

A RESOLUTION

APPROVING AND ACCEPTING THE JUNE 2021 WORKING COMMITTEE REPORTS, FINANCIAL AND INVESTMENT REPORTS, AND MAKING FINDINGS AND PROVISIONS RELATED TO THE FOREGOING SUBJECT

WHEREAS, certain committees of the Metropolitan Transit Authority of Harris County, Texas Board of Directors (the "Board of Directors") held meetings in June 2021; and

WHEREAS, each such committee has provided the Board of Directors with a monthly committee report; and

WHEREAS, the materials for this meeting of the Board of Directors include certain finance and audit-related reports and supporting documents, including the Compliance Report for the period ended May 30, 2021, the June 2021 Sales & Use Tax Report, the May 2021 Investment Report, the May 2021 Debt Report, the May 2021 Monthly Performance Report, and the Monthly Report of the Chief Financial Officer dated June 17, 2021 (collectively, the "Finance and Audit materials"); and

WHEREAS, the Board of Directors has reviewed such materials, including the May 2021 Investment Report.

NOW, THEREFORE, BE IT RESOLVED THAT:

Section 1. The Board of Directors hereby approves and accepts the June 2021 Finance and Audit Committee, Administration Committee, Capital and Strategic Planning Committee and Public Safety, Customer Service & Operations Committee monthly reports and the Finance and Audit materials, including the May 2021 Investment Report.

Section 2. This Resolution is effective immediately upon passage.

I hereby certify that the above resolution is accurate in describing the action herein of the Board of Directors on the date below.



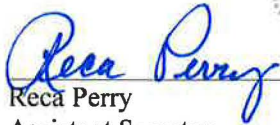
Cydonii V. Fairfax

Executive Vice President & General Counsel

PASSED this 24th day of June, 2021

APPROVED this 24th day of June, 2021

ATTEST:



Recca Perry
Assistant Secretary



Carrin F. Patman
Chair

A RESOLUTION

AUTHORIZING THE PRESIDENT & CEO TO EXECUTE A CONTRACT WITH SG&P, INC., TO REPLACE WORN AND/OR DAMAGED DOMES AT VARIOUS BUS SHELTERS, AND MAKING FINDINGS AND PROVISIONS RELATED TO THE FOREGOING SUBJECT

WHEREAS, the Metropolitan Transit Authority of Harris County, Texas ("METRO") has identified passenger shelter domes at various locations within the service area that require repair or replacement; and

WHEREAS, such repairs and replacements support the strategic goals of METRO of maintaining a state of good repair and improving the customer experience; and

WHEREAS, METRO issued an Invitation for Bids for such goods and SG&P, Inc. was the lowest responsive and responsible bidder of all those that submitted bids; and

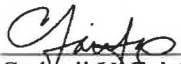
WHEREAS, management recommends that METRO enter into a three (3) year contract with two (2) options to extend the contract for an additional one-year period, to provide domes for passenger shelters, with a maximum contract amount of \$652,672.40.

NOW, THEREFORE, BE IT RESOLVED THAT:

Section 1. The METRO Board of Directors hereby authorizes the President & CEO to execute a contract with SG&P, Inc. to provide domes for passenger shelters, with a maximum contract amount of \$652,672.40.

Section 2. This Resolution is effective immediately upon passage.

I hereby certify that the above resolution is accurate in describing the action herein of the Board of Directors on the date below.



Cydonii V. Fairfax
Executive Vice President & General Counsel

PASSED this 24th day of June, 2021
APPROVED this 24th day of June, 2021

ATTEST:

Reca Perry
Assistant Secretary



Carrin F. Patman
Chair

A RESOLUTION

AUTHORIZING THE PRESIDENT & CEO TO NEGOTIATE AND EXECUTE A FIRM-FIXED PRICE CONTRACT WITH SARDO BUS & COACH UPHOLSTERY FOR THE REUPHOLSTERY OF BUS SEATS, MODESTY PANELS AND ADA-REAR FACING BARRIERS, AND MAKING FINDINGS AND PROVISIONS RELATED TO THE FOREGOING SUBJECT

WHEREAS, the Metropolitan Transit Authority of Harris County, Texas ("METRO") requires the material and labor necessary to replace worn upholstery covering passenger seats, modesty panels and ADA-rear facing barriers on four hundred and thirty-nine (439) revenue buses, which range in age from four (4) years up to nine (9) years; and

WHEREAS, the replacement upholstery is more durable and will require less maintenance; and

WHEREAS, METRO issued an Invitation for Bids for reupholstery services and Sardo Bus & Coach Upholstery was the sole bidder and METRO determined that the bid was responsive, responsible and reasonably priced; and

WHEREAS, management recommends that METRO enter into a firm-fixed price contract with Sardo Bus & Coach Upholstery to replace upholstery covering passenger seats and modesty panels on four hundred and thirty-nine (439) revenue buses, for a period of one hundred sixty-eight (168) calendar days, with a maximum contract amount of \$1,545,482.50.

NOW, THEREFORE, BE IT RESOLVED THAT:

Section 1. The METRO Board of Directors hereby authorizes the President & CEO to negotiate and execute a firm-fixed price contract with Sardo Bus & Coach Upholstery to replace upholstery covering passenger seats and modesty panels on four hundred and thirty-nine (439) revenue buses, for a period of one hundred sixty-eight (168) calendar days, with a maximum contract amount of \$1,545,482.50.

Section 2. This Resolution is effective immediately upon passage.

I hereby certify that the above resolution is accurate in describing the action herein of the Board of Directors on the date below.



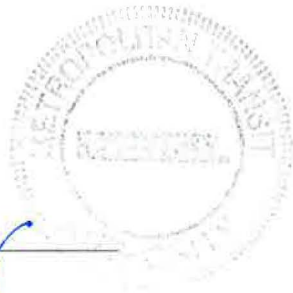
Cydonii Fairfax
Executive Vice President & General Counsel

PASSED this 24th day of June, 2021
APPROVED this 24th day of June, 2021

ATTEST:



Reca Perry
Assistant Secretary





Carrin F. Patman
Chair

A RESOLUTION

AUTHORIZING THE PRESIDENT & CEO TO DIRECT GRANT ACTIONS AS NECESSARY FOR SECTION 5310 ENHANCED MOBILITY OF SENIORS AND INDIVIDUALS WITH DISABILITIES GRANT FUNDS AND TO APPROVE OTHER NECESSARY GRANT ACTIONS, AND MAKING FINDINGS AND PROVISIONS RELATED TO THE FOREGOING SUBJECT

WHEREAS, the Metropolitan Transit Authority of Harris County, Texas ("METRO") is the designated recipient of Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities grant funds for the Houston Urbanized Area ("5310 Enhanced Mobility Grant"); and

WHEREAS, a Project Evaluation Team composed of representatives from METRO, the Houston Galveston Area Council, Harris County and Fort Bend County, reviewed eligible projects to apply the grant funds, consistent with the Federal Transit Administration-approved Program Management Plan; and

WHEREAS, the Project Evaluation Team then selected the following programs and projects to recommend for designated use of the funds: Fort Bend Transportation Services, Harris County Transportation Services, Montrose Redevelopment Authority, East End District and Near Northwest Management District (each, a "Subrecipient"), and program administration costs for METRO; and

WHEREAS, the Subrecipients are required to provide a local match and comply with federal regulations, including the Americans with Disabilities Act; and

WHEREAS, METRO staff will coordinate with the City of Houston to ensure all capital improvement access projects comply with applicable federal regulations; and

WHEREAS, failure to assign the funds to eligible projects within the three (3) year period of availability will result in the loss of the funds to the region; and

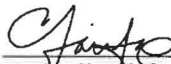
WHEREAS, management recommends that the METRO Board of Directors approve the designation of 5310 Enhanced Mobility Grant funds on the foregoing projects and authorize the President & CEO to approve the necessary administrative grant actions and negotiate and execute the Subrecipient agreements in compliance with the Federal Transit Administration regulations.

