

**AGENDA FOR MASS TRANSIT DEPARTMENT BOARD MEETING  
300 N. Campbell, Council Chambers, City Hall  
Tuesday, April 2, 2019 @ 10:00 a.m.**

**AND**

**AGENDA REVIEW MEETING  
300 N. Campbell, City Hall Main Conference Room, 2nd Floor  
Monday, April 1, 2019 @ 9:00 a.m**

After the meeting is convened, the Mass Transit Department Board shall consider the following items no sooner than the designated time, but may consider them at a later time:

**ROLL CALL**

\*At any time during the Mass Transit Department Board meeting, the Mass Transit Department Board may meet in executive session pursuant to Section 3.5A of the El Paso City Charter and the Texas Government Code, Chapter 551, Subchapter D, to discuss items as permitted by law.

**CALL TO THE PUBLIC – PUBLIC COMMENT**

**This time is reserved for members of the public who would like to address the Mass Transit Department Board on items that are not on the Mass Transit Department Board Agenda.**

A sign-up form is available on line at <http://www.elpasotexas.gov/municipal-clerk/forms> for those who wish to sign up in advance of the meeting date. A sign-up form is available outside the City Council Chambers at the City Clerk table for those who wish to sign up on the day of the meeting. Requests to speak must be received by **9:00 a.m.** on the date of the meeting. 30 Minutes total is allotted for speakers. Three to five minutes may be allowed for each speaker.

**NOTICE TO THE PUBLIC**

All matters listed under the CONSENT AGENDA, including those on the Addition to the Agenda, will be considered by Mass Transit Department Board to be routine and will be enacted by one motion unless separate discussion is requested by Board Members. Prior to the vote, members of the audience may ask questions regarding items on the consent agenda. When the vote has been taken, if an item has not been called out for separate discussion, the item has been approved. The Mass Transit Department Board may, however, reconsider any item at any time during the meeting.

**CONSENT AGENDA – APPROVAL OF MINUTES**

**Strategic Goal 5: Promote Transparent and Consistent Communication Amongst All Members of the Community**

1. Approve the Minutes for Mass Transit Board Meeting held on March 5, 2019.

**CONSENT AGENDA – EXCUSE ABSENT MASS TRANSIT DEPARTMENT BOARD MEMBERS**

**Strategic Goal 6: Set the Standard for Sound Governance and Fiscal Management**

2. Request to excuse the following absent Board Member(s)

**CONSENT AGENDA – BOARD APPOINTMENTS**

**Strategic Goal 5: Promote Transparent and Consistent Communication Amongst All Members of the Community**

3. Approve the appointment of Ryan Saenz to the Citizens Advisory Committee (CAC) for the Mass Transit Board by Mayor.

*Mayor Dee Margo, (915) 212-0021*

**CONSENT AGENDA – RESOLUTIONS**

**STRATEGIC GOAL: NO. 7 Enhance and Sustain El Paso's Infrastructure Network**

4. That the Mass Transit Board Chairperson be authorized to sign an agreement to allow the County Transit Service to fuel its fleet of CNG buses, currently 2, at either Sun Metro facility, Union Depot or Transit Operations Center (TOC). Once function is licensed by the State, Sun Metro will charge its per gallon fuel cost plus an additional ten cents for each gallon consumed.

*Mass Transit, Jay Banasiak, (915) 212-3301*

**CONSENT AGENDA**

**STRATEGIC GOAL: NO. 7 Enhance and Sustain El Paso's Infrastructure Network**

5. The award of Solicitation No. 2019-720 Bus Batteries to Continental Battery Company for an initial three (3) year term estimated award of \$141,890.25. The award is to include a two (2) year optional amount of \$94,593.50 for a total five (5) year award of \$236,483.75. This contract will provide bus and shelter batteries as needed to continue providing service and safety lighting at shelters for users.

**Contract Variance:** The difference in cost, based on the comparison from previous contract, is as follows: Decrease of 9.12% for the total award compared to the previous contract.

Department:	Mass Transit (Sun Metro)
Award to:	Continental Battery Company; Dallas, TX
Item(s):	All
Initial Term:	3 years
Option to Extend:	2 years
Annual Estimated Award:	\$47,296.75
Initial Term Estimated Award:	\$141,890.25 (3 years)
Total Estimated Award:	\$236,483.75 (5 years)
Account No.:	560-3215-60050-532000-P6018-P60FTA117-G60185307
Funding Source:	FTA Formula - 5307
District(s):	All

This is a low bid, unit price contract.

