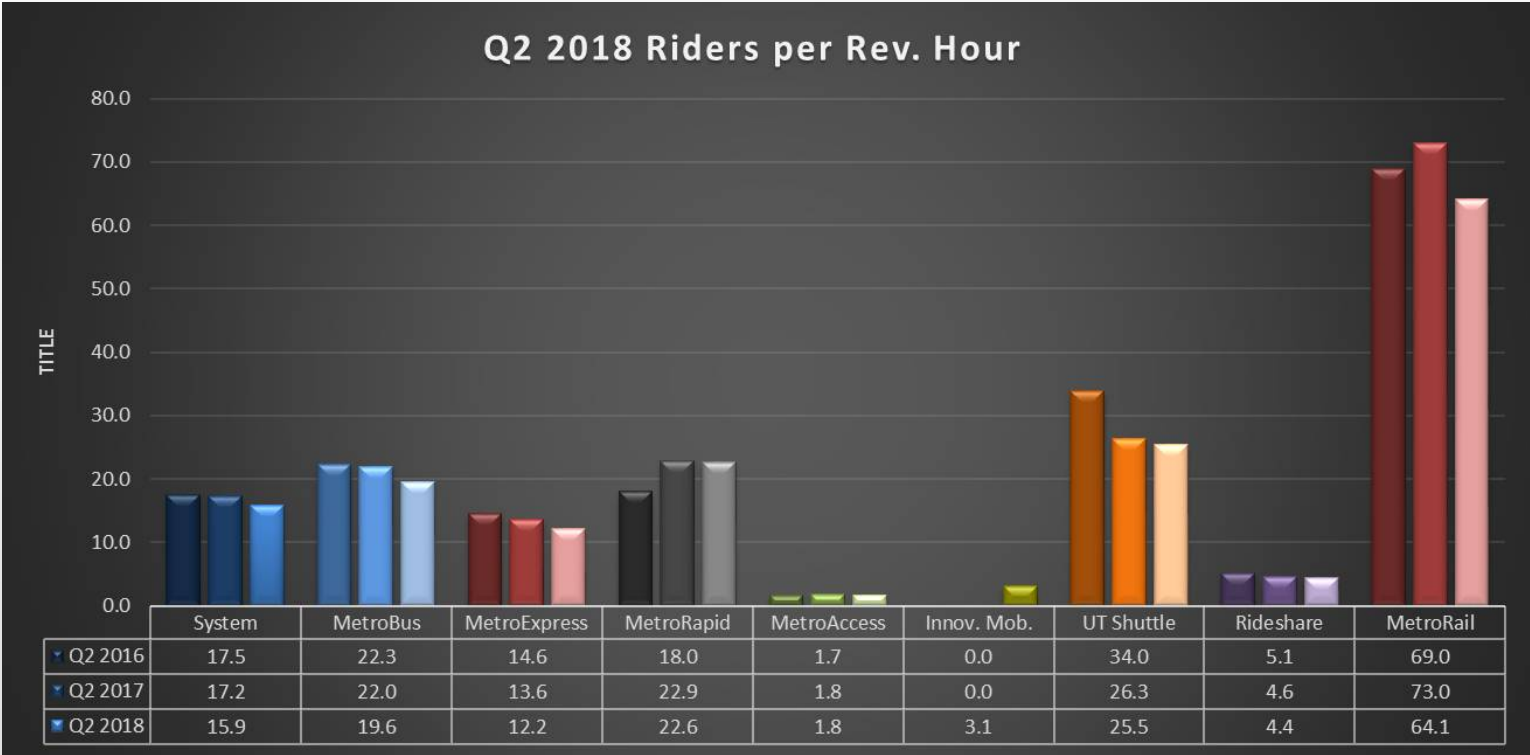
RideShare

- Rideshare ridership up 8.5% from Q2 FY2017
- Continued success of RideShare program



Ridership By Mode – Q2 2018

Productivity – Riders per Hour

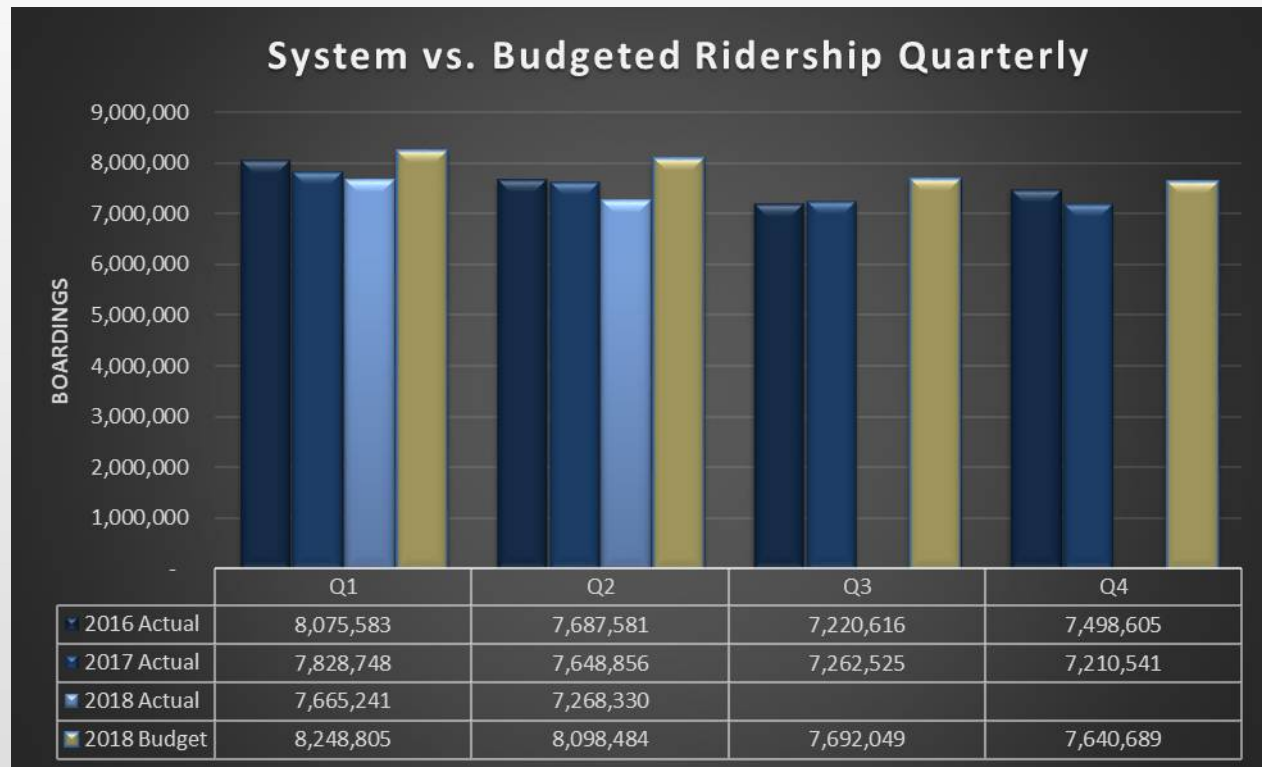


System Ridership – Q2 2018

Compared to Budget



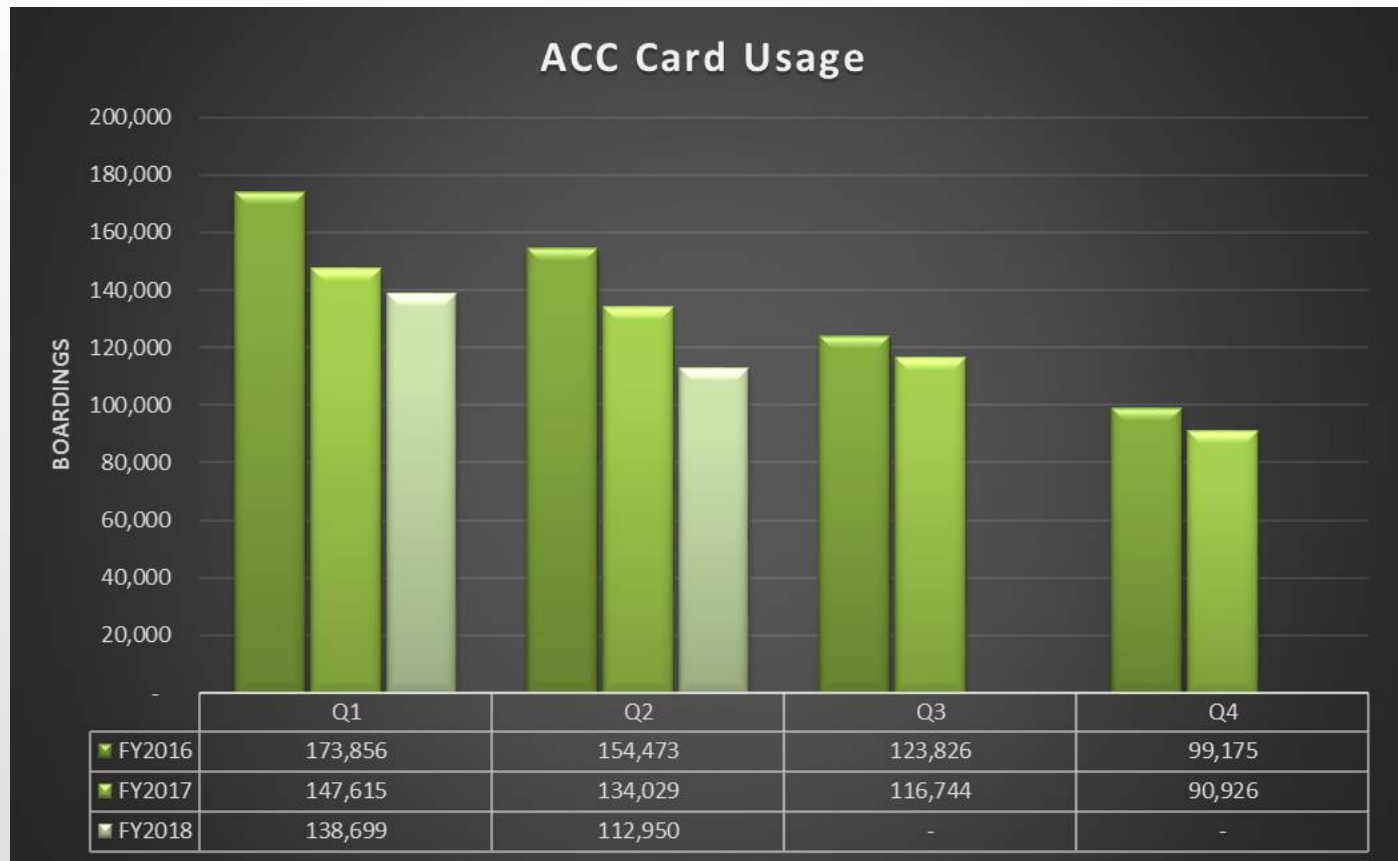
- Actual ridership is 10.3% below Q2 budgeted ridership