NOW, THEREFORE, BE IT RESOLVED THAT:

Section 1. The METRO Board of Directors hereby approves the designation of Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities grant funds on the programs and projects attached hereto as Exhibit A and authorizes the President & CEO to approve administrative actions as required by the grant and negotiate and execute Subrecipient agreements in compliance with the Federal Transit Administration regulations.

Section 2. This Resolution is effective immediately upon passage.

I hereby certify that the above resolution is accurate in describing the action herein of the Board of Directors on the date below.



Cydonii Fairfax

Executive Vice President & General Counsel

PASSED this 24th day of June, 2021
APPROVED this 24th day of June, 2021

ATTEST:



Recca Perry
Assistant Secretary





Carrin F. Patman
Chair

A RESOLUTION

AUTHORIZING THE PRESIDENT & CEO TO NEGOTIATE AND EXECUTE A COOPERATIVE PURCHASE AGREEMENT WITH PURCHASING COOPERATIVE OF AMERICA TO PROCURE SUPPLIES, SERVICES AND TECHNOLOGY THROUGH THE PROGRAM, AND MAKING FINDINGS AND PROVISIONS RELATED TO THE FOREGOING SUBJECT

WHEREAS, the Metropolitan Transit Authority of Harris County, Texas ("METRO") seeks to expand its procurement sourcing opportunities to a wide variety of existing contracts; and

WHEREAS, the Purchasing Cooperative of America ("PCA") has contracts for commodities and services that satisfy METRO's competitive bidding requirements; and

WHEREAS, METRO is a qualified public entity which would benefit from participating in PCA's cooperative purchasing program; and

WHEREAS, management recommends that METRO negotiate and execute a cooperative purchase agreement with Purchasing Cooperative of America to procure supplies, services and technology through PCA's cooperative purchasing programs.

NOW, THEREFORE, BE IT RESOLVED THAT:

Section 1. The METRO Board of Directors hereby authorizes the President & CEO to negotiate and execute a cooperative purchasing agreement with Purchasing Cooperative of America to procure supplies, services and technology through PCA's cooperative purchasing program.

Section 2. This Resolution is effective immediately upon passage.

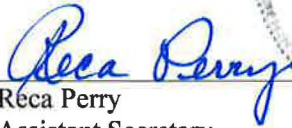
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Cydonii Fairfax
Executive Vice President & General Counsel

PASSED this 24th day of June, 2021
APPROVED this 24th day of June, 2021

ATTEST:



Recca Perry
Assistant Secretary





Carrin F. Patman
Chair

A RESOLUTION

APPROVING AND ADOPTING AN INNOVATION PROPOSAL POLICY, AND MAKING FINDINGS AND PROVISIONS RELATED TO THE FOREGOING SUBJECT

WHEREAS, the Metropolitan Transit Authority of Harris County, Texas ("METRO") is committed to seeking emerging technology and services and innovative ideas to enhance public transit in the Houston region; and

WHEREAS, to formally establish an innovation proposal program, management recommends the creation of a policy setting out the parameters for which METRO may receive, evaluate and/or implement such initiatives, including those from external and internal stakeholders, in compliance with applicable laws and procedures ("Innovation Proposal Policy"); and

WHEREAS, the Innovation Proposal Policy shall apply to all innovative proposals (except for unsolicited proposals related to real estate projects), innovative processes (*i.e.*, requests for information, proof of concepts, prototypes, demonstrations, pilot programs, unsolicited proposals and public-private partnerships), and will apply to METRO employees, departments, divisions, internal department committees, contractors and vendors; and

WHEREAS, the Innovation Proposal Policy shall also be incorporated into METRO's Procurement Manual.

NOW, THEREFORE, BE IT RESOLVED THAT:

Section 1. The METRO Board of Directors hereby approves and adopts the proposed Innovation Proposal Policy, substantially in the form attached hereto as Exhibit A, to establish an innovation proposal program, and authorizes the President & CEO to update METRO's Procurement Manual to include the policy.

Section 2. This Resolution is effective immediately upon passage.

I hereby certify that the above resolution is accurate in describing the action herein of the Board of Directors on the date below.



Cydonii Fairfax
Executive Vice President & General Counsel


PASSED this 24th day of June, 2021
APPROVED this 24th day of June, 2021

ATTEST:


Recca Perry
Assistant Secretary




Carrin F. Patman
Chair

	DRAFT		INNOVATION PROPOSAL POLICY Policy No: XXX-POL-000 Version: 1.0 Effective as of: Date of Signature Page 1 of 7	
	<i>Document Manager:</i> Kimberly J. Williams First Last Name Title: Chief Innovation Officer		<i>Responsible Party:</i> Kimberly J. Williams First Last Name Title: Chief Innovation Officer	

1.0 POLICY STATEMENT

METRO seeks to foster an innovation culture and this policy creates a process to develop, support and memorialize the results and lessons learned from the evaluation and/or implementation of innovative initiatives.

The purpose of METRO's Innovation Proposal Policy (IPP) is to allow external and internal stakeholders to present innovative and novel ideas and provide METRO with various paths to review and potentially implement such ideas while remaining in compliance with applicable laws and procedures. Innovative processes include requests for information, proof of concepts, prototypes, demonstrations, pilot programs, unsolicited proposals and public-private partnerships.

All projects undertaken pursuant to the IPP shall be consistent with and for the advancement of METRO's Mission as adopted by the Board of Directors.

Innovative unsolicited proposals must not exceed one year. METRO anticipates that all costs will either be covered by the proposer or offered at a substantial discount. In any event, the costs to METRO must be within METRO's Procurement thresholds and budget. Any exceptions will be handled on a case-by-case basis.

2.0 SCOPE AND APPLICABILITY

This policy applies to all Innovative Proposals, except for unsolicited proposals related to real estate projects. (See METRO Joint Development Policy). Innovative processes include requests for information, proof of concepts, prototypes, demonstrations, pilot programs, unsolicited proposals and public-private partnerships.

The policy applies to METRO employees, departments, divisions, internal department committees, contractors and vendors. **No proof of concepts, prototypes, demonstrations or pilot programs should be undertaken outside of this policy.**

3.0 APPLICABLE LEGISLATION, REGULATIONS, BOARD RESOLUTIONS AND FORMS

This policy will comply with Texas Transportation Code chapter 451, Texas Government Code Chapter 2267, METRO's Procurement Manual including FTA

Circular 4220.1F, Intellectual Property Policy, Code of Ethics, Texas Public Information Act, Small and Disadvantaged Business Enterprise Program and any current or future related policies or programs.

4.0 TERMS AND DEFINITIONS

4.1 **Demonstration** – A detailed look at visible interfaces and features of a product or service, with commentary, to inform to a deeper level than a simple presentation, providing insight into the breadth of capability a product or services offers, prompting questions about specifics of the product or service's features.

