APPROVING AND ACCEPTING THE SEPTEMBER 2019 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 September 2019; 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 related reports and supporting documents, and the Compliance Report for the period ended August 31, 2019, the September 2019 Sales & Use Tax Report, the August 2019 Investment Report, the August 2019 Debt Report, the August 2019 Monthly Performance Report and the Monthly Report of the Chief Financial Officer dated September 19, 2019 (collectively, the "September 2019 compliance and financial reports"); and

WHEREAS, the Board of Directors has reviewed such materials, including the August 2019 Investment Report.

NOW, THEREFORE, BE IT RESOLVED THAT:

Section 1. The Board of Directors hereby approves and accepts the September 2019 Administration Committee and Capital and Strategic Planning Committee monthly reports, and September 2019 compliance and financial reports, including the August 2019 Investment Report.

Cydonii Fairfax

Executive Vice President & General Counsel

PASSED this 26<sup>th</sup> day of September, 2019 APPROVED this 26<sup>th</sup> day of September, 2019

ATTEST:

Reca Perry

**Assistant Secretary** 

Carrin F. Patman

AUTHORIZING THE PRESIDENT & CEO TO EXECUTE A CONTRACT WITH CRT LLC TO PROVIDE UNDERGROUND STORAGE TANK CLEANING SERVICES, AND MAKING FINDINGS AND PROVISIONS RELATED TO THE FOREGOING SUBJECT

WHEREAS, the Metropolitan Transit Authority of Harris County, Texas ("METRO") requires cleaning services for its underground storage tanks located at various METRO operating and support facilities to maintain a state of good repair; and

WHEREAS, METRO issued an Invitation for Bids for such underground storage tank cleaning services and CRT LLC was the lowest responsive and responsible bidder of all those that submitted bids; and

WHEREAS, management recommends that METRO execute a three (3) year contract with CRT LLC to provide these cleaning services for METRO's underground storage tanks, with a maximum contract amount of \$187,499.25.

NOW, THEREFORE, BE IT RESOLVED THAT:

Section 1. The METRO Board of Directors hereby authorizes the President & CEO to execute a three (3) year contract with CRT LLC to provide cleaning services for the underground storage tanks located at various METRO operating and support facilities, with a maximum contract amount of \$187,499.25.

Executive Vice resident & General Counsel

PASSED this 26<sup>th</sup> day of September, 2019 APPROVED this 26<sup>th</sup> day of September, 2019

ATTEST:

Reca Perry
Assistant Secretary

Carrin F. Patman

AUTHORIZING THE PRESIDENT & CEO TO EXECUTE A CONTRACT WITH MAINTENANCE & CONSTRUCTION SERVICES, INC. TO PROVIDE CONSTRUCTION SERVICES FOR UNIVERSAL ACCESSIBILITY ENHANCEMENTS TO THE DOWNTOWN TRANSIT CENTER, AND MAKING FINDINGS AND PROVISIONS RELATED TO THE FOREGOING SUBJECT

WHEREAS, the Downtown Transit Center of the Metropolitan Transit Authority of Harris County,
Texas ("METRO") requires construction services for universal accessibility enhancements to its sidewalks,
bus platform, and pavement striping; and

WHEREAS, METRO issued an Invitation for Bids for such construction services and Maintenance & Construction Services, Inc. was the lowest responsive and responsible bidder of all those that submitted bids; and

WHEREAS, management recommends that METRO execute a contract with Maintenance & Construction Services, Inc. to provide these construction services for universal accessibility enhancements to METRO's Downtown Transit Center, with a maximum contract amount of \$413,476.54.

NOW, THEREFORE, BE IT RESOLVED THAT:

Section 1. The METRO Board of Directors hereby authorizes the President & CEO to execute a contract with Maintenance & Construction Services, Inc. to provide construction services for universal accessibility enhancements to METRO's Downtown Transit Center, with a maximum contract amount of \$413,476.54.

