



MEETING AGENDA

DATE: Wednesday, January 24, 2024
TIME: 8:30 a.m.
Operations & Capital Projects Committee, Administration & Finance Committee (No Meeting)
Rural and Small Cities Committee (No Meeting), and **Legislative Committee** (No Meeting)
LOCATION: Staples Street Center – 2ND Floor Boardroom (602 North Staples St., Corpus Christi, TX)

ADMINISTRATION & FINANCE COMMITTEE

LYNN ALLISON, Committee Chair
 Jeremy Coleman Arthur Granado Anna Jimenez Aaron Muñoz
Meeting Cancelled

OPERATIONS & CAPITAL PROJECTS COMMITTEE

ELOY SALAZAR, Committee Chair
 Gabi Canales Beatriz Charo Armando Gonzalez Erica Maymi

	TOPIC	SPEAKER	EST.TIME	REFERENCE
	Roll Call	M. Montiel	2 min.	-----
2.	Safety Briefing	M. Rendón	3 min.	-----
3.	Receipt of Conflict of Interest Affidavits	E. Salazar	2 min.	-----
4.	Opportunity for Public Comment 3 min. limit – no discussion	E. Salazar	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.				
5.	Discussion and Possible Action to Approve the Operations & Capital Projects Committee Meeting Minutes November 15, 2023	E. Salazar	3 min.	Pages 1-4
6.	Discussion and Possible Action to Recommend the Board of Directors Authorize the Chief Executive Officer (CEO) or Designee to Authorize the Purchase of Eight (8) ENC 35' CNG buses from the State of Georgia Department of Administrative Services (DOAS) Contract	G. Robinson	3 min.	Page 5-6 PPT
7.	Discussion and Possible Action to Recommend the Board of Directors Authorize the Chief Executive Officer (CEO) or Designee to Authorize the Purchase of Six (6) Cutaway Van Replacement Vehicles from Model 1 Commercial Vehicles from the State of Oklahoma Contract	G. Robinson	3 min.	Pages 7-8 PPT
8.	Committee Chair Report	E. Salazar	3 min.	-----
9.	Adjournment	E. Salazar	1 min.	-----

Total Estimated Time: 23 min.

RURAL AND SMALL CITIES COMMITTEE

GABI CANALES, Committee Chair

Beatriz Charo Jeremy Coleman Armando Gonzalez Anna Jimenez Aaron Muñoz

NO MEETING

LEGISLATIVE COMMITTEE

ARTHUR GRANADO, Committee Chair

Lynn Allison Gabi Canales Aaron Muñoz Eloy Salazar

NO MEETING

On **Friday, January 19, 2024** 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

The Regional Transportation Authority was created by the people to provide quality transportation in a responsible manner consistent with its financial resources and the diverse needs of the people. Secondly, The RTA will also act responsibly to enhance the regional economy.

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, November 15, 2023**

Summary of Actions

- 1. Roll Call**
- 2. Heard Safety Briefing**
- 3. Receipt of Conflict of Interest Affidavits – None Received**
- 4. Provided Opportunity for Public Comment – None Received**
- 5. Approved the Operations & Capital Projects Committee Meeting Minutes of October 25, 2023**
- 6. Approved to Recommend the Board of Directors Authorize the Chief Executive Officer (CEO) or Designee to Purchase Two Ford F-150 Utility Trucks from the Interlocal Purchasing System (TIPS) Purchasing Cooperative**
- 7. Approved to Recommend the Board of Directors Authorize the Chief Executive Officer (CEO) or Designee to Award Option Year to Tolar Manufacturing for Shelter Amenities**
- 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 Eloy Salazar, called the meeting to order at 8:59 a.m. Ms. Marisa Montiel called roll and stated a quorum was present.

Board Members Present

Eloy Salazar, Beatriz Charo, Armando Gonzalez (virtual) and Erica Maymi. Dan Leyendecker (virtual).

Board Members Absent

Gabi Canales

Staff Present

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

Public Present

None



Safety Briefing

Mr. Miguel Rendón, Deputy CEO, gave the safety briefing to the audience and Board of Directors. He asked that in the event of an emergency, the audience exit the boardroom to his left and proceed towards the west stairwell to the first floor where they will exit through the westside doors. Once outside, everyone will go to the clocktower adjacent to the transfer station. He instructed to not use the elevator during an emergency and to not return until the all-clear is given. If a shelter-in-place is needed, this will be done in the westside stairwell.

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 October 25, 2023

DIRECTOR ERICA MAYMI MADE A MOTION TO APPROVE THE OPERATIONS & CAPITAL PROJECTS COMMITTEE MEETING MINUTES OF OCTOBER 25, 2023. DIRECTOR BEATRIZ CHARO SECONDED THE MOTION. SALAZAR, CHARO, GONZALEZ AND MAYMI VOTING IN FAVOR. ABSENT CANALES.