4.2 **Internal Stakeholders:** Internal stakeholders are METRO staff, departments and divisions who would like to test, pilot or demonstrate a proposal either developed by METRO staff or an external entity

4.3 **Innovative Unsolicited Proposal:** Proposals that meet the definition of Innovative unsolicited proposal are described below:

- Must be from an external source;
- Innovative;
- Related to METRO's goals and objectives;
- Independently originated and developed by the proposer;
- Prepared without METRO's supervision, endorsement, direction, or direct involvement; and

Request for general, publicly available information or responses of general public data or information provided by METRO or METRO staff at the request of the proposer and later used in the development of an Innovative Proposal does not constitute supervision, endorsement, direction, or involvement.

- Innovative is defined as concepts, products, technologies, or services that are new or relatively new to market; in development; in a research and development phase; or a demonstration
- All required content and attachments include but is not limited to: any supporting documents including reports, assessments, analyses, simulations, video, lab results, demo results, safety report, third party reviews.

4.3.1 METRO will also be reviewing and encourages the proposal's use of small businesses

4.3.2 An Innovative Unsolicited Proposal is not:

4.3.2.1 An offer responding to METRO's previously published expression of need or request for proposals;

4.3.2.2 A verbal offering;

- 4.3.2.3 An advance proposal for property or services that METRO could acquire through competitive methods;
 - 4.3.2.4 A replacement for an existing contract that is already in effect; or
 - 4.3.2.5 An opportunity to circumvent the traditional procurement process, state or federal laws and regulations.
- 4.4 **Pilot** – Any small-scale, short-term feasibility study or experimental trial conducted with or through a vendor, to learn how a large-scale project or initiative might work in practice. Such pilots may not exceed one year in length or \$50,000 in cost **unless a legal justification exists.**
- 4.5 **Pilot Plan** – This document analyzes the opportunity to conduct a pilot project, defines the main characteristics of the pilot and identifies the activities, schedule, budget, and deliverables of the pilot project. The plan may also address resource requirements; interfaces and dependencies with other departments and divisions; identifies any interface with METRO's IT infrastructure; risks; and risk mitigation.
- 4.6 **Proof of Concept** – This is small duration project, perhaps a couple of weeks, that allows METRO to thoroughly test the proposed solution, normally in a non-production environment, to refine acceptance criteria.
- 4.7 **Proposer or Vendor:** Any third-party entity who is seeking to provide a good or service to METRO whether paid or unpaid and which meets the definition of an unsolicited proposal.
- 4.8 **Prototype:** A project that tests a particular product in order to identify how the product will work upon implementation.
- 4.9 **Public Private Partnership:** A project that allows investment and partnership with private entities to develop, operate and/or deploy projects.
- 4.10 **Requests for Information:** A solicitation process used to obtain general information about products, services, or suppliers. It is an information request only and not binding on either the vendor or METRO and may be used as the basis for future procurements.
- 4.11 **Staff Initiated Pilot, Demonstration or proof of concept:** A pilot or demonstration that originates from staff recommendation.
 - 4.11.2 An innovative proposal that comes solely from and that will be performed solely by staff, with no vendor involvement, does not require a procurement or solicitation.

4.11.3 An innovative proposal from staff that will be performed or involve vendor involvement is subject to this policy and METRO's Procurement Manual.

4.12 Unsolicited Proposal: A written proposal from an external proposer for an item, service or product that does not meet the definition of Innovative as defined under 4.3. These unsolicited proposals will be handled by the Office of Procurement and the Procurement Manual.

4.12.1 This policy does not apply to proposals for real estate joint developments but includes intellectual property and may include physical property as determined by METRO.

4.12.2 The following will be considered general unsolicited proposals to be evaluated by the Office of Procurement.

5.0 ROLES AND RESPONSIBILITIES

5.1 Office of Innovation (OOI) has primary responsibility for implementation and management of the Innovation Proposal Program in coordination with METRO's Office of Procurement (Procurement). OOI has the following responsibilities which include but are not limited to:

5.1.1 Coordinating with relevant stakeholders to determine appropriate next steps upon receiving an innovative unsolicited proposal.

5.1.2 Supporting, tracking and monitoring projects undertaken under this policy.

5.1.3 Handling any questions or concerns regarding the innovative unsolicited proposal.

5.1.4 Serving in project management role for any proposal in the pre-solicitation phase, i.e., research and development phase and/or pilot phase.

5.1.5 If it is determined by the Office of Innovation that a department stakeholder would be a more suitable project manager, OOI will share Project Management duties with the stakeholder department.

5.1.6 Preserving and maintaining database of pilot projects under this policy.

- 5.2 Office of Procurement's (Procurement) responsibilities include:
- 5.2.1 Coordinating with OOI to analyze compliance of proposal with this policy
 - 5.2.2 Referral of any proposals it receives that fall under this policy to the OOI
 - 5.2.3 Providing contract administration for any proposal that advances to a demonstration/pilot phase to ensure compliance with applicable procurement laws, rules and regulations.
- 5.3 Office of General Counsel's (OGC) responsibilities include:
- Providing legal advice and assistance in reviewing terms and conditions and other related documents to a pilot, demonstration or exercise established pursuant to an Unsolicited Proposal.
- 5.4 Stakeholder Department responsibilities include:
- Serving as co-project manager with OO
 - Providing subject matter expertise and necessary staff resources to accomplish innovative initiative.
 - Providing data and information to OOI toward successful implementation and completion of goals and objectives of the innovative initiatives.

6.0 PROPOSER TYPES

- 6.1 External Proposers:
- 6.1.1 External proposers may submit proposals they believe meet the criteria of the IPP by mailing a copy of proposal to both the:

Office of Innovation	Office of Procurement
c/o Innovative Proposal Program	c/o Innovative Proposal Program
1900 Main Street	1900 Main Street
Houston, TX 77002	Houston, TX 77002
 - 6.1.2 External Proposers should be aware that any documents submitted to METRO are subject to the Texas Public Information Act and therefore no confidential or proprietary information should be included.
 - 6.1.3 OOI and Procurement will determine if the proposal is subject to the IPP or the METRO Procurement non-competitive provisions will apply to the proposal.

6.2 Internal Innovative Unsolicited Proposals:

6.2.1 Internal innovative proposals or requests to deploy any project as defined must be directed to the Office of Innovation.

7 PROJECT CLOSE OUT AND RECORD RETENTION

7.1 Upon conclusion of any Innovation Process, the project will be completed and required documents provided to OOI for retention.

8 OPEN RECORDS; CONFIDENTIALITY & PROPRIETARY INFORMATION

8.1 All proposals are subject to the Texas Public Information Act (TPIA), also known as Open Records, unless it meets an exception of the state law. Proposers are responsible for being familiar with TPIA. METRO assumes no responsibility for the access and/or confidentiality of a proposal, regardless of its proprietary nature.

8.2 If a TPIA request is received and the proposer believes an exception applies, the proposer is responsible for filing all paperwork required to answer a TPIA request directly to the Texas Office of the Attorney General.

9 REVIEW AND REVISION

Direct all inquiries to the Chief Innovation Officer who will review and update this policy as deemed appropriate in coordination with the Office of Procurement, but no less frequently than once per year.

Any changes to instructions or requirements, as described in this policy, will result in immediate revisions made to this document. Likewise, associated documents and forms will be verified at the same time to ensure consistency in related information.

10 EXCEPTIONS

The METRO Board of Directors or President & Chief Executive Officer reserves the right to amend, suspend, modify or revoke the application of any policy standards as deemed necessary at any time, for any reason.