Business Partnerships – Q2 2018

Austin Community College

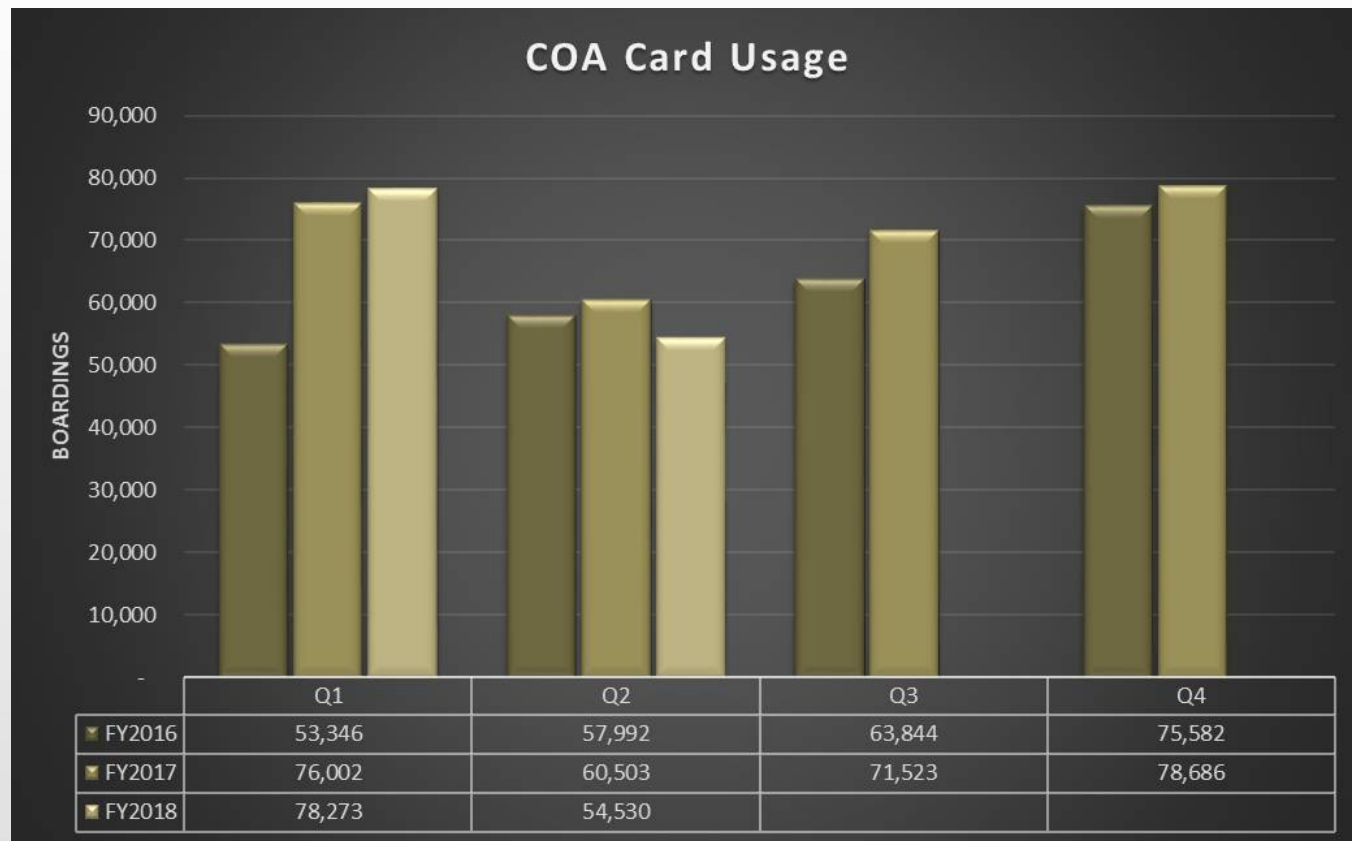
- Q2 boardings down 15.7%



Business Partnerships – Q2 2018

City of Austin

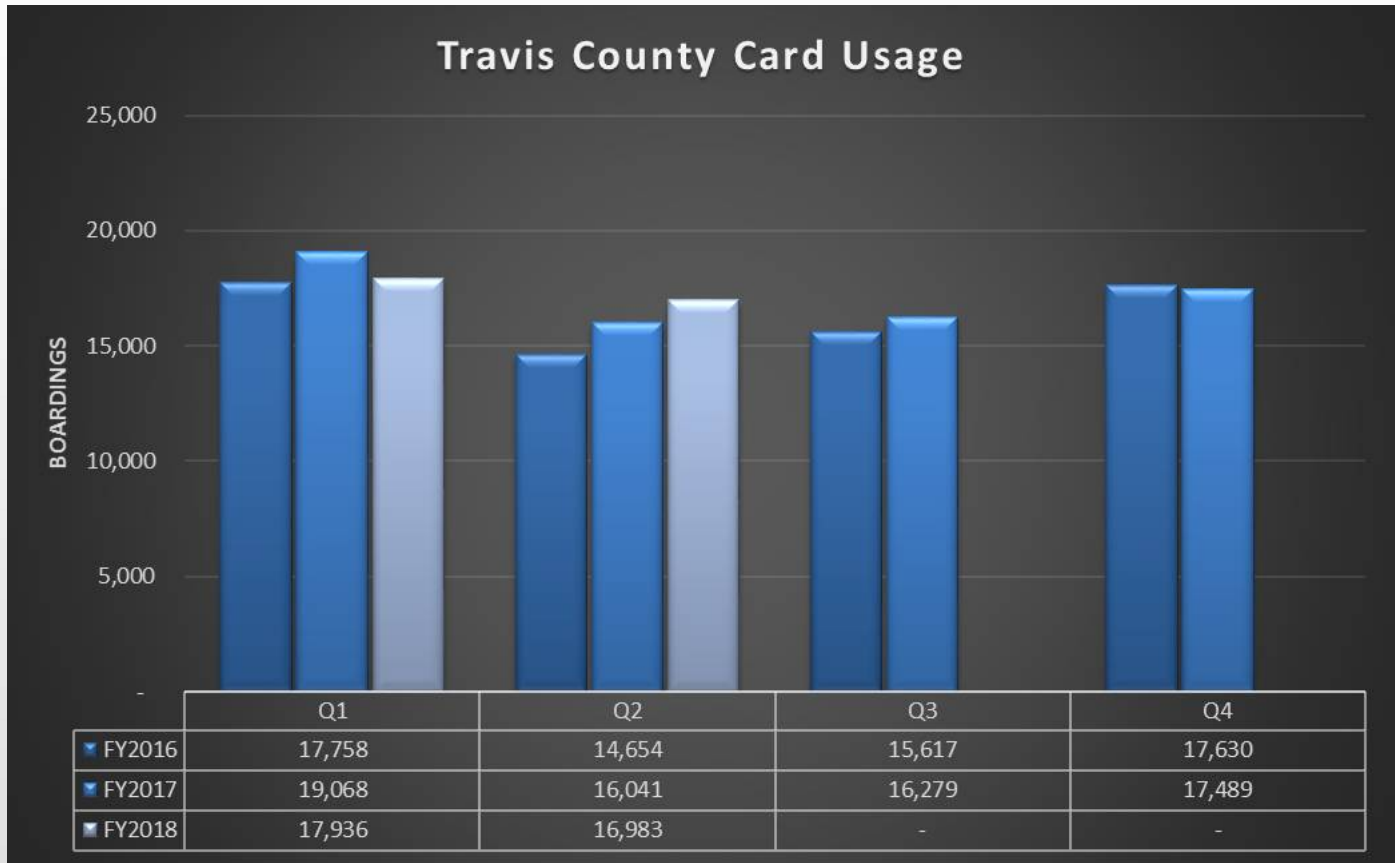
- Q2 boardings down 9.9%



Business Partnerships – Q2 2018

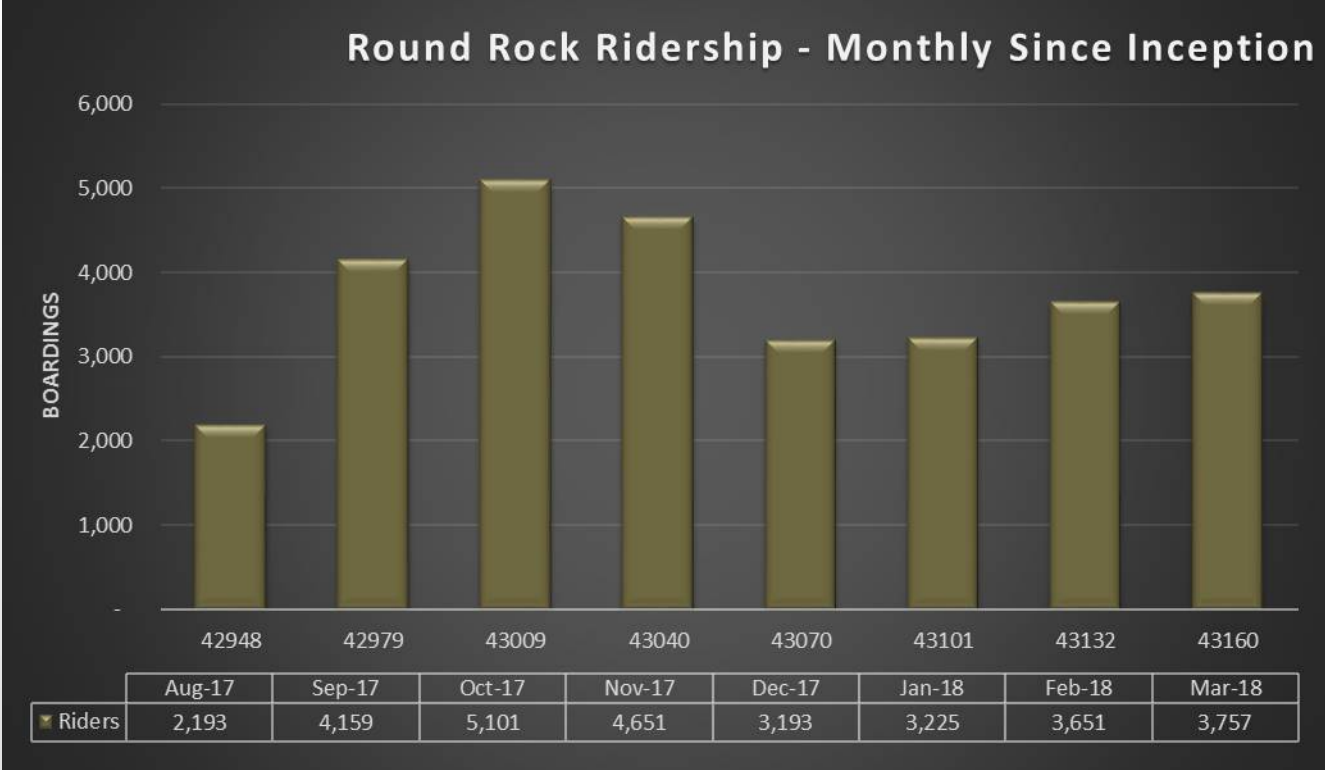
Travis County

