

MEETING AGENDA

DATE: Wednesday, July 23, 2025

TIME: 8:30 a.m.

Operations & Capital Projects Committee

No Meetings - Administration & Finance Committee, Legislative Committee & Rural and Small Cities Committee

LOCATION: Staples Street Center – 2ND Floor Boardroom (602 North Staples St., Corpus Christi, TX)

OPERATIONS & CAPITAL PROJECTS COMMITTEE

Aaron Muñoz, Committee Chair

Lynn Allison Jeremy Coleman Eloy Salazar Amanda Torres

	TOPIC	SPEAKER	EST.TIME	REFERENCE
1.	Roll Call	M. Montiel	2 min.	-----
2.	Safety Briefing	J. Esparza	3 min.	-----
3.	Confirm Posting of Meeting's Public Notice in Accordance with Texas Open Meetings Act, Texas Government Code, Chapter 551	A. Muñoz	1 min.	-----
4.	Receipt of Conflict of Interest Affidavits	A. Muñoz	2 min.	-----
5.	Opportunity for Public Comment 3 min. limit – no discussion	A. Muñoz	3 min.	-----
Public Comment may be provided in writing, limited to 1,000 characters, by using the Public Comment Form online at www.ccrta.org/news-opportunities/agenda or by regular mail or hand-delivery to the CCRTA at 602 N. Staples St., Corpus Christi, TX 78401, and MUST be submitted no later than 5 minutes after the start of a meeting in order to be provided for consideration and review at the meeting. All Public Comments submitted shall be placed into the record of the meeting.				
6.	Discussion and Possible Action to Approve the Administration & Finance Committee Meeting Minutes of May 28, 2025	A. Muñoz	3 min.	Pages 1-3
7.	Discussion and Possible Action to Recommend the Board of Directors Authorize the Chief Executive Officer (CEO) or Designee to Award a Contract to Silsbee Ford, Inc. for the purchase of Eleven (11) Unleaded Support Vehicles for an Estimated Cost of \$372,900.00	G. Robinson	5 min.	Pages 4-6 <i>PPT</i>
8.	Discussion and Possible Action to Recommend the Board of Directors Authorize the Chief Executive Officer (CEO) or Designee to Award a Three-Year Contract to Arguindegui Oil Co. II, Ltd for Unleaded Fuel Supply at an Estimated Cost of \$3,422,001.45	G. Robinson	5 min.	Pages 7-8 <i>PPT</i>
9.	Committee Chair Report	A. Muñoz	3 min.	-----
10.	Adjournment	A. Muñoz	1 min.	-----

Total Estimated Time: 28 min.

ADMINISTRATION & FINANCE COMMITTEE

Beatriz Charo, Committee Chair

David Berlanga Gabi Canales Armando Gonzalez Anna Jimenez

NO MEETING

LEGISLATIVE COMMITTEE

Lynn Allison, Committee Chair

Gabi Canales Jeremy Coleman Aaron Muñoz Amanda Torres

NO MEETING

RURAL AND SMALL CITIES COMMITTEE

Armando Gonzalez, Committee Chair

David Berlanga Beatriz Charo Anna Jimenez Eloy Salazar

NO MEETING

On **Thursday, July 17, 2025** this Notice was posted by **Marisa Montiel** at the CCRTA Staples Street Center, 602 N. Staples Street, Corpus Christi, Texas; and sent to the Nueces County and the San Patricio County Clerks for posting at their locations.

PUBLIC NOTICE is given that the Board may elect to go into executive session at any time during the meeting in order to discuss matters listed on the agenda, when authorized by the provisions of the Open Meetings Act, Chapter 551 of the Texas Government Code. In the event the Board elects to go into executive session regarding an agenda item, the section or sections of the Open Meetings Act authorizing the executive session will be publicly announced by the presiding officer.

In compliance with the Americans with Disabilities Act, individuals with disabilities who plan to attend this meeting and who may need auxiliary aids or services are requested to contact the Assistant Secretary to the Board at (361) 903-3474 at least 48 hours in advance so that appropriate arrangements can be made. Información en Español: Si usted desea esta información en Español o en otro idioma, por favor llame al teléfono (361) 289-2712.