11 REVISION HISTORY TABLE

REVISION HISTORY TABLE			
VERSION LEVEL	CHANGE(S) MADE BY:	DATE OF CHANGES:	SECTIONS IMPACTED – DESCRIPTION OF CHANGES



1	Kimberly Williams	2/20/2019	New Policy

DRAFT

A RESOLUTION

APPROVING AND ADOPTING REVISIONS TO METRO'S PROCUREMENT MANUAL, AND MAKING FINDINGS AND PROVISIONS RELATED TO THE FOREGOING SUBJECT

WHEREAS, the Board of Directors of the Metropolitan Transit Authority of Harris County, Texas ("METRO") has approved a Procurement Manual ("Procurement Manual") for the agency which requires Board approval for all significant changes to such procedures; and

WHEREAS, Article 5.6(D) ("AE and Professional Services: Request for Qualifications and Qualifications-Based Selection Method") currently provides that:

"After Board approval and selection of the 'most highly qualified' offeror, METRO will negotiate a contract for the offeror's service at a price the Contract Administrator determines is fair and reasonable. In determining fair and reasonable compensation, the Contract Administrator shall consider the scope, complexity, professional nature, and estimated value of the services procured. The Contract Administrator will not conduct negotiations with other proposers unless the Contract Administrator and the initially selected offeror cannot mutually agree on a satisfactory contract."

; and

WHEREAS, staff is requesting that this section be revised to reduce waiting time from staff determination of "most qualified" firm to Board approval; and

WHEREAS, Article 5.15A ("Board Solicitation Review and Evaluation Committees") currently provides that:

"METRO's Board of Directors reviews a list of anticipated procurement projects expected to exceed \$50,000 at each of the various Board Committee monthly meetings. See Table 2, Anticipated Procurement Projects Sample Page, below. The board committee may require additional information from this report (i.e., evaluation criteria and evaluation team membership). See Table 3, Solicitation Evaluation Committees Form, below."

; and

WHEREAS, to expedite the procurement process, staff is requesting that this section be revised to exclude Invitation for Bids and routine Request for Proposals for landscaping services, janitorial services, transit cleaning services, IT services, general services, printing services, courier services, and fuel transport services from the monthly Anticipated Procurement Report.

NOW, THEREFORE, BE IT RESOLVED THAT:

Section 1. The METRO Board of Directors hereby adopts and approves the following revisions to the METRO Procurement Manual:

(1) Revise Section 5.6(D) to read as follows:

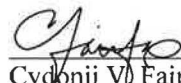
“Prior to Board approval, METRO will negotiate a contract with the firm who is deemed the “Most Qualified” by the respective evaluation committee. The Contract Administrator working with Audit, shall determine the firm’s price is fair and reasonable. In determining fair and reasonable compensation, the Contract Administrator shall consider the scope, complexity, professional nature, and estimated value of the services procured. The Contract Administrator will not conduct negotiations with other firms unless METRO staff and the firm cannot mutually agree on a satisfactory contract, in which negotiations will officially end. The Contract Administrator shall then begin negotiations with the next “Most Qualified” firm. Upon successful negotiations of the scope, fees, and term, METRO staff will present a contract for approval to the METRO Board of Directors.”

(2) Revise Section 5.15(A) to read as follows:

“METRO’s Board of Directors reviews a list of anticipated solicitations expected to exceed \$50,000 at each of the various Board Committee monthly meetings (excluding those procured by Invitation for Bid and routine Requests for Proposals for landscaping services, janitorial services, transit cleaning services, IT services, general services, printing services, courier services, and fuel transport services).”

Section 2. This Resolution is effective immediately upon passage.

I hereby certify that the above resolution is accurate in describing the action herein of the Board of Directors on the date below.



Cydonii V. Fairfax

Executive Vice President & General Counsel


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PASSED this 24th day of June, 2021
APPROVED this 24th day of June, 2021

ATTEST:


Recca Perry
Assistant Secretary




Carrin F. Patman
Chair

Type text here

A RESOLUTION

AUTHORIZING THE PRESIDENT & CEO TO NEGOTIATE AND EXECUTE A CONTRACT WITH EACH OF HDR ENGINEERING, INC. AND WSP USA, INC. FOR GENERAL PLANNING CONSULTANT SERVICES, AND MAKING FINDINGS AND PROVISIONS RELATED TO THE FOREGOING SUBJECT

WHEREAS, the Metropolitan Transit Authority of Harris County, Texas' ("METRO") current contracts for planning support services are set to expire by February 2022; and

WHEREAS, to execute the implementation of METRO's legacy, interagency and METRONext programs, METRO requires planning initiatives and projects, federal environmental technical work and clearances, emerging corridor programs, agency coordination, program grant strategies, travel demand modeling and other support services; and

WHEREAS, METRO issued a Request for Qualifications for such services and the Statements of Qualifications from WSP USA, Inc. and HDR Engineering, Inc. were determined to offer the most advantages and best overall value to METRO; and

WHEREAS, based on the foregoing, management recommends that METRO negotiate and execute a three-year contract with a maximum contract amount of \$6,000,000, with each of HDR Engineering Services, Inc. and WSP USA, Inc., for general planning consultant services.

NOW, THEREFORE, BE IT RESOLVED THAT:

Section 1. The METRO Board of Directors hereby authorizes the President & CEO to negotiate and execute a three-year contract with a maximum contract amount of \$6,000,000, with each of HDR Engineering Services, Inc. and WSP USA, Inc., for general planning consultant services.

Section 2. This Resolution is effective immediately upon passage.

I hereby certify that the above resolution is accurate in describing the action herein of the Board of Directors on the date below.



Cydonii Fairfax
Executive Vice President & General Counsel

PASSED this 24th day of June, 2021
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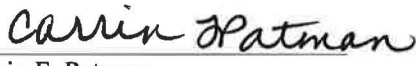
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ATTEST:



Recca Perry
Assistant Secretary





Carrin F. Patman
Chair

A RESOLUTION

AUTHORIZING THE PRESIDENT & CEO TO EXECUTE A CONTRACT MODIFICATION WITH ENTECH CIVIL ENGINEERS, INC., TO PROVIDE CONCEPTUAL AND PRELIMINARY ENGINEERING SERVICES FOR INTERSTATE HIGHWAY-10 INNER KATY CORRIDOR BUS RAPID TRANSIT PROJECT AND TO INCREASE THE CONTRACT AMOUNT, AND MAKING FINDINGS AND PROVISIONS RELATED TO THE FOREGOING SUBJECT

WHEREAS, pursuant to Resolution 2020-141, the Metropolitan Transit Authority of Harris County, Texas ("METRO") entered into a contract with Entech Civil Engineers, Inc. to provide conceptual/preliminary engineering services to support an environmental clearance process for Phase I of the METRONext project to construct a Bus Rapid Transit system along the Interstate Highway-10 Inner Katy Corridor, the maximum contract amount of which is subject to further Board approval; and

WHEREAS, all subcontractors' rates have now been negotiated, and additional funds are needed to continue conceptual/preliminary engineering services; and

WHEREAS, to further develop this project, METRO will need to closely coordinate with the Texas Department of Transportation ("TxDOT"), as well as require Bus Rapid Transit ("BRT") and High Occupancy Vehicle ("HOV") engineering expertise along with services such as Federal Highway Administration ("FHWA") and National Environmental Policy Act ("NEPA") experience, operations and service planning and coordination; and

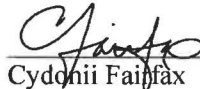
WHEREAS, based on the foregoing, management recommends that METRO execute a contract modification with Entech Civil Engineers, Inc. to continue providing conceptual/preliminary engineering services, and to increase the maximum payment amount by \$9,393,426.98, resulting in a new maximum contract amount of \$10,393,426.98.

