

MASS TRANSIT DEPARTMENT BOARD MINUTES
CITY COUNCIL CHAMBERS
January 10, 2017

A meeting of the Mass Transit Department Board was called to order at approximately 12:35 p.m. with Oscar Leaser, Chairman, presiding. The other members present were: Peter Svarzbein, Emma Acosta, Carl Robinson, Michiel Noe, Claudia Ordaz, Lilia Limón. Absent: Jim Tolbert and Cortney Carlisle Niland.

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CONSENT AGENDA

Motion made by Board Member Limón, seconded by Board Member Ordaz, and unanimously carried to **APPROVE, AS REVISED**, all matters listed under the Consent Agenda unless otherwise noted. (Items approved, postponed, or deleted pursuant to the vote on the Consent Agenda will be shown with an asterisk {*}).

AYES: Board Chair Leaser and Board Members Acosta, Robinson, Noe, Ordaz, and Limón

NAYS: None

NOT PRESENT FOR THE VOTE: Board Member Svarzbein

ABSENT: Board Members Tolbert and Niland

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1. APPROVAL OF MINUTES

*Motion made, seconded, and unanimously carried to **APPROVE** the Minutes for Special Mass Transit Board Meeting held on December 6, 2016

NOT PRESENT FOR THE VOTE: Board Member Svarzbein

ABSENT: Board Members Tolbert and Niland

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2. REQUEST TO EXCUSE ABSENT MASS TRANSIT DEPARTMENT BOARD MEMBERS

*Motion made, seconded, and unanimously carried to **EXCUSE, AS REVISED** Board Members Tolbert and Niland.

NOT PRESENT FOR THE VOTE: Board Member Svarzbein

ABSENT: Board Members Tolbert and Niland

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3. BIDS

*Motion made, seconded, and unanimously carried to **APPROVE** rejection of all bids received for Solicitation No. 2017-411 (Bus Component Parts) as recommended by Purchasing and Strategic Sourcing Department and Mass Transit – Sun Metro because vendors failed to bid on all items within a group. Solicitation will be re-bid in the future.

Bruce D. Collins, Purchasing Director 212-1181

Jay Banasiak, Mass Transit Director 212-3301

NOT PRESENT FOR THE VOTE: Board Member Svarzbein

ABSENT: Board Members Tolbert and Niland

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4. BIDS

*Motion made, seconded, and unanimously carried to **APPROVE** the award of Solicitation No. 2017-349 (Bus Axle End Components – Slack Adjusters) to Transit Holdings, Inc. DBA The Aftermarket Parts Company for a total three (3) year term estimated award of \$91,187.40 not to exceed \$120,000.

NOT PRESENT FOR THE VOTE: Board Member Svarzbein
ABSENT: Board Members Tolbert and Niland

Department: Mass Transit Department (Sun Metro)
Award to Vendor: Transit Holdings, Inc. DBA The Aftermarket Parts Company
Delaware, OH
Item(s): All
Initial Term: 3 years
Option to Extend: None
Initial Term Estimated Award: \$120,000.00 (3 years)
Total Estimated Award: \$120,000.00 (3 years)
Account No.: 531180-560-3215-60060-P6019
Funding Source: Sun Metro Operating Fund – FTA Subsidy Inventory Purchases
District(s): All

This is a low bid, unit price contract.

Bruce D. Collins, Purchasing Director 212-1181
Jay Banasiak, Mass Transit Director 212-3301

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5. PURCHASING REQUEST

Motion made by Board Member Acosta, seconded by Board Member Limón, and unanimously carried to **APPROVE** the request that the Director of the Purchasing & Strategic Sourcing Department be authorized to issue a Purchase Order to Specialty Manufacturing, Inc., the sole source provider for Pretoria LED Transit Lighting – Retrofit Kits for Sun Metro's buses with the stipulation that the vendor provides an updated sole source letter and affidavit each year.

NOT PRESENT FOR THE VOTE: Board Member Svarzbein
ABSENT: Board Members Tolbert and Niland

Department: Mass Transit Department (Sun Metro)
Award to: Specialty Manufacturing, Inc.
Charlotte, NC
Annual Estimated Award: \$50,000.00
Total Estimated Award: \$150,000.00 (3 years)
Account No.: 531180-560-3215-60060-P6019
Funding Source: Sun Metro Operating Funds
District(s): All
Sole Source No.: 2017-680

This is a Sole Source, supplies contract.

Bruce D. Collins, Purchasing Director 212-1181
Jay Banasiak, Mass Transit Director 212-3301

6. PARATRANSIT SERVICES QUARTERLY REPORT

Presentation and discussion on the Paratransit/LIFT Performance Indicators for FY17 1ST QTR for period ending November 30, 2016.

Rafael Fernandez, MV General Manager 212-3006

Julio Perez, Sun Metro LIFT Services 212-3005

Mr. Alex Arrieta, MV Manager, presented a PowerPoint presentation (copy on file in City Clerk's office).

Board Member Limón commented.

NO ACTION was taken on the item.

7. DIRECTOR'S REPORT

Presentation and discussion on the Fixed Route Performance Indicators for FY17 1ST QTR for period ending November 30, 2016.

Jay Banasiak, Mass Transit Director 212-3301

Mr. Jay Banasiak, Mass Transit Director, presented a PowerPoint presentation (copy on file in City Clerk's office).

Board Member Limón commented.

NO ACTION was taken on the item.

Motion made by Board Member Limón, seconded by Board Member Noe, and unanimously carried to adjourn this meeting at 12:52 p.m.

ABSENT: Board Members Tolbert and Niland

Approved as to content:


Jay Banasiak, Director