The Purchasing & Strategic Sourcing Department and Mass Transit (Sun Metro) recommend award as indicated to Continental Battery Company, the lowest responsive and responsible bidder.

In accordance with this award, the City Manager or designee is authorized to exercise future options if needed.

*Purchasing & Strategic Sourcing, Bruce D. Collins, (915) 212-1181  
Mass Transit, Jay Banasiak, (915) 212-3300*

6. The award of Solicitation No. 2019-741 Bus Suspension Components to the following vendors by line item: Mohawk Manufacturing & Supply Company, items 1, 9, 10, 17, 19, 23 and 24 for a three (3) year initial term estimated award of \$42,102.00. The award includes the option to extend amount of \$28,068.00 for a total five (5) year estimated award amount of \$70,170.00. Muncie Reclamation and Supply dba Muncie Transit Supply, items 2, 3, 4, 5, 6, 14, 18, 20, 21 and 22 for a three (3) year term estimated award of \$264,624.60. These are to be used in the maintenance and repair of a Public/Mass Transportation Fleet of vehicles that include Passenger Buses.

**Contract Variance:** The difference in cost, based on the comparison from previous contract is as follows: An increase of \$69,115.05 over the three (3) year initial term, 26% increase compared to the previous contract due to an increase in items and quantities.

Department: Mass Transit (Sun Metro)  
Vendor 1: Mohawk Manufacturing & Supply Company; Niles, IL  
Item(s): 1, 9, 10, 17, 19, 23 and 24  
Initial Term: 3 years  
Option to Extend: 2 years  
Annual Estimated Award: \$14,034.00  
Initial Term Estimated Award: \$42,102.00 (3 years)  
Total Estimated Award: \$70,170.00 (5 years)

Vendor 2: Muncie Reclamation and Supply dba Muncie Transit Supply;  
Muncie, IN  
Item(s): 2, 3, 4, 5, 6, 14, 18, 20, 21 and 22  
Initial Term: 3 years  
Annual Estimated Award: \$ 88,208.20  
Total Estimated Award: \$264,624.60 (3 years)  
Total Annual Amount: \$102,242.20 (2 vendors)  
Total Initial Term Award: \$306,726.60 (3 years) (2 vendors)  
Total Estimated Award: \$334,794.60 (5 years) (1 vendor)  
Account No.: 560-3215-60060-531180-P6019-P60FTA117-G60175307  
Funding Source: FTA Formula 5307  
District(s): All

This is a low bid, unit price contract.

The Purchasing & Strategic Sourcing Department and Mass Transit (Sun Metro) recommend award as indicated to Mohawk Manufacturing & Supply Company and Muncie Reclamation and Supply dba Muncie Transit Supply, the lowest responsive, responsible bidders.

In accordance with this award the City Manager or designee is authorized to exercise future options if needed.

*Purchasing & Strategic Sourcing, Bruce D. Collins, (915) 212-1181  
Mass Transit, Jay Banasiak, (915) 212-3300*

7. **For Notation Only:** That the Mass Transit Department Board of the City of El Paso hereby authorizes free fares for youth ages 6-18 and a companion 12 years and older for children ages 6-11, participating in local summer youth programs conducted by eligible organizations, from June 1, 2019 through August 31, 2019 on all Sun Metro routes in accordance with Sun Metro's Pilot for Summer Transportation Policies and Procedures.

*Mass Transit, Jay Banasiak, (915) 212-3300*

8. **For Notation Only:** That the Mass Transit Department Board of the City of El Paso hereby proclaims *Saturday, April 27, 2019* as a day of free admission and authorizes the Mass Transit Department (Sun Metro) to provide free fares on all Sun Metro bus routes to all passengers between the ages of 6 and 18 in honor of the City's annual *Día de los Niños – Día de los Libros* event. In conjunction with the El Paso Library and the El Paso Parks and Recreation Department, Sun Metro supports the City's 23<sup>rd</sup> annual celebration of children, literacy and health, by providing free fares to our youth.

*Mass Transit, Jay Banasiak, (915) 212-3300*

9. **For Notation Only:** Sun Metro was the host for the 2019 South West Transit Association (SWTA) and the Texas Transit Association (TTA) joint annual conferences on March 1-6 at the Sun Metro Transit Operations Center and the El Paso Convention Center; and awarded the 2019 Transit Innovation award from the Texas Transit Association (TTA) for the rehabilitation of the Presidents' Conference Committee Streetcar. Sun Metro has also been recognized on local, state, national, and international magazines that highlight the new developments and news surrounding public transportation.