NOW, THEREFORE, BE IT RESOLVED THAT:

Section 1. The METRO Board of Directors hereby authorizes the President & CEO to execute a contract modification with Entech Civil Engineers, Inc. to continue providing conceptual/preliminary engineering services, and to increase the maximum payment amount by \$9,393,426.98, resulting in a new maximum contract amount of \$10,393,426.98.

Section 2. This Resolution is effective immediately upon passage.

I hereby certify that the above resolution is accurate in describing the action herein of the Board of Directors on the date below.



Cydonii Fairfax
Executive Vice President & General Counsel

PASSED this 24th day of June, 2021
APPROVED this 24th day of June, 2021

ATTEST:



Recca Perry
Assistant Secretary



Carrin F. Patman
Chair

A RESOLUTION

AUTHORIZING THE PRESIDENT & CEO TO EXECUTE A CONTRACT WITH ARUP TEXAS, INC. TO PROVIDE DESIGN SERVICES FOR THE PROPOSED NORTHLINE TRANSIT CENTER PARKING GARAGE, AND MAKING FINDINGS AND PROVISIONS RELATED TO THE FOREGOING SUBJECT

WHEREAS, the lease for the existing Northline Transit Center of Metropolitan Transit Authority of Harris County, Texas ("METRO") is set to expire soon; and

WHEREAS, pursuant to Resolution 2020-87, the Board approved Arup Texas, Inc. ("Arup") as the most highly qualified offeror and authorized the President & CEO to negotiate a firm-fixed price contract with Arup to provide design services for the proposed Northline Transit Center Parking Garage; and

WHEREAS, based on the foregoing, management recommends that METRO execute a contract with Arup Texas, Inc. for the design of the Northline Transit Center parking garage for a maximum contract amount of \$3,943,345.

NOW, THEREFORE, BE IT RESOLVED THAT:

Section 1. The METRO Board of Directors hereby authorizes the President & CEO to execute a contract with Arup Texas, Inc. for the design of the Northline Transit Center parking garage for a maximum contract amount of \$3,943,345.

Section 2. This Resolution is effective immediately upon passage.

I hereby certify that the above resolution is accurate in describing the action herein of the Board of Directors on the date below.

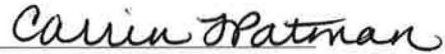

Cydonii Fairfax
Executive Vice President & General Counsel

PASSED this 24th day of June, 2021
APPROVED this 24th day of June, 2021

ATTEST:



Recca Perry
Assistant Secretary



Carrin F. Patman
Chair

A RESOLUTION

APPROVING AECOM TECHNICAL SERVICES, INC. AS THE MOST HIGHLY QUALIFIED OFFEROR AND AUTHORIZING THE PRESIDENT & CEO TO NEGOTIATE A CONTRACT WITH AECOM TECHNICAL SERVICES, INC. TO PROVIDE GENERAL ENGINEERING CONSULTANT SERVICES FOR THE UNIVERSITY BUS RAPID TRANSIT PROJECT AND TO EXECUTE A LIMITED NOTICE TO PROCEED, AND MAKING FINDINGS AND PROVISIONS RELATED TO THE FOREGOING SUBJECT

WHEREAS, the Metropolitan Transit Authority of Harris County, Texas ("METRO") requires the construction of a Bus Rapid Transit ("BRT") along the University Corridor as part of the voter-approved METRONext Plan; and

WHEREAS, general engineering consultant services are required to assist METRO with the University Corridor BRT Project, including preliminary engineering services on the University Corridor in connection with the submission of the University BRT into the Project Development phase of the Federal Transit Administration Capital Improvement Grant Program; and

WHEREAS, METRO issued a Request for Qualifications for University BRT general engineering consultant services and the Statements of Qualifications from AECOM Technical Services, Inc. was determined to offer the most advantages and best overall value to METRO; and


WHEREAS, management recommends that the METRO Board of Directors ("Board of Directors") approve AECOM Technical Services, Inc. as the most highly qualified offeror and authorize the President & CEO to negotiate a five (5) year contract with AECOM Technical Services, Inc. for preliminary engineering on the University Corridor, the maximum contract amount of which will be subject to Board approval, and to execute a Limited Notice-to-Proceed for a cost not-to-exceed of \$1,000,000.

NOW, THEREFORE, BE IT RESOLVED THAT:

Section 1. The METRO Board of Directors approves AECOM, Technical Services, Inc. as the most highly qualified offeror and authorize the President & CEO to negotiate a five (5) year contract with AECOM Technical Services, Inc. for general engineering consultant services for the University BRT Project, including preliminary engineering services on the University Corridor, with a maximum contract amount subject to Board approval, and to execute a Limited Notice-to-Proceed for a cost not-to-exceed \$1,000,000.


Section 2. This Resolution is effective immediately upon passage.

I hereby certify that the above resolution is accurate in describing the action herein of the Board of Directors on the date below.


Cydonii V. Fairfax
Executive Vice President & General Counsel

PASSED this 24th day of June, 2021
APPROVED this 24th day of June, 2021

ATTEST:


Recca Perry
Assistant Secretary




Carrin F. Patman
Chair

A RESOLUTION

AUTHORIZING THE PRESIDENT & CEO TO NEGOTIATE A CONTRACT WITH BROWN & GAY ENGINEERS, INC. FOR ARCHIECTURAL/ENGINEERING SERVICES FOR THE DESIGN OF THE BOOST – 82 WESTHEIMER PROJECT AND TO EXECUTE A LIMITED NOTICE TO PROCEED, AND MAKING FINDINGS AND PROVISIONS RELATED TO THE FOREGOING SUBJECT

WHEREAS, the Metropolitan Transit Authority of Harris County, Texas (“METRO”) seeks to conduct capital and service improvements to the 19-mile 82 Westheimer BOOST Corridor, which will make the corridor safer, more accessible and comfortable, and provide faster and more reliable services for existing and future customers; and

WHEREAS, the scope of such improvements will include, but is not limited to: improved sidewalks along the corridor and connecting routes’ bus stops, ADA ramps, safe street pedestrian crossings, and enhanced bus stops with near-level boarding all-door access; and

WHEREAS, METRO issued a Request for Qualifications for such architectural/engineering services and the Statements of Qualifications from Brown & Gay Engineers, Inc. was determined to offer the most advantages and best overall value to METRO; and


WHEREAS, based on the foregoing, management recommends that METRO negotiate a contract with Brown & Gay Engineers, Inc. for architectural/engineering services to conduct capital and service improvements to the 82 Westheimer BOOST Corridor, the maximum contract amount of which will be subject to Board approval, and to execute a Limited Notice to Proceed for a cost not-to-exceed \$500,000.

NOW, THEREFORE, BE IT RESOLVED THAT:

Section 1. The METRO Board of Directors hereby authorizes the President & CEO to negotiate a contract with Brown & Gay Engineers, Inc. for architectural/engineering services to conduct capital and service improvements to the 82 Westheimer BOOST Corridor, the maximum contract amount of which will be subject to Board approval, and to execute a Limited Notice-to-Proceed for a cost not-to-exceed \$500,000.