- Q2 boardings up 5.9%



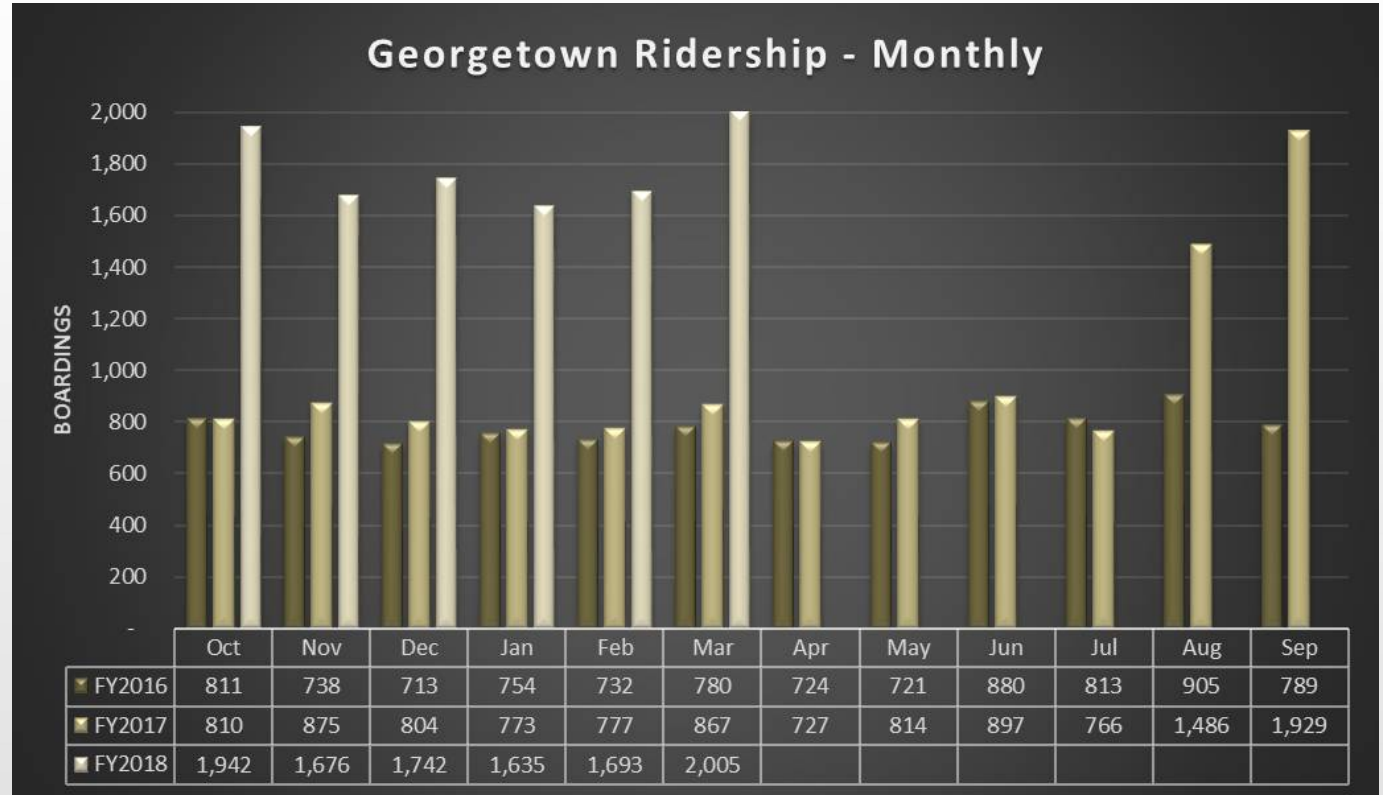
Round Rock Update

- Service began August 21, 2017
- First week free
- Ridership starting to level off

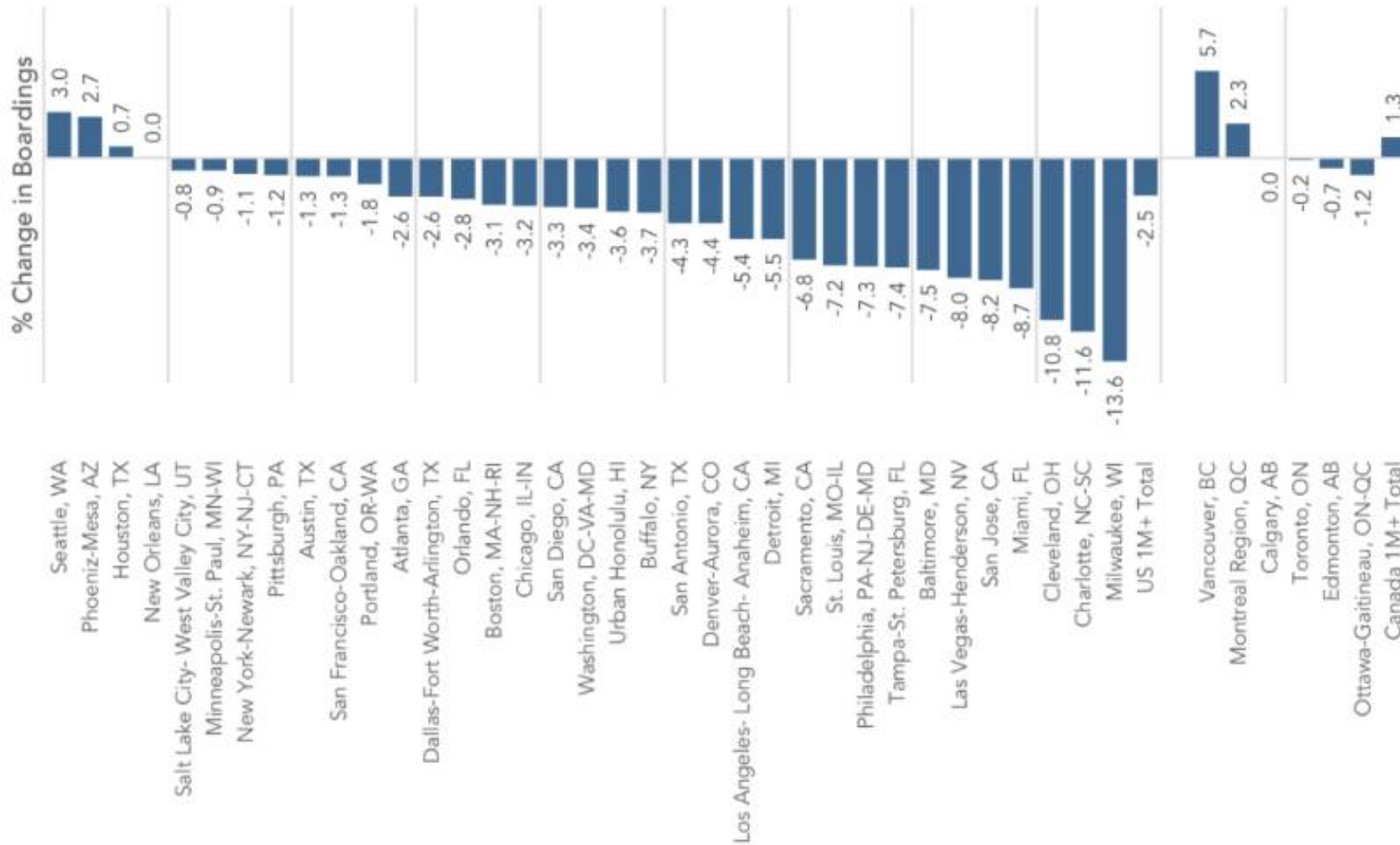


Georgetown Update

- Service realignment August 21, 2017
- First two weeks free
- Strong ridership
- Operated by CARTS