Cydonii Fairfax

Executive Vice President & General Counsel

PASSED this 26<sup>th</sup> day of September, 2019 APPROVED this 26<sup>th</sup> day of September, 2019

Carrin Fraimas

ATTEST:

Reca Perry Assistant Secretary Carrin F. Patman

AUTHORIZING THE PRESIDENT & CEO TO NEGOTIATE AND EXECUTE A CONTRACT MODIFICATION WITH CREATIVE BUS SALES TO EXERCISE AN OPTION TO PURCHASE ADDITIONAL METROLIFT PARATRANSIT VANS; AND TO INCREASE THE MAXIMUM PAYMENT AMOUNT, AND MAKING FINDINGS AND PROVISIONS RELATED TO THE FOREGOING SUBJECT

WHEREAS, pursuant to Resolution 2018-97, the Metropolitan Transit Authority of Harris County, Texas ("METRO") entered into a contract with Creative Bus Sales for the purchase of METROLift paratransit vans with two (2) one (1) year options to each purchase forty (40) additional paratransit vans; and

WHEREAS, management recommends that METRO enter into a modification of METRO's existing contract with Creative Bus Sales to exercise an option to purchase forty (40) additional METROLift paratransit vans during fiscal year 2020, and to increase the maximum payment amount by \$4,199,840, resulting in a new maximum contract amount of \$8,379,018.

NOW, THEREFORE, BE IT RESOLVED THAT:

Section 1. The METRO Board of Directors hereby authorizes the President & CEO to negotiate and execute a modification of METRO's existing contract with Creative Bus Sales to exercise an option to purchase forty (40) additional METROLift paratransit vans during fiscal year 2020, and to increase the maximum payment amount by \$4,199,840, resulting in a new maximum contract amount of \$8,379,018.

Cydorn Fairfax

Executive Vice President & General Counsel

PASSED this 26<sup>th</sup> day of September, 2019 APPROVED this 26<sup>th</sup> day of September, 2019

Carrin Fratman

ATTEST:

Reca Perry

**Assistant Secretary** 

Carrin F. Patman

AUTHORIZING THE PRESIDENT & CEO TO NEGOTIATE AND EXECUTE A CONTRACT WITH GALLS, LLC FOR THE PURCHASE OF UNIFORMS, AND MAKING FINDINGS AND PROVISIONS RELATED TO THE FOREGOING SUBJECT

WHEREAS, pursuant to the Labor Agreement between the Metropolitan Transit Authority of Harris County, Texas ("METRO") and Local 260 of the Transport Workers Union of America, AFL-CIO, METRO has agreed to purchase uniforms for union employees each fiscal year; and

WHEREAS, METRO has an Interlocal Participation Agreement with the Texas Local Government Purchasing Cooperative ("Cooperative"), pursuant to which it may utilize the BuyBoard online purchasing system to procure various products, equipment and services as a participant in a cooperative purchasing program established by the Cooperative; and

WHEREAS, purchases through the BuyBoard online purchasing system satisfy METRO's procurement requirements because the Cooperative's underlying contracts with the vendors of the BuyBoard are competitively procured; and

WHEREAS, management recommends that METRO purchase uniforms for union employees from Galls, LLC through BuyBoard, for a cost not to exceed \$1,308,286.

NOW, THEREFORE, BE IT RESOLVED THAT:

Section 1. The METRO Board of Directors hereby authorizes the President & CEO to purchase uniforms for union employees from Galls, LLC through the BuyBoard online purchasing system, for a cost not to exceed \$1,308,286.

Cydooi Fairfa

Executive Vice President & General Counsel

PASSED this 26<sup>th</sup> day of September, 2019 APPROVED this 26<sup>th</sup> day of September, 2019

ATTEST:

Reca Perry

Assistant Secretary

Carrin F. Patman

APPROVING THE FISCAL YEAR 2020 BUSINESS PLAN & BUDGETS, AND MAKING FINDINGS AND PROVISIONS RELATED TO THE FOREGOING SUBJECT

WHEREAS, Section 451.102(a) of the Texas Transportation Code requires that the Metropolitan Transit Authority of Harris County, Texas ("METRO") Board of Directors adopt an annual budget of all major expenditures by type and amount prior to the expenditure of any funds in the fiscal year to which the budget applies; and

WHEREAS, Section 451.102(b) of the Texas Transportation Code also requires that METRO hold a public hearing prior to adoption of a budget and make such budget available for public review at least fourteen (14) days before the hearing date; and

WHEREAS, in compliance with the statutory requirements cited above, METRO has made its proposed Fiscal Year 2020 Business Plan and Budgets available to the public within the requisite timeframe and has held a public hearing regarding such budgets; and

WHEREAS, the METRO Board of Directors ("Board of Directors") has reviewed such proposed budgets for Fiscal Year 2020 and has considered the public comments thereon.