Section 2. This Resolution is effective immediately upon passage.


I hereby certify that the above resolution is accurate in describing the action herein of the Board of Directors on the date below.



Cydonii V. Fairfax
Executive Vice President & General Counsel


PASSED this 24th day of June, 2021
APPROVED this 24th day of June, 2021

ATTEST:



Recca Perry
Assistant Secretary





Carrin F. Patman
Chair

A RESOLUTION

AUTHORIZING THE PRESIDENT & CEO TO PROCEED WITH ENTRY INTO FEDERAL TRANSIT ADMINISTRATION PROJECT DEVELOPMENT, AND MAKING FINDINGS AND PROVISIONS RELATED TO THE FOREGOING SUBJECT

WHEREAS, pursuant to Resolution 2019-71, the Metropolitan Transit Authority of Harris County, Texas ("METRO") was authorized and approved by its Board of Directors and local voters, respectively, to implement its comprehensive METRONext Transit System Plan ("METRONext Plan"); and

WHEREAS, the METRO Board of Directors is hereby requested to affirm the preferred mode and alignment for the University Bus Rapid Transit Project as included in the METRONext Plan approved by voters in 2019; and

WHEREAS, management recommends that METRO begin the activities to request entry into Project Development, the initial phase of the Federal Transit Administration Capital Investment Grant Program, and return to the Board for approval of the Locally Preferred Alternative before entering into the Engineering Phase of the Capital Investment Grant Program.


NOW, THEREFORE, BE IT RESOLVED THAT:

Section 1. The METRO Board of Directors hereby affirms the mode and alignment of the University Bus Rapid Transit Project, as described in the METRONext Plan.

Section 2. The METRO Board of Directors hereby authorizes the President & CEO to begin the activities to request entry into Project Development, the initial phase of the Federal Transit Administration Capital Investment Grant Program.

Section 3. This Resolution is effective immediately upon passage.

I hereby certify that the above resolution is accurate in describing the action herein of the Board of Directors on the date below.




Cydonii Fairfax
Executive Vice President & General Counsel

PASSED this 24th day of June, 2021
APPROVED this 24th day of June, 2021

ATTEST:



Recca Perry
Assistant Secretary



Carrin F. Patman
Chair

A RESOLUTION

AUTHORIZING THE PRESIDENT & CEO TO NEGOTIATE AND EXECUTE A CONTRACT WITH AFC TRANSPORTATION COMPANY FOR PARATRANSIT SUPPORT SERVICES ON AN EMERGENCY BASIS, AND MAKING FINDINGS AND PROVISIONS RELATED TO THE FOREGOING SUBJECT

WHEREAS, the Metropolitan Transit Authority of Harris County, Texas ("METRO") requires additional resources on an emergency basis to continue to provide safe and reliable paratransit services to senior citizens and people with disabilities; and

WHEREAS, based on the foregoing, management recommends that METRO execute an emergency procurement contract with AFC Transportation Company, a local transportation provider with experience providing ADA service (including through the Harris County Rides Program) for paratransit support services for a three (3) month period, with a maximum contract amount of \$449,489.00.

NOW, THEREFORE, BE IT RESOLVED THAT:

Section 1. The METRO Board of Directors hereby authorizes the President & CEO to execute an emergency procurement contract with AFC Transportation Company for paratransit support services for a three (3) month period, with a maximum contract amount of \$449,489.00.

Section 2. This Resolution is effective immediately upon passage.

I hereby certify that the above resolution is accurate in describing the action herein of the Board of Directors on the date below.


Cydonii Fairfax
Executive Vice President & General Counsel

PASSED this 24th day of June, 2021
APPROVED this 24th day of June, 2021

ATTEST:



Recca Perry
Assistant Secretary



Carrin F. Patman
Chair

A RESOLUTION

AUTHORIZING THE PRESIDENT & CEO TO NEGOTIATE AND EXECUTE AN INTERLOCAL AGREEMENT WITH TEXAS A&M ENGINEERING EXPERIMENTAL STATION TO PERFORM A UTILITY ASSESSMENT REPORT, AND MAKING FINDINGS AND PROVISIONS RELATED TO THE FOREGOING SUBJECT

WHEREAS, the Metropolitan Transit Authority of Harris County, Texas ("METRO") desires to implement cost-effective energy efficiency measures to reduce utility costs while improving its environmental impact in Harris County, Texas; and

WHEREAS, METRO seeks to have a Utility Assessment Report performed to evaluate METRO's utility infrastructure to meet the above-described energy-efficiency objective ("Energy Efficiency Project"); and

WHEREAS, Texas A&M Engineering Experimental Station, the primary agent for engineering research within the Texas A&M University System Engineering Program, provides energy management-related engineering services, including performing utility assessment reports; and

WHEREAS, based on the foregoing, management recommends that METRO enter into an Interlocal Agreement with Texas A&M Engineering Experimental Station to perform a Utility Assessment Report for METRO over a ninety (90) day period, for a maximum contract amount of \$420,000.00.

NOW, THEREFORE, BE IT RESOLVED THAT:

Section 1. The METRO Board of Directors hereby authorizes the President & CEO to negotiate and execute an Interlocal Agreement with the Texas A&M Engineering Experimental Station to perform a Utility Assessment Report for METRO over a ninety (90) day period, with a maximum contract amount of \$420,000.00.

Section 2. This Resolution is effective immediately upon passage.


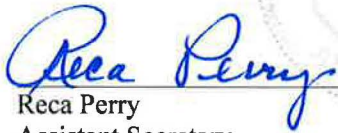
I hereby certify that the above resolution is accurate in describing the action herein of the Board of Directors on the date below.



Cydonii Fairfax
Executive Vice President & General Counsel

PASSED this 24th day of June, 2021
APPROVED this 24th day of June, 2021

ATTEST:



Recca Perry
Assistant Secretary



Carrin F. Patman
Chair

A RESOLUTION

AUTHORIZING THE PRESIDENT & CEO TO NEGOTIATE AND EXECUTE A CONTRACT MODIFICATION WITH REEDER DISTRIBUTORS, INC. TO PROVIDE INSPECTION, CERTIFICATION, AND REPAIR SERVICES FOR STERTIL-KONI VEHICLE WHEEL LIFTS TO EXTEND THE CONTRACT TERM, AND MAKING FINDINGS AND PROVISIONS RELATED TO THE FOREGOING SUBJECT

WHEREAS, pursuant to Resolution 2019-30, the Metropolitan Transit Authority of Harris County, Texas ("METRO") entered into a two (2) year sole source contract with Reeder Distributors, Inc. ("Contractor") to provide inspection, certification, and repair services for the Stertil-Koni vehicle wheel lifts located at various METRO facilities; and

WHEREAS, the Contractor has agreed to extend the period of performance under the current pricing for an additional two (2) years; and


WHEREAS, based on the foregoing, management recommends that METRO negotiate and execute a contract modification with Reeder Distributors, Inc. to extend the contract term for an additional two (2) years to provide inspection, certification, and repair services for the Stertil-Koni vehicle wheel lifts located at various METRO facilities, with no increase to the maximum contract amount.

NOW, THEREFORE, BE IT RESOLVED THAT:

Section 1. The METRO Board of Directors hereby authorizes the President & CEO to negotiate and execute a contract modification with Reeder Distributors, Inc. to extend the contract term for an additional two (2) years to provide inspection, certification, and repair services for the Stertil-Koni vehicle wheel lifts located at various METRO facilities, with no increase to the maximum contract amount.