Mission Statement

To provide our riders with safe, accessible, convenient, and sustainable transportation solutions that unites communities and promotes local economic growth.

Vision Statement

Provide an integrated system of innovative accessible and efficient public transportation services that increase access to opportunities and contribute to a healthy environment for the people in our service area.

**CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY
OPERATIONS & CAPITAL PROJECTS COMMITTEE MEETING MINUTES
WEDNESDAY, May 28, 2025**

Summary of Actions

1. **Roll Call**
2. **Heard Safety Briefing**
3. **Confirmed Posting of Meeting's Public Notice in Accordance with Texas Open Meetings Act, Texas Government Code, Chapter 551**
4. **Receipt of Conflict of Interest Affidavits – None Received**
5. **Provided Opportunity for Public Comment – None Received**
6. **Approved the Operations & Capital Projects Committee Meeting Minutes of April 23, 2025**
7. **Approved to Recommend the Board of Directors Authorize the Chief Executive Officer (CEO) or Designee to Award a Contract to Facility Solutions Group (FSG) For the Purchase and Installation of a 300 Kw Natural Gas Generator**
8. **Heard Committee Chair Report**
9. **Adjournment**

The Corpus Christi Regional Transportation Authority Board of Directors met at 8:30 a.m. in the Corpus Christi Regional Transportation Authority Staples Street Center facility located at 602 N. Staples Street, 2nd Floor Board Room Corpus Christi, Texas.

Call to Order & Roll Call

Committee Chair Aaron Muñoz, called the meeting to order at 8:55 a.m. Ms. Marisa Montiel called roll and stated a quorum was present.

Board Members Present

Lynn Allison, Jeremy Coleman, Aaron Muñoz, and Eloy Salazar.

Board Members Absent

Amanda Torres.

Staff Present

David Chapa, Angelina Gaitan, John Esparza, Derrick Majchszak, Sharon Montez, Marisa Montiel, Rita Patrick, Gordon Robinson, Miguel Rendón, and Robert Saldaña.

Public Present

Kevin Reese, FSG.

Safety Briefing

Mr. Miguel Rendon, Deputy CEO, gave a safety briefing to the Board and audience. He provided exit instructions in the event of an emergency. Ms. Montiel would account for all Board Members and he would be the last out to ensure everyone exits safely.

Confirmed Posting of Meeting's Public Notice in Accordance with Texas Open Meetings Act, Texas Government Code, Chapter 551

Ms. Montiel confirmed proper posting of the meeting.

Receive Conflict of Interest Affidavits

None Received.

Opportunity for Public Comment

None Received.

Discussion and Possible Action to Approve the Operations & Capital Projects Committee Meeting Minutes of April 23, 2025

DIRECTOR JEREMY COLEMAN MADE A MOTION TO APPROVE THE OPERATIONS & CAPITAL PROJECTS COMMITTEE MEETING MINUTES OF APRIL 23, 2025. DIRECTOR ELOY SALAZAR SECONDED THE MOTION. MUNOZ, ALLISON, COLEMAN, AND SALAZAR VOTING IN FAVOR. ABSENT TORRES.

Discussion and Possible Action to Recommend the Board of Directors Authorize the Chief Executive Officer (CEO) or Designee to Award a Contract to Facility Solutions Group (FSG) For the Purchase and Installation of a 300 Kw Natural Gas Generator

Ms. Sharon Montez, Managing Director of Capital Programs and Customer Services, presented the item, noting Board Priority of Facilities. She noted Mr. Kevin Reese, FSG, was in the audience. Ms. Montez provided background on the item stating the original propane generator for the Bear Lane Operation building was installed in 2002 and has surpassed its useful life. This item was bid last year as a Request for Proposals and two proposals were received, both of which were non-responsive. The proposers did not submit technical qualifications. She added, CCRTA plays an integral part in emergency management for the service area and during hurricanes, essential staff are divided between the Bear Lane Operations Building and Staples Street Center. The previous generator did not support the whole Operations building nor the HVAC system. An Invitation for Bids was issued on March 10th, and three proposals were received. Ms. Montez displayed a comparison chart of firms and pricing. Background on FSG was provided. DBE participation is 0% and the award of the contract is \$414,000 with an 80/20 Federal/Local split. The capital improvement project is funded with 5307 formula funds. At this time, Ms. Montez and Mr. Reese answered questions from the board.