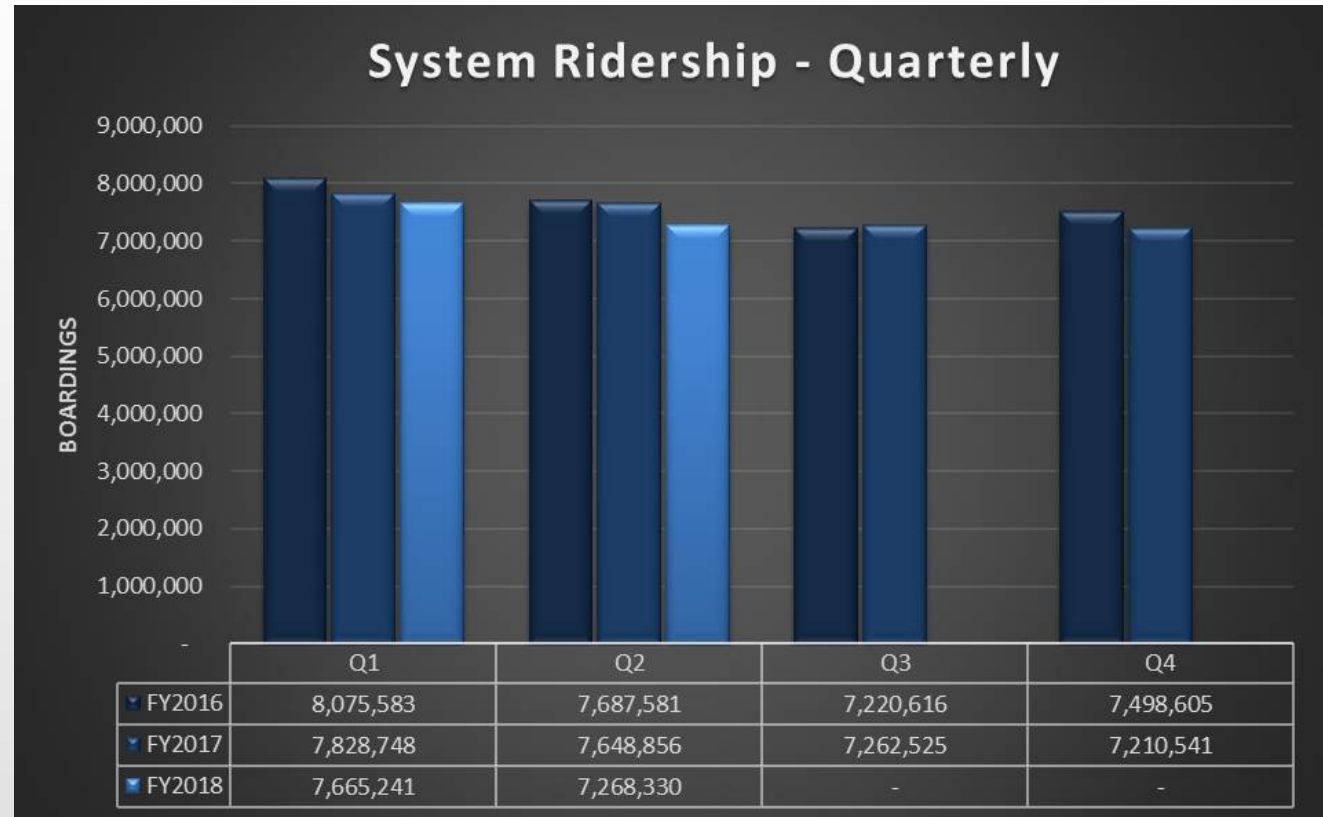
Transit Ridership Change Between 2016-17



Transit ridership urban areas with populations of over 1M are included in this chart. Ridership of major agencies that serve the same region are added together. (Source: National Transit Database; APTA 2017 Q4 Ridership Report)

System Summary – Q2 2018

- System ridership down 5.0% from Q2 2017



Capital Metropolitan Transportation Authority
Board of Directors

MEETING DATE: 05/21/2018

(ID # 4118)

Quarterly Operations Report

TITLE: Quarterly Operations Report

Operations Report-2nd Quarter

May 21, 2018

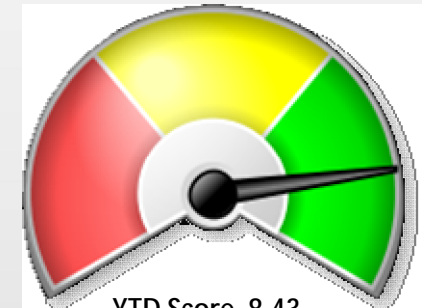
Attachment: OPS Report March 18 (4118 : Quarterly Operations Report)

Bus

				FY 2018 Q1	FY 2018 Q2
Bus	RAPTDEV	On Time Performance	Actual	83.73%	85.03%
			Goal	83%	
		Vehicle Accidents	Actual	0.58	0.21
			Goal	0.2	
		Passenger Accidents	Actual	0.93	0.55
			Goal	0.9	
	Miles Between Roadcalls	Actual	7,601.67	8,363.67	
		Goal	5,500		
	MV Bus	On Time Performance	Actual	80.4%	84.93%
			Goal	83%	
		Vehicle Accidents	Actual	0.2	0
			Goal	0.2	
Passenger Accidents		Actual	0.2	0	
		Goal	0.9		
Miles Between Road Calls	Actual	10,754	11,830.33		
	Goal	5,500			
Customer Complaints	Actual	19.18	18.85		
	Goal	30			



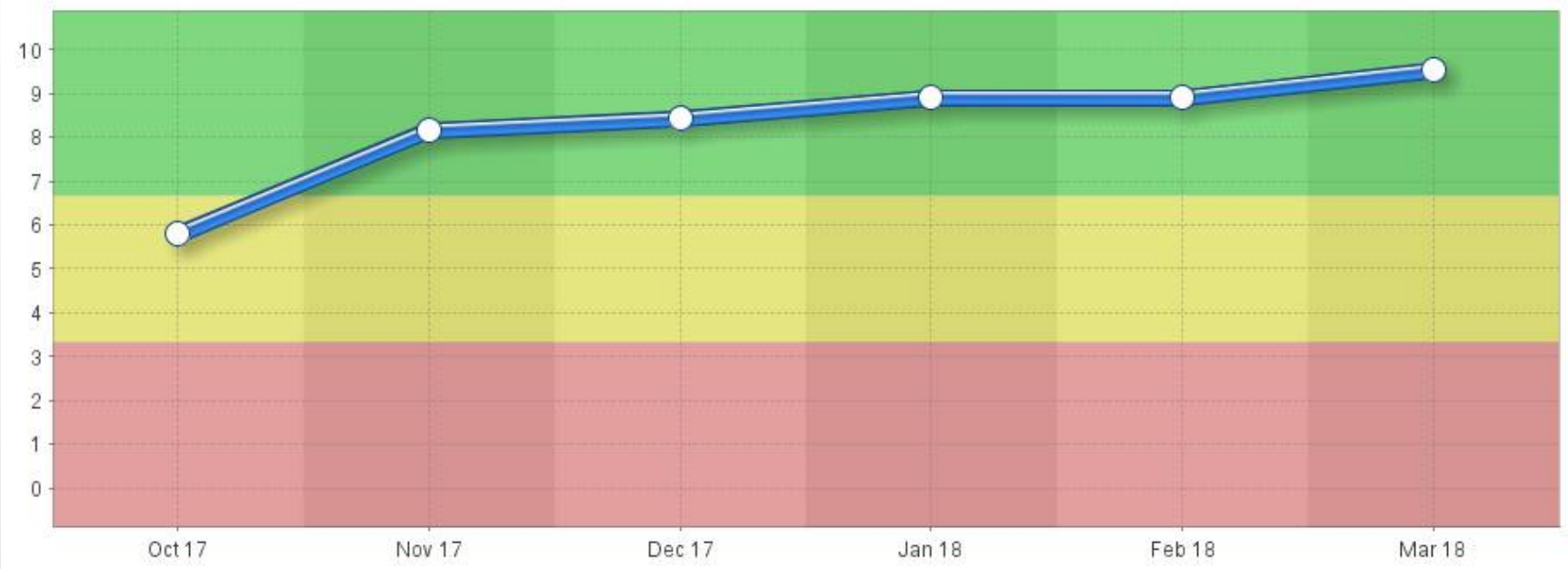
2nd Qtr. Score 9.37



YTD Score 8.43

Vehicles: 366
Avg. Fleet Age: 7.65

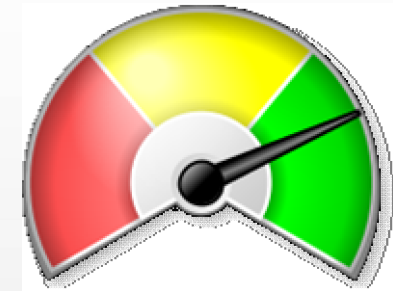
Bus



Attachment: OPS Report March 18 (4118 : Quarterly Operations Report)

BRT

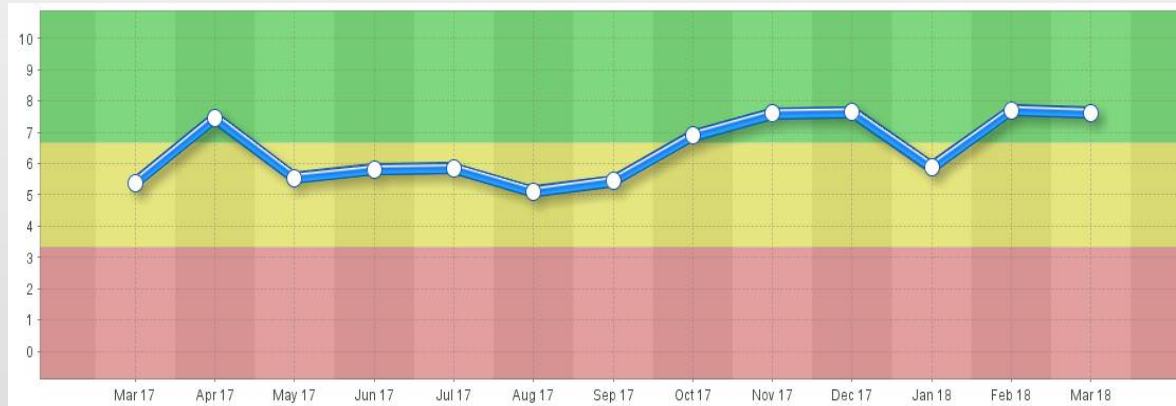
		FY 2018 Q1		FY 2018 Q2	
BRT	On Time Performance	Actual	83.8%	84.83%	
		Goal	83%	83%	
	Vehicle Accidents	Actual	0	0.15	
		Goal	0.2	0.2	
	Passenger Accidents	Actual	0.3	0.1	
		Goal	0.9	0.9	
	Miles Between Road Calls	Actual	3,773.33	4,318	
		Goal	5,500	5,500	
	Customer Complaints	Actual	24.86	18.93	
		Goal	30		



2nd Qtr. Score 7.74



YTD Score 7.62



Vehicles: 55
Avg. Fleet Age: 3.48

Paratransit

			FY 2018 Q1	FY 2018 Q2	
Paratransit	MV	On Time Performance	Actual	89.61%	92.18%
			Goal	92%	
		Vehicle Accidents	Actual	0.1	0.1
			Goal	0.08	
		Passenger Accidents	Actual	0.2	0.37
			Goal	0.4	
	Miles Between Roadcalls	Actual	28572	23135	
		Goal	20,000		
	Ride Right	On Time Performance	Actual	92.59%	92.21%
			Goal	92%	
		Vehicle Accidents	Actual	0.18	0.34
			Goal	0.08	
		Passenger Accidents	Actual	0.18	0.18
			Goal	0.4	
Complaints per 10,000	Actual	20.56	19.35		
	Goal	16			