Section 2. This Resolution is effective immediately upon passage.

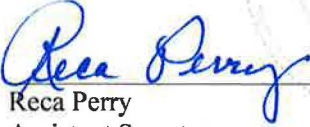
I hereby certify that the above resolution is accurate in describing the action herein of the Board of Directors on the date below.



Cydonii Fairfax
Executive Vice President & General Counsel


PASSED this 24th day of June, 2021
APPROVED this 24th day of June, 2021

ATTEST:



Recca Perry
Assistant Secretary





Carrin F. Patman
Chair

A RESOLUTION

APPROVING THE PROPOSED AUGUST 2021 SERVICE CHANGES, AND MAKING FINDINGS AND PROVISIONS RELATED TO THE FOREGOING SUBJECT

WHEREAS, the Metropolitan Transit Authority of Harris County, Texas ("METRO") implements regular service changes during the year, typically in or around January, May/June, and August, after a public hearing is held in accordance with the requirements of the Federal Transit Administration Circular 4702.1B; and

WHEREAS, it is proposed that METRO make changes to add service to address social distancing issues, make adjustments to running time to reflect changes in congestion, restore select bus and rail services that were discontinued to meet METRO's FY2021 Business Plan and Budget, and implement the new Gulfton Circulator route (collectively, the "August 2021 Service Changes"); and

WHEREAS, METRO held a Public Hearing on June 8, 2021 to discuss the proposed August 2021 Service Changes which are expected to have an estimated financial impact of \$2,407,000 in operating costs in fiscal year 2021, an annualized cost of \$21,835,000 in fiscal year 2022, and an estimated one-time capital cost of \$150,000 for accessibility improvements and signage associated with the new Gulfton Circulator; and

WHEREAS, management recommends that the METRO Board of Directors (the "Board of Directors") approve the proposed August 2021 Service Changes as outlined in the presentation attached hereto as Exhibit A.

NOW, THEREFORE, BE IT RESOLVED THAT:

Section 1. The Board of Directors hereby approves the proposed August 2021 Service Changes as outlined in the presentation attached hereto as Exhibit A.

Section 2. This Resolution is effective immediately upon passage.

I hereby certify that the above resolution is accurate in describing the action herein of the Board of Directors on the date below.



Cydonii Fairfax
Executive Vice President & General Counsel

PASSED this 24th day of June, 2021
APPROVED this 24th day of June, 2021

ATTEST:



Recca Perry
Assistant Secretary



Carrin F. Patman
Chair

Proposed August 2021 Service Enhancements

Public Safety, Customer Service, and Operations
Committee
June 2021



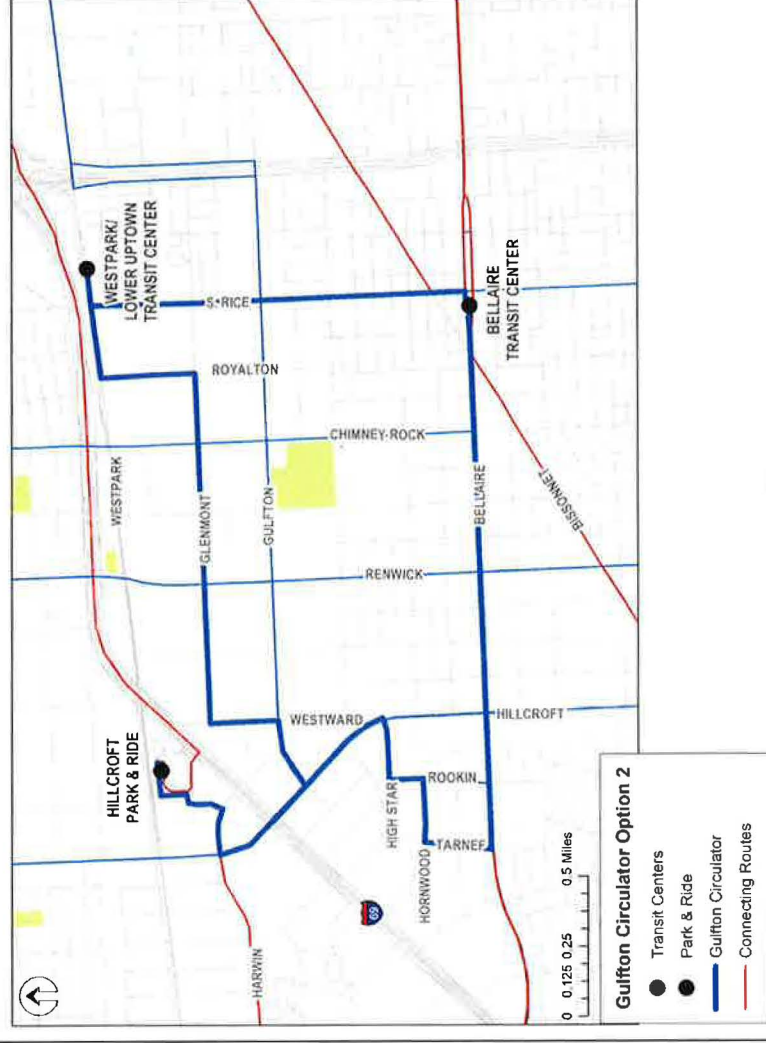
OVERVIEW – AUGUST 2021

- New Gullfion Circulator
- Adjust Downtown Park & Ride service based on returning employees
- Adjust local bus & METRORail service based on returning levels of in-person schools
- Adjust local bus & METRORail service based on increased non-essential trips
- Adjust social distancing parameters based on increased vaccinations