Discussion and Possible Action to Recommend the Board of Directors Authorize the Chief Executive Officer (CEO) or Designee to Purchase Two Ford F-150 Utility Trucks from the Interlocal Purchasing System (TIPS) Purchasing Cooperative

Mr. Gordon Robinson, Managing Director of Operations, presented the item noting the Board Priority is Public Image and Transparency. He provided background information noting the facility maintenance support vehicles support cleaning, maintenance, repair of CCRTA facilities within 846 square mile service area. The Facility Maintenance department added additional staff to enhance cleaning and maintenance of CCRTA facilities and two additional facility maintenance support vehicles are required. He adds that there is no DBE requirement for the procurement. For the financial impact, two Ford F-150 utility trucks are budgeted for \$86,400 within the 2023 Capital Improvement Program with local funds. Silsbee Ford to provide the two vehicles through TIPS Purchasing Cooperative. Total expenditure for the two trucks is estimated to be \$80,132.50, or \$40,066.25 per vehicle. At this time, Mr. Robinson answered any questions from the board.



DIRECTOR BEATRIZ CHARO MADE A MOTION TO RECOMMEND THE BOARD OF DIRECTORS AUTHORIZE THE CHIEF EXECUTIVE OFFICER (CEO) OR DESIGNEE TO PURCHASE TWO FORD F-150 UTILITY TRUCKS FOR THE INTERLOCAL PURCHASING SYSTEM (TIPS) PURCHASING COOPERATIVE. DIRECTOR ERICA MAYMI SECONDED THE MOTION. SALAZAR, CHARO, GONZALEZ AND MAYMI VOTING IN FAVOR. ABSENT CANALES.

Discussion and Possible Action to Recommend the Board of Directors Authorize the Chief Executive Officer (CEO) or Designee to Award Option Year to Tolar Manufacturing for Shelter Amenities

Ms. Sharon Montez, Managing Director of Capital Programs and Customer Services, presented the item noting the Board Priority is Public Image and Facilities. She provided background noting there are 1,375 bus stops, 58 existing tolar shelters, 128 sun shade shelters, 874 benches, 12 simme seats, 647 trash receptacles and 40 new 13' tolar shelter sets. In early 2022, CCRTA awarded a contract to Tolar Manufacturing, Inc., for the procurement of new shelter amenities. The award included a two-year base bid with a one-year option. She highlighted to date what CCRTA has installed based on the two-year bid. She displayed the original bid schedule. CCRTA has now ordered the shelter amenities for the two-year base bid and is now ready to award the option year, for the next set of shelter amenities left on the contract. She displayed a chart of the proposed capital schedule for bus stop shelter amenities for the fixed two-year base and the option year. She displayed the original request for proposal that was issued on December 1 and two proposals were received. Tolar received the total max points of 100 with a total cost of \$8,180,230.00. She provided background on Tolar Manufacturing, Inc. and their prior experience. She added that the DBE percentage goal for the contract is 11% and the total cost of the option year is \$1,098,085 and the total cost of the contract is \$8,180,230.00. At this time, she answered any questions from the board. Director Maymi asked for staff to look into a particular bus stop that seems dangerous in her opinion, located at Cimarron. Director Maymi asked to look into real time communication with the riders who may not have access to social media/smart phones, so they are able to see and better plan their trips. Director Maymi asked to see a comparison to hire additional staff to maintain the shelters vs. the contractors.

DIRECTOR ERICA MAYMI MADE A MOTION TO RECOMMEND THE BOARD OF DIRECTORS AUTHORIZE THE CHIEF EXECUTIVE OFFICER (CEO) OR DESIGNEE TO AWARD OPTION YEAR TO TOLAR MANUFACTURING FOR SHELTER AMENITIES. DIRECTOR BEATRIZ CHARO SECONDED THE MOTION. SALAZAR, CHARO, GONZALEZ AND MAYMI VOTING IN FAVOR. ABSENT CANALES.



Heard Committee Chair Report

Mr. Eloy Salazar noted that he was highly impressed with the shelter program since he has joined the board, he noted how important it was to him and has noticed the transformation.

Adjournment

Adjourned at 9:34 a.m.

Submitted by: Marisa Montiel



Subject: Authorize the Purchase of Eight (8) ENC 35' CNG buses from the State of Georgia Department of Administrative Services (DOAS) Contract

Background

The current fleet of sixty-one (61) heavy-duty buses consists of eleven (11) diesel and fifty (50) Compressed Natural Gas (CNG) fueled buses. The current fleet are all powered by a Cummins engine, regardless of being diesel or CNG. As these buses meet and exceed their useful life, buses require replacement to avoid increasing maintenance costs and the potential for disruptions in service. As outlined by the Federal Transit Administration (FTA) guidelines, the useful life of a heavy-duty bus is twelve (12) years or 500,000 miles.

