

MASS TRANSIT DEPARTMENT BOARD MINUTES
May 11, 2021

Due to the temporary suspension of Open Meetings laws due to the COVID-19 emergency this meeting was conducted via telephonic and videoconference.

A meeting of the Mass Transit Department Board was called to order at approximately 11:22 a.m. with Oscar Leeser, Chairman, presiding. The other members present were: Peter Svarzbein, Aleksandra Anello, Cassandra Hernandez, Joe Molinar, Isabel Salcido, Claudia Rodriguez, Henry Rivera and Cissy Lizarraga. Absent: None.

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CONSENT AGENDA

Motion made by Board Member Rivera, seconded by Board Member Molinar, and unanimously carried to **APPROVE** 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 Leeser and Board Members Svarzbein, Anello, Hernandez, Molinar, Salcido, Rodriguez, Rivera, Lizarraga

NAYS: None

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1. APPROVAL OF MINUTES

*Motion made, seconded, and unanimously carried to **APPROVE** the Minutes for Mass Transit Board Meetings held on March 2, 2021.

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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.

*Motion made, seconded, and unanimously carried to **APPROVE** the re-appointment of Rebecca Hernandez to the Citizens Advisory Committee (CAC) for the Mass Transit Board by District 4.

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4.

*Motion made, seconded, and unanimously carried to **AWARD** Solicitation No. 2021-0241 Shelters Installation to Bella Luna Engineering and Building Maintenance for an initial term of three (3) years for an estimated award of \$103,380.00. The award also includes a two (2) year optional amount of \$68,920.00. The total value of the contract including the initial term plus option is five (5) years for an estimated award of \$172,300.00. The award of this contract will allow Sun Metro to replace damaged shelters in the routes through the City.

Contract Variance:

The difference in price, based on comparison to the previous contract is as follows: An increase of \$28,383.90 for the initial term, which represents a 29.23% increase due to increase in the amount of shelters to be installed.

Department:	Mass Transit (Sun Metro)
Award to:	Bella Luna Engineering and Building Maintenance; El Paso, TX
Item(s):	All
Initial Term:	3 years
Option to Extend:	2 years
Annual Estimated Award:	\$34,480.00
Initial Term Estimated Award:	\$103,380.00 (3 years)
Total Estimated Award:	\$172,300.00 (5 years)

Account No.: 560-3200-60050-522150-P6018
Funding Source: Sun Metro general operating Funds
District(s): All

This is a low bid, unit price contract.

The Purchasing & Strategic Sourcing and Mass Transit (Sun Metro) Departments recommend that the contract be awarded as indicated to Bella Luna Engineering and Building Maintenance, the lowest responsive, responsible bidder.

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REGULAR AGENDA
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5.

Presentation on FTA Funding - Sun Metro Grants Update.

Mr. Jesus Trejo, Sun Metro Business & Financial Manager presented a PowerPoint presentation.

The following City staff member commented:

1. Ms. Ellen Smyth, Director of Sun Metro & Environmental Services commented.

Board Chair Leeser and Board Members Svarzbein, Hernandez and Lizarraga commented.

NO ACTION was taken on the item.

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Motion made by Board Member Salcido, seconded by Board Member Hernandez, and unanimously carried to adjourn this meeting at 11:45 a.m.

Approved as to content:

Ellen A. Smyth, Director