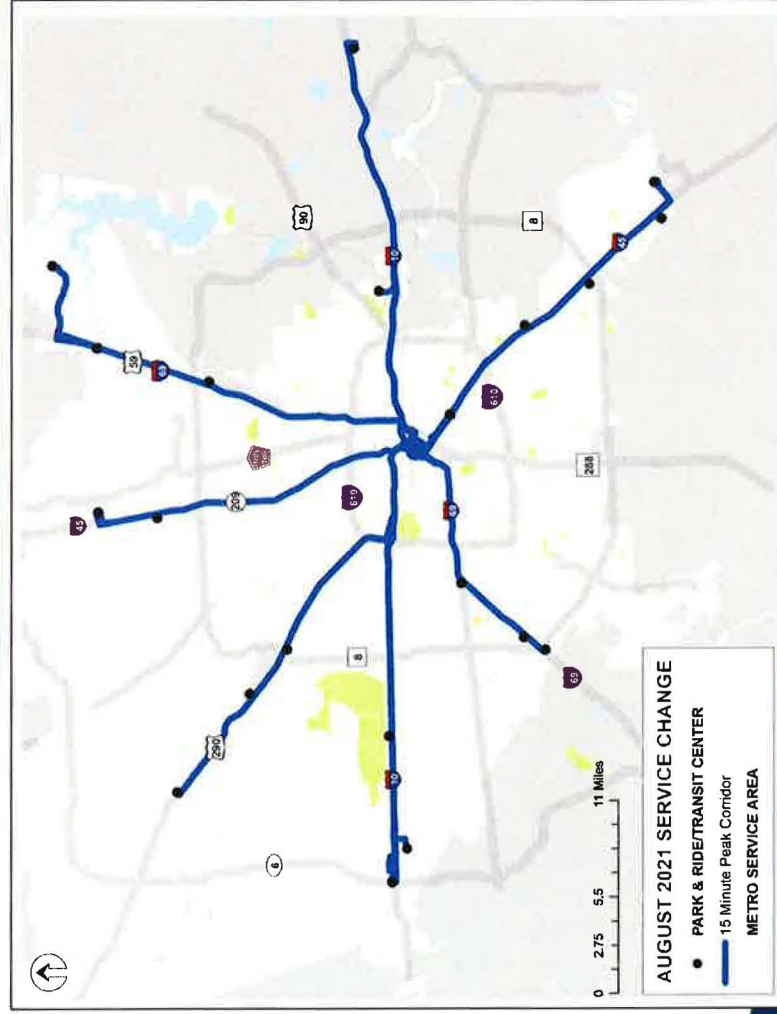
METRONext – GULFTON CIRCULATOR

DESTINATIONS DIRECTLY SERVED

- Baker Ripley-Gulfton/Sharpstown
- Fiesta
- Holy Ghost Catholic Church/School
- KIPP School
- Jane Long Academy
- Las Americas Newcomer School
- Legacy Community Health
- Post Office (Bellaire)
- Post Office (DeMoss)
- Southwest Multi-Service Center
- YES Prep Gulfton



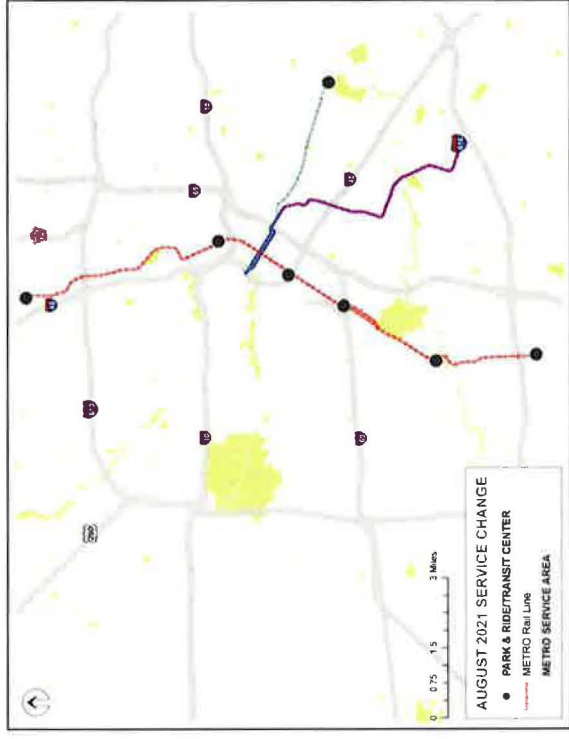
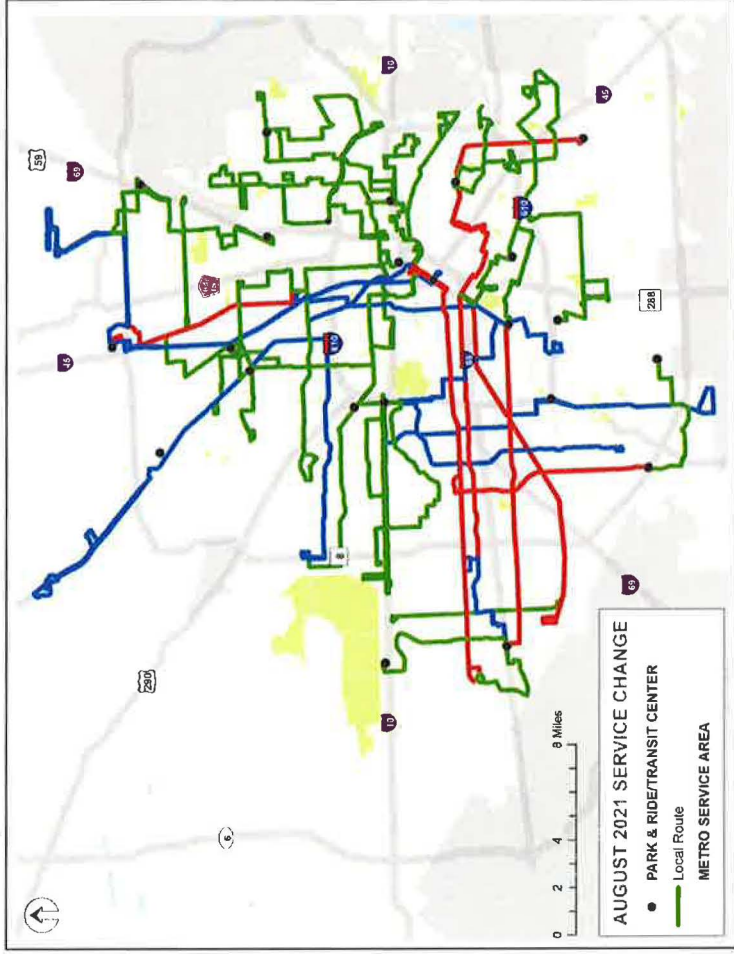
INCREASING SEATING CAPACITY RETURN TO DOWNTOWN OFFICE WORK



MODIFIED PARK & RIDE SERVICE Peak Period, 15-minute headway

- 202 Kuykendahl
- 204 Spring
- 214 Northwest Station; 216 West Little York
- 217 Cypress
- 221 Kingsland; 228 Addicks
- 222 Grand Parkway
- 236 Maxey Road
- 244 Monroe; 248 El Dorado
(serving Eastwood Transit Center)
- 246 Bay Area; 247 Fuqua
- 255 Kingwood; 256 Eastex
- 257 Townsen
- 262 Westwood – Hillcroft Park & Ride
- 265 West Bellfort

INCREASING RUNNING TIME, SEATING CAPACITY - RETURN TO IN-PERSON SCHOOL



ESTIMATED COST

	FY2021	Annualized
BUS		
New Service - Guilfton	\$ 203K	\$ 1,840K
Running Time Adjustments / Return to School	\$1,489K	\$13,508K
Phase VIII – CBD Park & Ride	\$ 584K	\$ 5,299K
LIGHT RAIL		
Return to School	\$ 131K	\$ 1,188K
Total	\$2,407K	\$21,835K

ESTIMATED RESOURCES

Manpower Requirements	Position	Headcount	Position	Headcount
Headcount – Front Line	Bus Operators	121	Light Rail Vehicle Operators	15
	Bus Service Supervisors	3	Light Rail Controllers	2
	Bus Mechanics	20	Light Rail Traction Power Technician	1
	Bus Cleaners	16	Light Rail Field Supervisor	1
Headcount - Support			Customer Service Representative	3
TOTAL				182

Equipment Requirements	40' Transit Buses	45' Suburban Buses	Light Rail Vehicles
Vehicles	+ 101	+ 7	+ 10

KEY DATES

Item	Important Date
Board Briefing	Thursday, May 20, 2021
Public Hearing(s)	Tuesday, June 8, 2021
Board Briefing – Follow-up	Thursday, June 17, 2021
Board Approval	Thursday, June 24, 2021
Rail Operator Sign-up	Wednesday, July 21, 2021 – Thursday, July 22, 2021
Bus Operator Sign-up	Monday, July 26, 2021 – Wednesday, August 4, 2021
Service Change Implementation (Bus and Rail)	Sunday: August 22, 2021 Weekday: August 23, 2021 Saturday: August 28, 2021