

MASS TRANSIT DEPARTMENT BOARD MINUTES
CITY COUNCIL CHAMBERS

April 2, 2019

A meeting of the Mass Transit Department Board was called to order at approximately 10:13 a.m. with Dee Margo, Chairman, presiding. The other members present were: Peter Svarzbein, Alexandra Annelo, Cassandra Hernandez, Sam Morgan, Isabel Salcido, Claudia Ordaz Perez, Henry Rivera and Cissy Lizarraga. Absent: None.

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CALL TO THE PUBLIC – PUBLIC COMMENT

This time is reserved for members of the public who would like to address the City Council on items that are not on the City Council Agenda.

The following members of the public commented:

1. Mr. Jorge A. Artalejo

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CONSENT AGENDA

Motion made by Board Member Rivera, seconded by Board Member Annelo, 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 Members Svarzbein, Annelo, Hernandez, Morgan, Salcido, Ordaz Perez, Rivera, Lizarraga, and Board Chair Margo
NAYS: None

The following City staff members commented:

1. Mr. Jay Banasiak, Mass Transit Director

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1. APPROVAL OF MINUTES

*Motion made, seconded, and unanimously carried to **APPROVE** the Minutes for Mass Transit Board Meeting held on March 5, 2019.

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2. REQUEST TO EXCUSE ABSENT MASS TRANSIT DEPARTMENT BOARD MEMBERS

NO ACTION was taken on the item.

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3. BOARD APPOINTMENTS

*Motion made, seconded, and unanimously carried to **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
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4.

***RESOLUTION**

A resolution authorizing the Chairman of the Mass Transit Board to execute a Fueling Agreement between the City of El Paso acting through the Mass Transit Board and the County of EL Paso, Texas for the provision of fueling services from the Mass Transit Department to the County of El Paso.

5.

*Motion made, seconded, and unanimously carried to **APPROVE** 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.

*Motion made, seconded, and unanimously carried to **APPROVE** 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

NO ACTION was taken on the item.

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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 23rd annual celebration of children, literacy and health, by providing free fares to our youth.

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

NO ACTION was taken on the item.

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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

*Motion made, seconded, and unanimously carried to **MOVE** this item to the Regular agenda.

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

NO ACTION was taken on the item.

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10.

Motion made by Board Member Ordaz Perez, seconded by Board Member Rivera, and unanimously carried 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

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11.

Motion made by Board Member Ordaz Perez, seconded by Board Member Rivera, and unanimously carried to **APPROVE** 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

Board Members Svarzbein and Hernandez commented.

The following City staff members commented:

1. Mr. Victor A. Caraveo, Senior Procurement Analyst

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

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12.

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

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

Board Members Svarzbein and Annello commented.

The following City staff members commented:

1. Mr. Tommy Gonzalez, City Manager

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

NO ACTION was taken on the item.

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Motion made by Board Member Salcido, seconded by Board Member Ordaz Perez, and unanimously carried to adjourn this meeting at 10:40 a.m.

Approved as to content:

Jay Banasiak, Director