*Mass Transit, Jay Banasiak, (915) 212-3300*

### **REGULAR AGENDA**

10. Discussion and action to award of Solicitation No. 2019-742 Miscellaneous Body Shop Supplies to Central Automotive Supply, Inc. for an initial three (3) year term estimated award of \$1,041,068.58. Contract allows for purchase of body shop supplies to maintain and repair the current fleet.

**Contract Variance:** The difference in cost, based on the comparison to the previous contract, is as follows: An increase of \$308,469.57 over the three (3) year initial term, 42% increase compared to previous contract due to an increase of award of twelve new items.

Department:	Mass Transit (Sun Metro)
Award to:	Central Automotive Supply, Inc.; El Paso, TX
Item(s):	All
Initial Term:	3 years
Annual Estimated Award:	\$347,022.86
Initial Term Estimated Award:	\$1,041,068.58 (3 years)
Total Estimated Award:	\$1,041,068.58 (3 years)
Account No.:	560-3215-60060-531180-P6019-P60FTA117-G60175307
Funding Source:	FTA Formula 5307
District(s):	All

This is a low bid, unit price contract.

The Purchasing & Strategic Sourcing Department and Mass Transit (Sun Metro) recommend award as indicated to Central Automotive Supply, Inc., the lowest responsive and responsible bidder.

*Purchasing & Strategic Sourcing, Bruce D. Collins, (915) 212-1181*

*Mass Transit, Jay Banasiak, (915) 212-3300*

11. Discussion and action on the request that the Director of the Purchasing & Strategic Sourcing Department be authorized to issue purchase order to Trapeze Software Group, Inc. the sole source and authorized distributor for TransitMaster™ Software Upgrade. This contract is to allow Sun Metro to purchase Trapeze TransitMaster™ Software Upgrade to route stop and passenger information.

Department: Mass Transit (Sun Metro)  
 Award to: Trapeze Software Group, Inc.; Cedar Rapids, IA  
 Item(s): All  
 Total Estimated Award: \$116,720.00  
 Account No.: 560-3210-60070-531050-P6011-P60FTA114-G60175339  
 Funding Source: FY 17 5339 Grant  
 District(s): All  
 Reference No.: 2019-864  
 This is a Sole Source, Service Contract.

*Purchasing & Strategic Sourcing, Bruce D. Collins, (915) 212-1181*

*Mass Transit, Jay Banasiak, (915) 212-3300*

12. Discussion and update on Sun Metro Go and Sun Metro Now Apps.

*Mass Transit, Jay Banasiak, (915) 212-3300*

### **EXECUTIVE SESSION**

The Mass Transit Department Board of the City of El Paso may retire into **EXECUTIVE SESSION** pursuant to Section 3.5A of the El Paso City Charter and the Texas Government Code, Chapter 551, Subchapter D, to discuss any of the following: (The items listed below are matters of the sort routinely discussed in Executive Session, but the Mass Transit Department Board of the City of El Paso may move to Executive Session any of the items on this agenda, consistent with the terms of the Open Meetings Act.) The Mass Transit Department Board will return to open session to take any final action and may also, at any time during the meeting, bring forward any of the following items for public discussion, as appropriate.

Section 551.071 CONSULTATION WITH ATTORNEY

Section 551.072 DELIBERATION REGARDING REAL PROPERTY

Section 551.073 DELIBERATION REGARDING PROSPECTIVE GIFTS

Section 551.074 PERSONNEL MATTERS

Section 551.076 DELIBERATION REGARDING SECURITY DEVICES

Section 551.087 DELIBERATIONS REGARDING ECONOMIC DEVELOPMENT

Section 551.089 DELIBERATION REGARDING SECURITY DEVICES OR SECURITY AUDITS; CLOSED MEETING

### **NOTICE TO THE PUBLIC:**

Sign Language interpreters will be provided for this meeting upon request. Requests must be made to the Mass Transit Department 212-3301 a minimum of 24 hours prior to the posted date and time of this

meeting. Copies of this agenda will be provided in Braille, large print, or audiotape upon requests made a minimum of 48 hours prior to the date and time of the meeting.

Hearing Assistance Devices are available upon request.

**MASS TRANSIT BOARD AGENDAS ARE PLACED ON THE INTERNET THE THURSDAY PRIOR TO EACH MEETING AT THE FOLLOWING ADDRESS: <http://www.sunmetro.net/>**

POSTED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2019 AT \_\_\_\_ PM BY \_\_\_\_\_