DIRECTOR ELOY SALAZAR MADE A MOTION TO RECOMMEND THE BOARD OF DIRECTORS AUTHORIZE THE CHIEF EXECUTIVE OFFICER (CEO) OR DESIGNEE TO AWARD A CONTRACT TO FACILITY SOLUTIONS GROUP (FSG) FOR THE PURCHASE AND INSTALLATION OF A 300 KW NATURAL GAS GENERATOR. SECRETARY LYNN ALLISON SECONDED THE MOTION. *MUNOZ, ALLISON, COLEMAN, AND SALAZAR VOTING IN FAVOR. ABSENT TORRES.*

Heard Committee Chair Report

Committee Chair Munoz thanked the staff for their reports.

Adjournment

Adjourned at 9:10 a.m.

Submitted by: Marisa Montiel

Operations & Capital Projects Committee Meeting Memo

July 23, 2025

Subject: Discussion and Possible Action to Recommend the Board of Directors Authorize the Chief Executive Officer (CEO) or Designee to Award a Contract to Silsbee Ford, Inc. for the purchase of Eleven (11) Unleaded SUV Support Vehicles

Background

The CCRTA operates non-revenue electric support vehicles throughout the 846 square mile service area to provide support and assistance to operators, customers, and overall service to include; Bus Operator reliefs, customer service, service planning, scheduling, detours, weather impacts, special events, accidents and incidents, service interruptions, and maintenance of electronic equipment.

The current fleet of thirteen (13) electric support vehicles are experiencing high failures and need to be replaced due to replacement parts no longer available for needed repairs. This current electric fleet is eight (8) years old and now has a shorter travel range due to ageing batteries.

Identified Need

The fleet of electric support vehicles have met their useful life and need replacement to prevent excessive maintenance costs and disruptions to daily operations. An Invitation for Bid (IFB) was released on May 15, 2025. Three bids were received on June 26, 2025 with one bid deemed non-responsive. Silsbee Ford, Inc. submitted the lowest bid at \$372,900.00 for 11 Ford Escape Hybrid All Wheel Drive (AWD) vehicles. Upon award, the delivery of the vehicles will be within approximately 120 days.

Disadvantaged Business Enterprise

There is no DBE requirement for this procurement.

Financial Impact

Total expenditures for Eleven (11) Unleaded SUV Support Vehicles are estimated to be \$372,900.00 and is a 2024 CIP project funded partially by 5307 Formula Funds. The local match is 20% with an estimated cost of \$74,580.00 and 80% federal for an estimated cost of \$298,320.00. This project has been approved in the 2024 CIP Capital Budget.

CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY
TABULATION OF BIDS
FOR
IFB NO. 2025-FV-16
ELEVEN (11) UNLEADED SUV SUPPORT VEHICLES

Vendor	Item Description	Quantity (a)	Unit Price (b)	Total (a x b = c)	Action
Silsbee Ford, Inc.	Unleaded SUV Support Vehicles	11	\$33,900.00	\$372,900.00	Awardee
PFVT Motors, LLC	Unleaded SUV Support Vehicles	11	\$35,439.50	\$389,834.50	
Triple Crown Ford Lincoln					Non-Responsive

Board Priority

This Board Priority aligns with Ridership.

Recommendation

Staff requests the Operations & Capital Projects Committee recommend the Board of Directors authorize the Chief Executive Officer (CEO) or designee to award a contract to Silsbee Ford, Inc. for the purchase of Eleven (11) Unleaded SUV Support Vehicles for an estimated cost of \$372,900.00.