2nd Qtr. Score 6.21

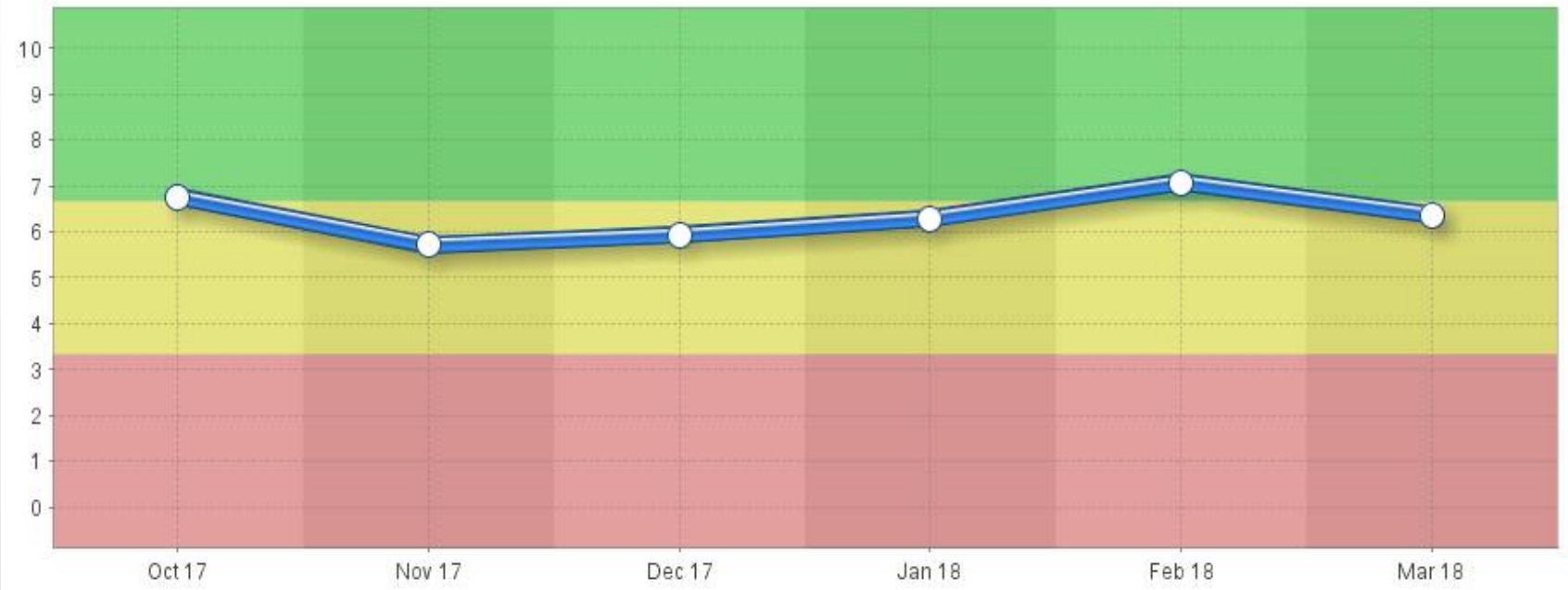


YTD Score 6.16

Vehicles: 118
Avg. Fleet Age: 3.61

Attachment: OPS Report March 18 (4118 : Quarterly Operations Report)

Paratransit



Attachment: OPS Report March 18 (4118 : Quarterly Operations Report)

Rail

			FY 2018 Q1	FY 2018 Q2
Herzog	On Time Performance	Actual	98.19%	92.35%
		Goal	96%	
	Vehicle Accidents	Actual	1	2
		Goal	3	
	Passenger Accidents	Actual	0	0
		Goal	1	
	Customer Complaints/20,000	Actual	1.15	4.62
		Goal	3	
	Mean Distance Between Failures	Actual	10,519.67	12,382.33
		Goal	15,000	

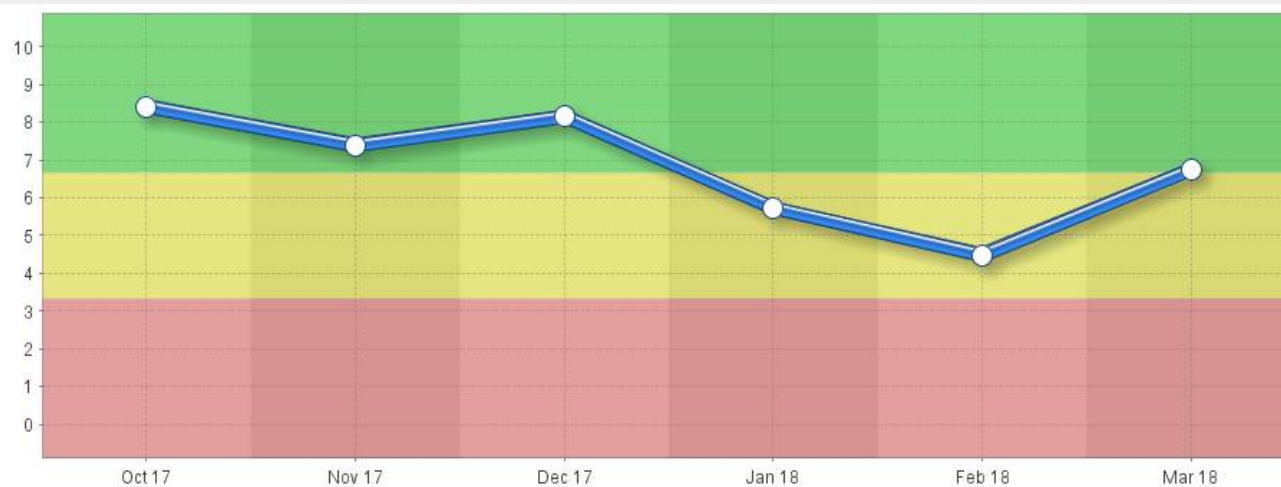


2nd Qtr. Score 5.11



YTD Score 5.11

Vehicles: 6
Avg. Fleet Age: 5.2



Overall Score

8.38	By Mode	9.37	Bus	8.97	RATPDEV
				9.76	MV Bus
		7.74	BRT	7.74	BRT
		6.21	Paratransit	7.65	MV Paratransit
				4.77	Ride Right
		5.11	Rail	5.11	Herzog

Attachment: OPS Report March 18 (4118 : Quarterly Operations Report)

Capital Metropolitan Transportation Authority
Board of Directors

MEETING DATE: 05/21/2018

(ID # 4117)

Quarterly Financial Report

TITLE: Quarterly Financial Report

Financial Report – Fiscal Year 2018

Year to Date March 31, 2018

Presented on May 21, 2018

Major Highlights

Revenue

- FY2018 sales tax revenue budgeted at 2.5% growth over FY2017
- Sales tax remittances received YTD March 2018 are 4.4% higher than YTD March 2017
- Capital contributions and grants are below budget due to timing of processing eligible paid expenses

Operating Expenses

- \$111.3 million expended to date, or 44.5% of full year budget
- Year to date diesel cost of \$1.96 per gallon is in-line with budgeted rate of \$2.00 per gallon

Capital Projects

- FY2018 capital project budget of \$151.5 million
- \$29.2 million expended to date, or 19.3% of full year budget
 - Positive Train Control
 - Bus Replacements – 17 Transit Buses
- \$41.9 million outstanding commitments have been issued, or 27.7% of full year budget
 - Positive Train Control, TIGER Grant Project, MetroRapid and Intelligent Transportation System

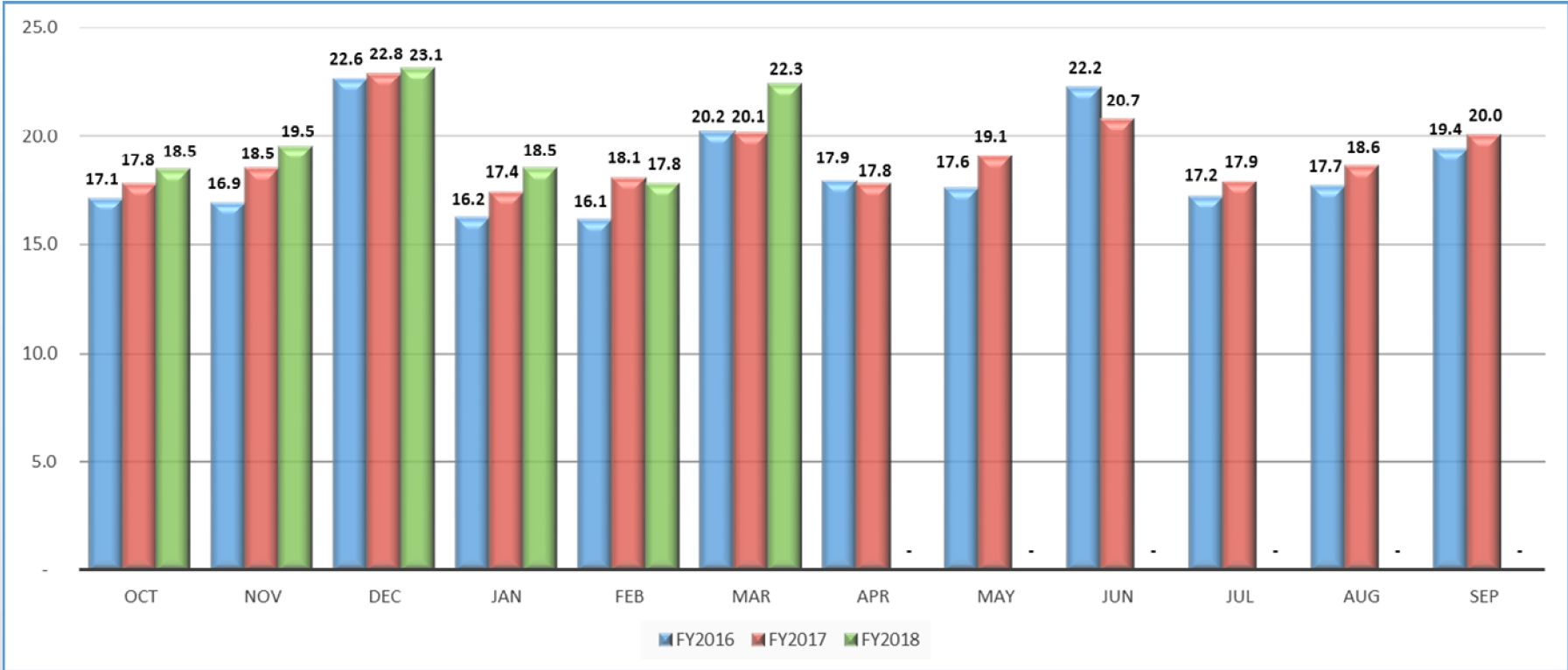
Revenue

\$' Million Category	FY17 Mar YTD Actual	FY18 Mar YTD Actual	FY18 Full Year Budget	% of Budget	Comments
<i>Ridership</i>	15,477,605	14,933,571	31,680,026	47.1%	
Sales Tax	\$114.6	\$117.9	\$234.1	50.4%	Feb year-to-date positive variance of \$577K Oct - Feb actual receipts; Mar accrued
Passenger Fares	8.4	8.0	19.0	42.3%	\$1.3M estimated full-year negative variance
Third Party Fares	3.4	3.7	6.2	60.6%	
Freight Railroad Revenue	2.1	2.9	4.1	71.0%	45G railroad tax credit - \$570K positive variance
Other Revenue	1.8	2.3	3.0	76.1%	Timing of investment income
Operating Contributions and Grants	18.5	16.6	30.6	54.2%	
Capital Contributions and Grants	9.9	3.8	38.5	10.0%	Timing of processing eligible paid expenses
Total	\$158.6	\$155.2	\$335.4	46.3%	
<i>Fare Revenue per Passenger</i>	\$ 0.76	\$ 0.79	\$ 0.80		