With the passage of the 2015 Fixing America's Surface Transportation (FAST) Act, the FTA allows local transit agencies to purchase vehicles from state cooperatives, including the State of Georgia Department of Administrative Services (DOAS) Contract, that meet FTA's procurement guidelines. ENC was established in 1975 as National Coach and was most recently known as El Dorado National California. ENC's manufacturing facility is located in Riverside, California. ENC is one of 30 brands that are part of the larger REV Group, which builds emergency vehicles, fire apparatus, recreation vehicles, and commercial vehicles such as those used in public transit.

Identified Need

The purchase of Eight (8) ENC 35' CNG buses is required to replace an equal number of heavy-duty buses that have met their useful life and are in need of replacement. With this purchase, the CCRTA will be positioned to avoid excessive maintenance costs, minimize potential disruptions to daily operations, and ensure fleet reliability for our customers.

Disadvantaged Business Enterprise

There is no DBE requirement for this procurement.

Financial Impact

The Board of Directors approved two Capital Improvement Program (CIP) purchases for fixed route replacement vehicles in FY2024, the first allocation was \$4,160,000.00 for five (5) CNG buses. The second allocation was for \$4,568,583.00 for three (3) electric buses. The two combined amounts is \$8,728,583.00. Based on input received at the Board of Directors Retreat on January 12, 2024, the purchase of CNG buses will continue in 2024 while the purchase of zero emission buses will be evaluated for 2025.

Total expenditures for Eight (8) CNG 35' vehicles is estimated to be \$7,398,888.00 and is a FY2024 CIP project funded partially by 5307 Formula Funds. The local match is 15% with an estimated cost of \$1,109,833.20 and the federal match is 85% with an estimated cost of \$6,289,054.80 for a total \$7,398,888.00 which is within the CIP project costs. The total estimated cost per unit is \$924,861.00.

Board Priority

This item aligns with the Board Priority – Public Image and Transparency.

Recommendation

Staff requests the Operations & Capital Projects Committee recommend the Board of Directors authorize the Chief Executive Officer (CEO) or Designee to authorize the purchase of Eight (8) ENC 35' CNG buses from the State of Georgia DOAS contract.

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: Authorize the Purchase of Six (6) Cutaway Van Replacement Vehicles from Model 1 Commercial Vehicles from the State of Oklahoma Contract

Background

The current fleet of fifty-seven (57) Cutaway Vans consists of thirty-two (32) Unleaded and twenty-five (25) Compressed Natural Gas (CNG) fueled vehicles. To maintain the fleet in a state of good repair while meeting daily service demands, the purchase of six (6) vehicles is necessary to replace an equal number of vehicles which have met their useful life.

With the passage of the 2015 Fixing America's Surface Transportation (FAST) Act, the Federal Transit Administration (FTA) allows local transit agencies to purchase vehicles from state cooperatives, including the State of Oklahoma Contract, that meet the FTA procurement guidelines. Model 1 Commercial Vehicles was founded in 1980 and has 23 locations nationwide including Irving, Texas.

Identified Need

The purchase of six (6) Cutaway Van replacement vehicles is required to replace an equal number of year 2012-14 Cutaway Van ARBOC vehicles that have met their useful. The replacement of these vehicles follows the FTA State of Good Repair replacement cycle. With this purchase, the CCRTA will be positioned to avoid excessive maintenance costs, minimize potential disruptions to daily operations, and ensure fleet reliability for our customers.

Disadvantaged Business Enterprise

There is no DBE requirement for this procurement.

Financial Impact

The Board of Directors approved a total of four (4) Cutaway Van replacement vehicles within the FY2024 Capital Improvement Program (CIP). In addition to the four (4) vehicles, two (2) vehicles are being carried over from the approved FY2023 CIP which results in a total of six (6) Cutaway Van replacement vehicles. Due to prolonged production timelines and supply issues, vehicles were unavailable to be purchased during the FY2023 timeframe. As a result, a total of six (6) vehicles will need to be purchased to meet the FTA State of Good Repair replacement cycle.

Total expenditures for six (6) Cutaway Van replacement vehicles are estimated to be \$2,225,286.00 and is funded partially by 5307 Formula Funds. The local match is 15% with an estimated cost of \$333,792.90 and federal match is 85% with an estimated cost of \$1,891,493.10. The total estimated cost per unit is \$370,881.00. The total budget within the FY2023 and FY2024 CIP is \$2,299,748.00 in which the total cost estimate is \$74,462.00 under the approved CIP budget amounts.

Board Priority

This item aligns with the Board Priority – Public Image and Transparency.

Recommendation

Staff requests the Operations & Capital Projects Committee recommend the Board of Directors authorize the Chief Executive Officer (CEO) or Designee to authorize the purchase of six (6) Cutaway Van replacement vehicles from Model 1 Commercial Vehicles from the State of Oklahoma Contract.

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