Respectfully Submitted,

Submitted by: Bryan Garner
Director of Maintenance

Reviewed by: Gordon Robinson
Managing Director of Operations

Final Approval by: 
Derrick Majchszak
Chief Executive Officer

Subject: Discussion and Possible Action to Recommend the Board of Directors Authorize the Chief Executive Officer (CEO) or Designee to Award a Three-Year Contract to Arguindegui Oil Co. II, Ltd for Unleaded Fuel Supply

Background

The CCRTA is projected to use an estimated 1,394,955 gallons of unleaded fuel during the three-year unleaded fuel supply contract. This contract agreement will provide fuel for paratransit services, fixed route services, security vehicles, supervisor and support vehicles.

Projected usage is based on the current fleet consumption, and accounts for 6 newly added gasoline powered ARBOC's delivered in June 2025. CCRTA will also retire 13 electric powered support vehicles and replace them with eleven (11) unleaded Hybrid units. All projections are based on miles per gallon (MPG), and estimated service miles for FY2026, FY2027 and FY2028.

Year	Estimated Annual Usage in Gallons
2026	443,524
2027	464,289
2028	487,142
Total Estimated Usage:	1,394,955

Identified Need

An unleaded fuel supply agreement assures that the CCRTA will be able to meet demand, maintain firm pricing, and eliminate supply shortages. Contract pricing is based on vendor mark-ups or discounts from the Oil Price Information Service (OPIS) price schedule on each delivery of unleaded fuel.

The cutaway ARBOC fleet is continuing to transition from the use of CNG to unleaded fuel to improve the reliability and versatility of our fleet, and to diversify our fuel source requirements. With only two remaining CNG ARBOC's, CCRTA's cutaway fleet is primarily unleaded vehicles.

An Invitation for Bid (IFB) was released on June 13, 2025. Six bids were received on July 11, 2025 with one bid deemed non-responsive. Arguindegui Oil Co. II, Ltd submitted the lowest bid at a discount of -0.0150 per gallon for each year. The proposed contract is structured as a three-year base term with no option years.

Bids Received

Corpus Christi Regional Transportation Authority
Bid Results for Unleaded Fuel Supply (IFB No. 2025-SP-18)

Bid	Bidder	Year One Of Three Year Base Discount (Per Gallon)	Year One Of Three Year Base Mark-up (Per Gallon)	Year Two Of Three Year Base Discount (Per Gallon)	Year Two Of Three Year Base Mark-up (Per Gallon)	Year Three Of Three Year Base Discount (Per Gallon)	Year Three Of Three Year Base Mark-up (Per Gallon)	Action
1	Arguindegui Oil Co. II, Ltd	Y1 -0.0150		Y2 -0.0150		Y3 -0.0150		Awardee
2	Tartan Oil LLC		Y1 0.0324		Y2 0.0324		Y3 0.0324	
3	Petroleum Traders Corporation		Y1 0.0445		Y2 0.0445		Y3 0.0495	
4	Pinnacle Petroleum, Inc.		Y1 0.0481		Y2 0.0481		Y3 0.0481	
5	TACenergy, LLC		Y1 0.0481		Y1 0.0481		Y1 0.0481	
6	Enpramex Distribution USA							Non-Responsive

Disadvantaged Business Enterprise

There is no DBE requirement for this procurement.

Financial Impact

Total expenditures will be determined by consumption and OPIS. The projected cost in 2026 is \$1,042,281.40 on 443,524 gallons, projected cost in 2027 is estimated at \$1,137,508.05 on 464,289 gallons and the final year projected cost in 2028 is estimated at \$1,242,212.00 on 487,142 gallons. The total estimated cost for the three-year period is \$3,422,001.45. Funds are accounted for in the Board approved annual operating budgets.

Board Priority

This Board Priority aligns with Ridership.

Recommendation

Staff requests that the Operations & Capital Projects Committee recommend the Board of Directors authorize the Chief Executive Officer (CEO) or designee to award a three-year contract to Arguindegui Oil Co. II, Ltd for Unleaded Fuel Supply at an estimated cost of \$3,422,001.45.

Respectfully Submitted,

Submitted by: Bryan J. Garner
Director of Maintenance

Reviewed by: Gordon Robinson
Managing Director of Operations

Final Approval by: 
Derrick Majchszak
Chief Executive Officer