Attachment: CFO Monthly Report March 2018 (4117 : Quarterly Financial Report)

Actual Sales Tax Receipts

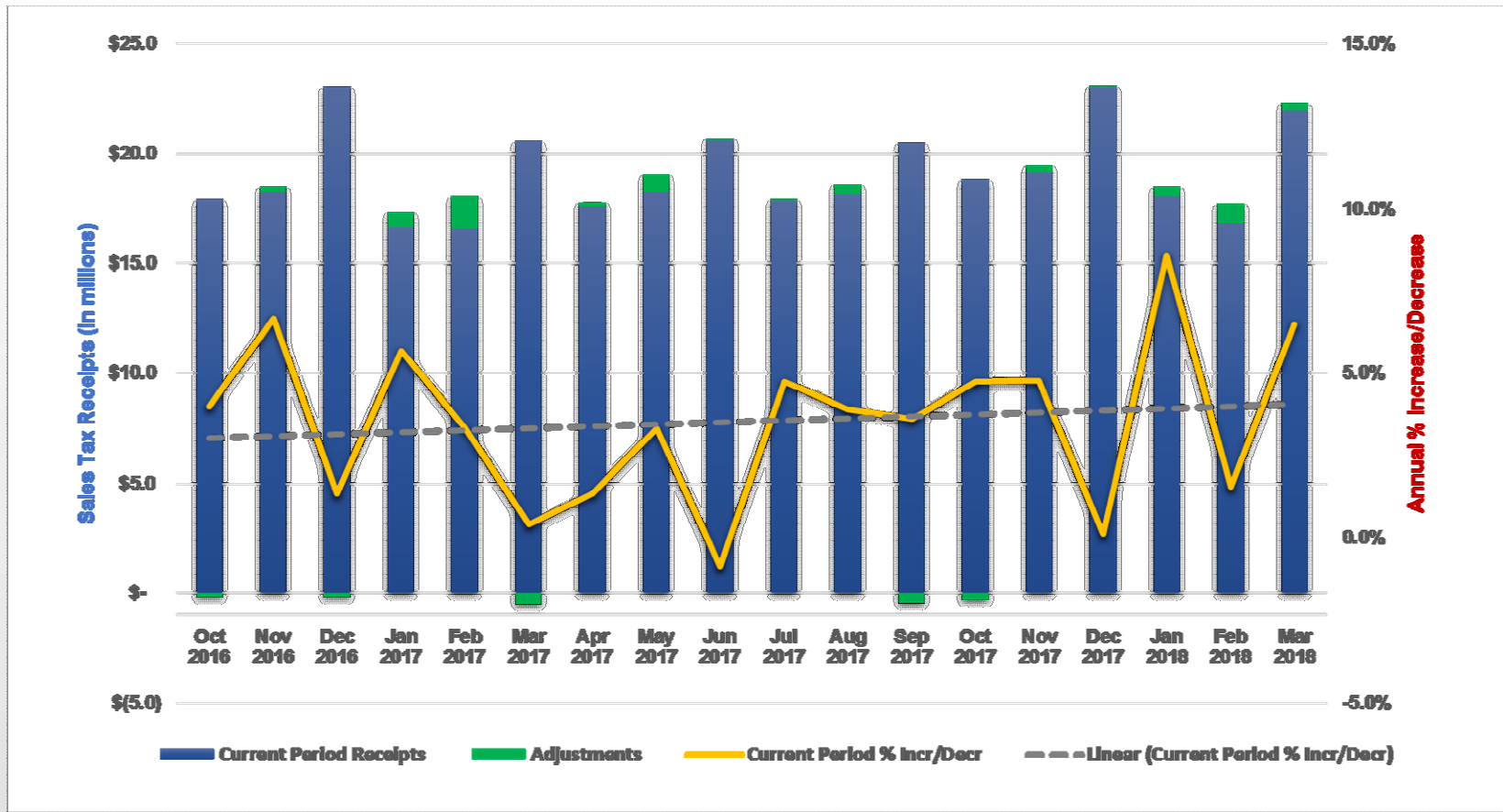
\$'M



Total \$221.3M \$228.7M \$119.6M

Attachment: CFO Monthly Report March 2018 (4117 : Quarterly Financial Report)

