

MASS TRANSIT DEPARTMENT BOARD MINUTES
CITY COUNCIL CHAMBERS
June 14, 2016

A meeting of the Mass Transit Department Board was called to order at approximately 10:16 a.m. with Oscar Leeser, Chairman, presiding. The other members present were: Peter Svarzbein, Jim Tolbert, Emma Acosta, Carl Robinson, Michiel Noe, Claudia Ordaz, and Lilia Limón. Absent: Cortney Carlisle Niland.

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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. Steven Strummer

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CONSENT AGENDA

Motion made by Board Member Acosta, seconded by Board Member Limón, 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, Tolbert, Acosta, Robinson, Noe, Ordaz, and Limón

NAYS: None

NOT PRESENT FOR THE VOTE: Board Chair Leeser

ABSENT: Board Member Niland

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1. APPROVAL OF MINUTES

*Motion made, seconded, and unanimously carried to **APPROVE** the Minutes for Regular Mass Transit Board Meeting held on May 3, 2016.

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2. REQUEST TO EXCUSE ABSENT MASS TRANSIT DEPARTMENT BOARD MEMBERS

*Motion made, seconded, and unanimously carried to **EXCUSE, AS REVISED** the following absent Board Member Cortney Niland.

NOT PRESENT FOR THE VOTE: Board Chair Leeser

ABSENT: Board Member Niland

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3. BOARD APPOINTMENTS

*Motion made, seconded, and unanimously carried to **APPROVE** the appointment of REBECCA HERNANDEZ to the Citizens Advisory Committee (CAC) for the Mass Transit Department Board by Rep. Carl L. Robinson, District #4, 212-0004.

NOT PRESENT FOR THE VOTE: Board Chair Leeser

ABSENT: Board Member Niland

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4. BIDS

*Motion made, seconded, and unanimously carried to **APPROVE** request to reject all bids received for Solicitation No. 2016-728 Bus Component Parts as recommended by the Purchasing & Strategic Sourcing Department and Mass Transit Department – Sun Metro for failure to bid on all items in a group as required and failure to provide pricelist to verify pricing and discounts.

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

NOT PRESENT FOR THE VOTE: Board Chair Leeser
ABSENT: Board Member Niland

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5. PURCHASING REQUESTS

Motion made by Board Member Limón, seconded by Board Member Acosta, and unanimously carried to **APPROVE** the request that the Director of the Purchasing & Strategic Sourcing Department be authorized to issue a Purchase Order to Trapeze Software Group, Inc., the sole source provider for three (3) Full Vehicle AVL harness kits for Sun Metro’s ARBOC buses, with the stipulation that the vendor provides an updated sole source letter and affidavit each year.

NOT PRESENT FOR THE VOTE: Board Chair Leeser
ABSENT: Board Member Niland

Award to: Trapeze Software Group, Inc. – Ceder Rapids, IA
Annual Estimated Award: \$49,999.00
Total Estimated Award: \$49,999.99
Account No.: 580550-560-3210-60070-PCP09MT0100
Funding Source: Sun Metro Operating Funds
District(s): All
Sole Source No.: 2016-974

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

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6. PURCHASING REQUESTS

Motion made by Board Member Robinson, 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 Remix Software, Inc., the sole source provider for Remix route planning software 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 Chair Leeser
ABSENT: Board Member Niland

Award to: Remix Software, Inc. – San Francisco, CA

Annual Estimated Award: \$25,280.00 (with one-time \$5,000 set-up fee)
 Total Estimated Award: \$131,400.00 (5 years)
 Account No.: 580100-560-3200-60000-P6005
 Funding Source: Sun Metro Operating Funds
 District(s): All
 Sole Source No.: 2016-715

Additionally, it is requested that the City Attorney's Office review and that the City Manager be authorized to execute any related contract documents and agreements necessary to effectuate this award.

This is a Sole Source, services contract.

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

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7. PURCHASING REQUESTS

*Motion made, seconded, and unanimously carried to **DELETE** the award of Solicitation No. 2016-717 (ZF Fluids for Transmissions) to C & R Distributing, LLC for an initial term estimated award of \$643,407.00. The award is to include a two (2) year optional amount of \$428,938.00 for a total five (5) year award of \$1,072,345.00.

NOT PRESENT FOR THE VOTE: Board Chair Leeser
ABSENT: Board Member Niland

Award to: C & R Distributing, LLC – El Paso, TX
 Item(s): 1
 Initial Term: 3 years
 Option to Extend: 2 years
 Annual Estimated Award: \$214,469.00
 Initial Term Estimated Award: \$643,407.00 (3 years)
 Total Estimated Award: \$1,072,345.00 (3 + 2 years)
 Account No.: 531180-560-3200-60060-P6019
 Funding Source: Mass Transit Inventory Purchases
 District(s): All

This is a low bid, unit price contract.

The Purchasing & Strategic Sourcing Department and Mass Transit Department – Sun Metro recommend award as indicated to C & R Distributing, LLC, the lowest responsive, responsible bidder. In accordance with this award, the City Manager or designee is authorized to exercise future options if needed.

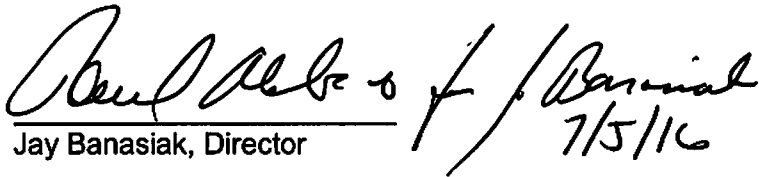
The Purchasing & Strategic Sourcing Department recommends that Porter Warner Industries, Inc. be deemed non-responsive for not bidding an approved equal and made a unit price error on the bid form.

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

Motion made by Board Member Acosta, seconded by Board Member Limón, and unanimously carried to adjourn this meeting at 10:22 a.m.

NOT PRESENT FOR THE VOTE: Board Chair Leeser
ABSENT: Board Member Niland

Approved as to content:


Jay Banasiak, Director *f. Baroniak*
7/5/16