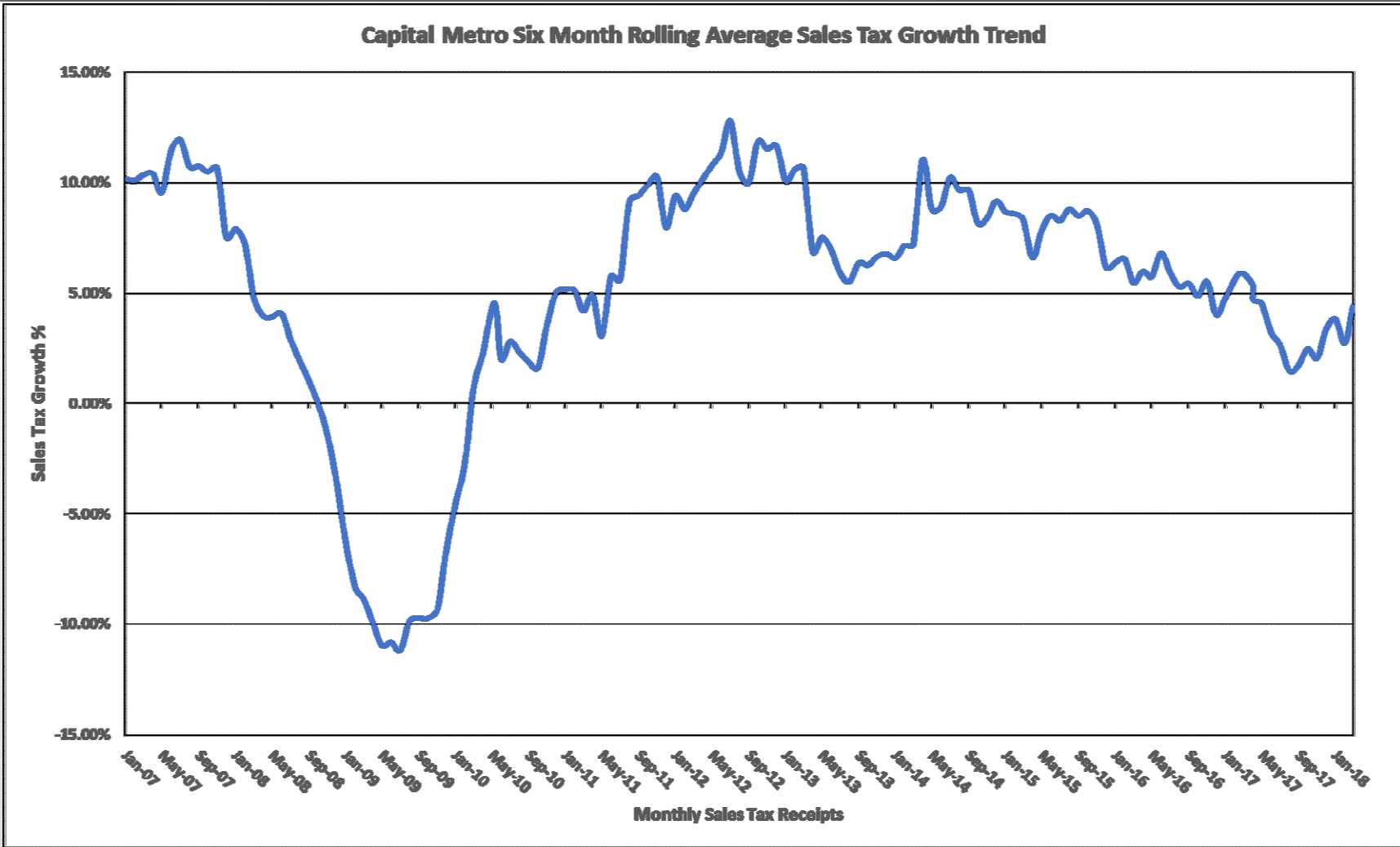
Sales Tax Trend



6 Month Annual Growth 3.3% 6 Month Annual Growth 2.6% 6 Month Annual Growth 4.2%

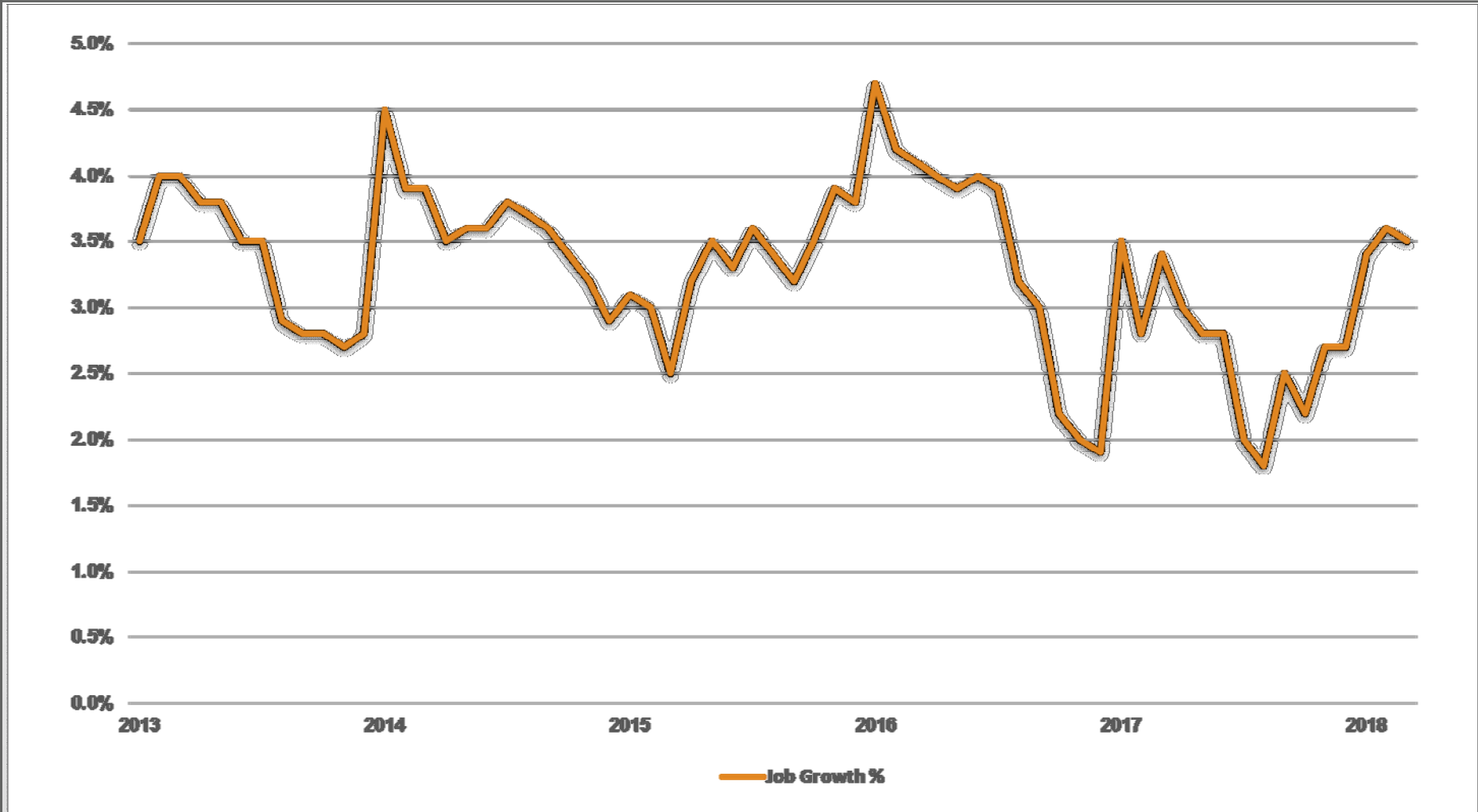
Attachment: CFO Monthly Report March 2018 (4117 : Quarterly Financial Report)

Sales Tax Rolling Average Trend



Attachment: CFO Monthly Report March 2018 (4117 : Quarterly Financial Report)

Job Growth Trend



Attachment: CFO Monthly Report March 2018 (4117 : Quarterly Financial Report)

Operating Expense

\$' Million Category	FY17 Mar YTD Actual	FY18 Mar YTD Actual	FY18 Full Year Budget	% of Budget	Comments
<i>Revenue Hours</i>	897,415	926,180	1,901,039	48.7%	
<i>Revenue Miles</i>	12,294,650	13,058,903	26,844,169	48.6%	
Salaries and Benefits	\$18.6	\$20.2	\$42.2	47.9%	\$3M estimated negative variance for bargain pension adjustment
Professional Services	7.2	7.2	22.0	32.8%	Timing of spending on contracts
Materials and Supplies	0.3	0.3	1.4	22.7%	
Fuel and Fluids	5.6	5.1	12.4	41.1%	\$684K favorable - \$1.96/gallon actual cost versus \$2.00/gallon budget
Utilities	1.3	1.2	3.2	38.8%	
Insurance	0.4	0.3	1.0	34.4%	
Taxes	0.5	0.5	0.0	0.0%	
Purchased Transportation	73.9	73.9	158.7	46.5%	
Lease/Rentals	0.9	0.9	2.0	44.7%	
Other Expenses	1.1	1.5	7.0	21.6%	Timing of software contract expense and unspent contingency
Total	\$109.8	\$111.3	\$250.0	44.5%	
<i>Cost per Revenue Hour</i>	\$ 122.33	\$ 120.13	\$ 131.51		

Attachment: CFO Monthly Report March 2018 (4117 : Quarterly Financial Report)

Estimated Budget Variances

Estimated budget variances - favorable/(unfavorable)	<u>\$ Million</u>
Year-to-Date March 2018 sales tax variance	\$ 2.3
Section 45G railroad maintenance tax credit	0.6
Estimated full-year fare revenue variance	(1.3)
Rail state of good repair grant - 5337	(3.8)
Rail liability claim payments	(0.9)
Bargain pension plan adjustment (not cash)	<u>(3.0)</u>
Total budget variances - favorable/(unfavorable)	(6.1)
Operating expense contingency	<u>3.0</u>
Net estimated variance	<u>\$ (3.1)</u>

Note: \$3.1 million variance is estimated to be offset by vacancy savings, favorable spending on services and potential increases in Sales Tax receipts.

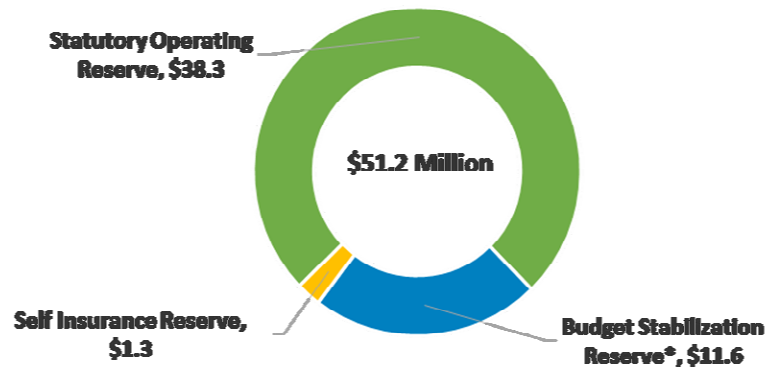
Budget Transfers

Consistent with Capital Metro's financial policies, there were 2 budget transfers to report for Quarter 2 for the period ending March 31, 2018 that cumulatively exceeded \$150,000

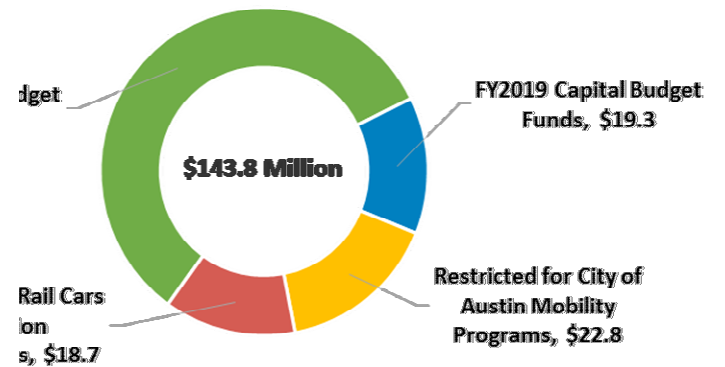
January-18				
Transfer #1				
From:	RRC1102	Positive Train Control	(3,804,762)	Positive Train Control budget true-up and decrease for FY17 actual spend.
To:	RRC1803	Rail - Special Project	3,804,762	
January-18				
Transfer #2				
From:	RRC1803	Rail - Special Project	(458,275)	Transfer funds to Positive Train Control for Mott MacDonald Revision 4.
To:	RRC1102	Positive Train Control	458,275	

Reserve, Allocated & Restricted Funds

Reserve Funds



Allocated & Restricted Funds



*Budget Stabilization reserve needs to grow to 1 month of operating expenses – Shortfall currently \$7.6 million

Notes:

- Additional funding was allocated to the statutory operating and budget stabilization reserves based on the board approved funding formula. The statutory operating reserve equals 2 months of FY2017 operating expenses. Contributions to the budget stabilization reserve began in February 2016 with \$7 million reserved in FY2016 and \$3 million in FY2017. An additional contribution of \$3 million is budgeted for FY2018 in quarterly installments of \$750,000 offset by board approved spending of \$2 million for Downtown Station Storm Water Improvements.
- Funds for capital investment are required to help address extensive capital needs. The capital budget for FY2018 is \$152 million, with \$69 million funded by FY2018 income and \$83 million from reserves. Due to project delays \$60 million of the FY2017 capital budget was carried forward to FY2018. These capital improvements are needed to get caught up with the state of good repair of the community's transit infrastructure and to be in compliance with Federal regulations.

Statement of Revenue, Expenses and Changes in Net Position

\$' Million	FY17 Mar YTD Actual	FY18 Mar YTD Actual	FY18 Full Year Budget	% of Budget
<i>Operating Revenue</i>				
Passenger Fares	\$8.4	\$8.0	\$19.0	42.3%
Third Party Fares	3.4	3.7	6.2	60.6%
Freight Railroad Revenue	2.1	2.9	4.1	71.0%
Other Revenue	1.1	1.4	2.2	63.1%
Total	14.9	16.0	31.5	51.0%
<i>Operating Expenses</i>				
Salaries and Benefits	18.6	20.2	42.2	47.9%
Professional Services	7.2	7.2	22.0	32.8%
Fuel and Fluids	5.6	5.1	12.4	41.1%
Utilities	1.3	1.2	3.2	38.8%
Purchased Transportation	73.9	73.9	158.7	46.5%
Other Expenses	2.3	2.6	9.2	27.9%
Interest Expenses	.0	.1	.3	55.4%
Lease/Rental	.9	.9	2.0	44.7%
Depreciation & Amortization	18.6	20.7	39.6	52.4%
Total	128.4	132.0	289.6	45.6%
Operating Income/Loss	(113.4)	(116.0)	(258.2)	44.9%
<i>Non-Operating Revenue/(Expenses)</i>				
Sales Tax	114.6	117.9	234.1	50.4%
Investment Income	.7	1.1	.9	127.5%
Operating Contributions and Grants	18.5	16.6	30.6	54.2%
Capital Contributions and Grants	9.9	3.8	38.5	10.0%
Mobility Interlocal Agreements	(1.5)	(1.4)	(12.4)	11.0%
Other	.0	(.0)	-	0.0%
Non-Operating Income/(Loss)	142.2	138.0	291.6	47.3%
Change in Net Position	\$28.8	\$22.0	\$33.4	65.9%

Budget Variances by Department

\$'000 Department	FY17 Mar YTD Actual	FY18 Mar YTD Actual	FY18 Full Year Budget	YTD % of Budget	Comments
100 - Non-Allocated Benefits	\$4,767	\$5,683	\$11,796	48.2%	
102 - Wellness Center	117	80	277	28.8%	Timing of professional fees
103 - Child Care Center	342	450	862	52.2%	
105 - Business Center	97	162	357	45.5%	
110 - Executive Staff	335	281	852	33.0%	Vacancy savings, timing of dues and subscription expense
115 - Communications	372	282	658	42.9%	
118 - Government Relations & Compliance	387	360	1,220	29.5%	Timing of Transit Empowerment Fund
120 - Board Of Directors	122	115	314	36.6%	
125 - Internal Audit	165	97	351	27.7%	Vacancy savings
130 - Strategic Oper Mgt. & Administration	369	304	726	41.8%	
141 - Security	2,047	2,344	4,362	53.7%	
150 - Legal	570	371	953	38.9%	
220 - Finance	1,305	1,795	6,438	27.9%	Unspent contingency
230 - Information Technology	4,409	4,216	10,401	40.5%	
250 - Procurement	590	646	1,380	46.8%	
275 - Rideshare	1,165	1,255	2,778	45.2%	
320 - Planning	1,114	1,279	3,297	38.8%	
330 - Marketing	1,164	1,291	3,428	37.7%	
331 - Community Involvement	272	456	976	46.7%	
332 - Customer Service	617	431	1,085	39.7%	
340 - Human Resources	795	972	1,958	49.6%	
420 - Risk Management And Safety	845	747	2,110	35.4%	Timing of casualty and liability expense
457 - Public Facilities	1,908	1,855	4,676	39.7%	
530 - Capital Projects	609	703	1,869	37.6%	
540 - Real Estate And Property Mgt.	776	831	1,959	42.4%	
542 - Freight Rail Management	60	802	1,794	44.7%	
544 - Commuter Rail Operations	9,520	7,418	17,986	41.2%	
546 - Rail Compliance	0	145	322	45.0%	
550 - Real Estate and Facility Planning	1,510	1,195	3,237	36.9%	
600 - Operations and Maintenance Oversight	1,691	1,342	3,871	34.7%	
610 - Bus Contract Operations	56,036	58,115	122,050	47.6%	
620 - Paratransit Contract Operations	14,230	13,412	30,441	44.1%	
630 - Paratransit Administration	131	155	359	43.1%	
640 - Paratransit Reservation & Control	812	898	1,834	48.9%	
650 - Paratransit Eligibility	395	411	931	44.2%	
920 - Central Corridor Development	142	366	2,079	17.6%	Timing of corridor analyses spending
Total	\$109,784	\$111,264	\$249,990	44.5%	

Attachment: CFO Monthly Report March 2018 (41117 : Quarterly Financial Report)

Capital Projects Summary

\$'000 Project Category	Expended	Outstanding Commitments	Budget	Expended & Committed as % of Budget	Comments
Commuter Rail	\$12,493	\$21,238	\$54,805	61.5%	Positive Train Control
Vehicles	8,574	443	15,121	59.6%	Bus Replacements - 17 Transit Buses
Information Technology	1,586	1,505	10,476	29.5%	Intelligent Transportation Systems Project
Real Estate	1	-	2,000	0.0%	
Facilities	5,825	18,283	51,827	46.5%	TIGER Grant Project; Downtown Station
Freight Railroad	13	57	3,895	1.8%	
Property and Asset Mgmt	537	289	2,472	33.4%	
Contingency	-	-	4,662	0.0%	
Strategic Planning	-	-	5,200	0.0%	
Security	164	87	1,045	24.0%	
Total	\$29,193	\$41,902	\$151,503	46.9%	

Outstanding commitments are for the purchase orders that have been issued.

Questions/Discussion

Capital Metropolitan Transportation Authority
Board of Directors

MEETING DATE: 05/21/2018

(ID # 4128)

Performance Dashboard

TITLE: Performance Dashboard

Performance & Transparency Dashboard



Background

- Development of organizational KPI dashboards
- Benchmarked organizational dashboards
 - MBTA
 - UTA
 - MTA
- Objective of continued organizational performance and transparency

Capital Metro Performance & Transparency Dashboard

METRO Plan Your Trip Rider's Guide Fares and Passes Help & Contact

Home > About CapMetro > Performance and Transparency

Performance and Transparency

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Ridership

Ridership Details >>

Finances

Horizontal bar chart and two pie charts showing financial data.

Financial Details >>

METRO Q ☰

Performance and Transparency

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Ridership

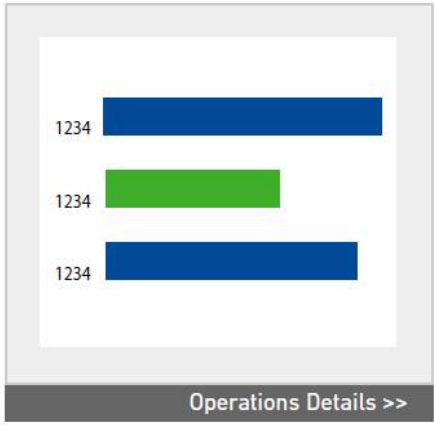
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Finances

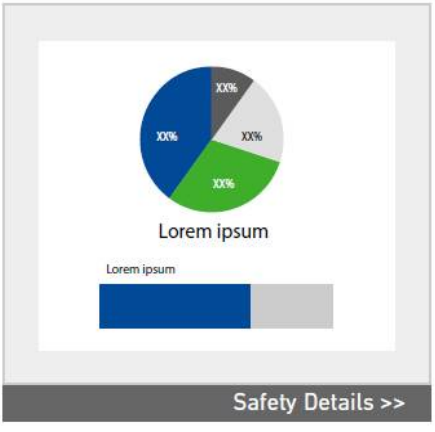
Financial Details >>

Capital Metro Performance & Transparency Dashboard

Operations



Safety



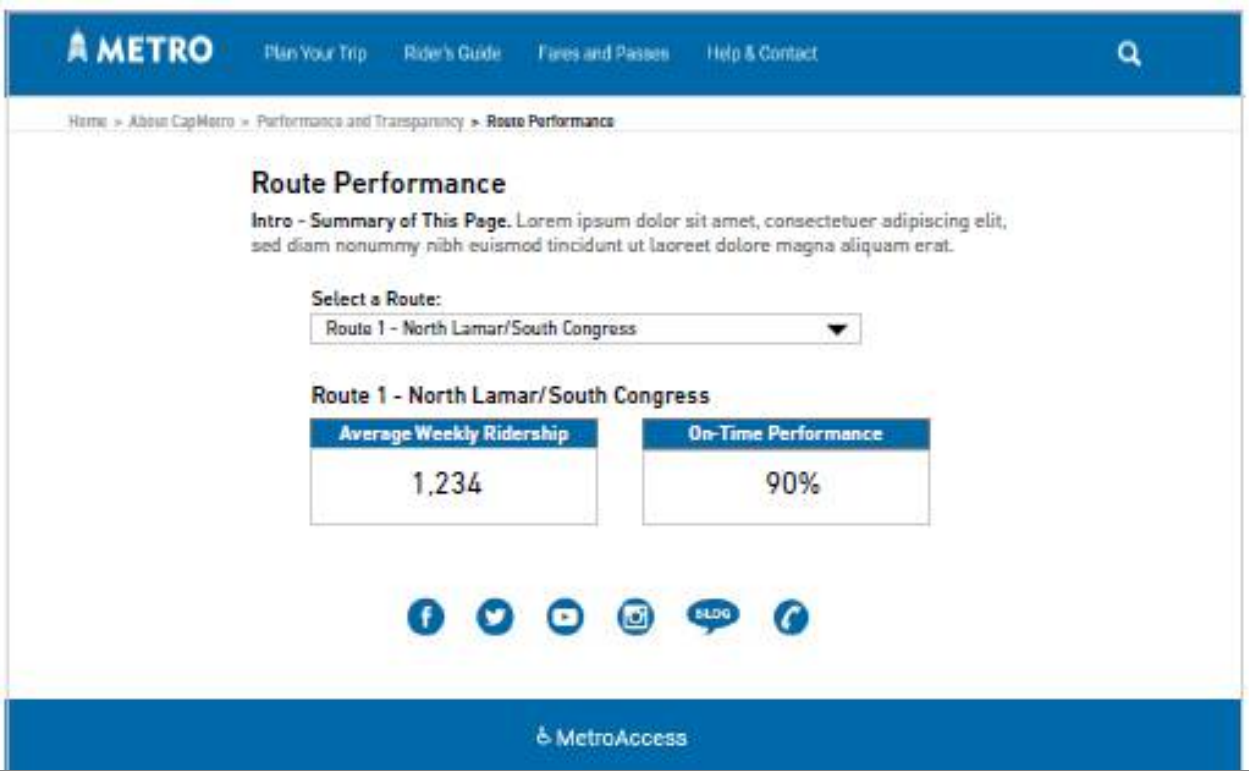
Customer Experience



Sustainability



Route-Specific Data



Additional Route Data Points:

- Average Subsidy per Passenger
- Miles Between Road Calls
- Ridership Per Hour
- Incidents per 100,000 Miles
- And more..

Future Dashboard Data Sets

- Safety
 - Severity Report
- Capital Projects
 - On Schedule
 - On Budget
- Customer Technology
 - Mobile App
 - Website
 - TVM
 - DMS Uptime
- Paratransit Operations

Next Steps

- Continue to develop data requirements and design with dashboard team
- Test and implement with final product in November
- Revisit final product with Senior Management and Board (November)

Capital Metropolitan Transportation Authority **MEETING DATE: 05/21/2018**
Board of Directors **(ID # 4129)**
President/CEO Report

TITLE: President/CEO Report