NOW, THEREFORE, BE IT RESOLVED THAT:

Section 1. The Board of Directors hereby finds and declares that METRO's Fiscal Year 2020 Business Plan & Budgets includes the appropriate strategic priorities, operating principles and organizational structure necessary to implement the Board of Directors' policies for METRO and that the prerequisites required by law for the consideration and adoption of the Fiscal Year 2020 Business Plan & Budgets have been satisfied.

Section 2. The Board of Directors hereby approves and adopts the Fiscal Year 2020 Business Plan & Budgets submitted by the President & CEO.

Section 3. The Board of Directors hereby approves and adopts an Operating Budget for Fiscal Year 2020 totaling \$684,000,000.

Section 4. The Board of Directors hereby approves and adopts a Capital Budget for Fiscal Year 2020 totaling \$330,506,000.

Section 5. The Board of Directors hereby approves and adopts a General Mobility Transfer Budget for Fiscal Year 2020 totaling \$186,511,000.

Section 6. The Board of Directors hereby approves and adopts a Debt Service Budget for Fiscal Year 2020 totaling \$131,520,000.

Section 7. The Board of Directors will receive reports at least quarterly on budgetary expenditures and fund availability as may occur subsequent to the beginning of Fiscal Year 2020.

Section 8. 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.

Executive Vide President & General Counsel

PASSED this 26th day of September, 2019 APPROVED this 26th day of September, 2019

ATTEST:

Reca Perry

Assistant Secretary

in Hatman Carrin F. Patman

AUTHORIZING THE PRESIDENT & CEO TO NEGOTIATE AND EXECUTE A CONTRACT WITH SYNCHROMATICS TO PROVIDE HARDWARE, SOFTWARE, INSTALLATION SERVICES, AND MAINTENANCE FOR DIGITAL BUS STOP SIGNAGE, AND MAKING FINDINGS AND PROVISIONS RELATED TO THE FOREGOING SUBJECT

WHEREAS, the Metropolitan Transit Authority of Harris County, Texas ("METRO") is installing digital bus stop signage at certain METRO bus and rail stops, platforms, and transit centers to enhance the customer experience and requires hardware, software, installation, and maintenance services for such signage; and

WHEREAS, METRO issued a Request for Proposals for such equipment and services and the proposal from Synchromatics was determined to offer the most advantages and best overall value to METRO based on the evaluation criteria; and

WHEREAS, management recommends that METRO execute a two (2) year contract with Synchromatics to provide hardware, software, installation and maintenance services for METRO's digital bus stop signage, with a maximum contract amount of \$11,882,040.

NOW, THEREFORE, BE IT RESOLVED THAT:

Section 1. The METRO Board of Directors hereby authorizes the President & CEO to negotiate and execute a two (2) year contract with Synchromatics to provide hardware, software, installation, and maintenance services for METRO's digital bus stop signage, with a maximum contract amount of \$11,882,040.

Cydonii Fairfa

Executive Vice President & General Counsel

PASSED this 26<sup>th</sup> day of September, 2019 APPROVED this 26<sup>th</sup> day of September, 2019

Carrin Natman

ATTEST:

Reca Perry

Assistant Secretary

WITHOR!

Carrin F. Patman

AUTHORIZING THE PRESIDENT & CEO TO NEGOTIATE AND EXECUTE MULTIPLE CONTRACTS DURING FISCAL YEAR 2020 TO PURCHASE INFORMATION TECHNOLOGY OFF-THE-SHELF HARDWARE AND SOFTWARE, WARRANTY AND SUPPORT SERVICES, AND MAKING FINDINGS AND PROVISIONS RELATED TO THE FOREGOING SUBJECT

WHEREAS, the Metropolitan Transit Authority of Harris County, Texas ("METRO") purchases multiple off-the-shelf hardware and software solutions, warranty and support services to provide the information technology resources METRO employees need to perform their day-to-day duties; and

WHEREAS, METRO may make such purchases through sole source procurements, METRO's competitive bidding process, various cooperative purchasing agreements with the Texas Department of Information Resources, United States General Services Administration, the Houston-Galveston Area Council, Texas Multiple Award Schedules or the BuyBoard online purchasing system; and

WHEREAS, management recommends that the METRO Board of Directors ("Board of Directors") authorize METRO to execute contracts during fiscal year 2020 to purchase such information technology off-the-shelf hardware and software solutions, warranty and services, for an aggregate maximum contract amount not to exceed \$4,941,000.

# NOW, THEREFORE, BE IT RESOLVED THAT:

Section 1. The Board of Directors hereby authorizes the President & CEO to negotiate and execute multiple contracts during fiscal year 2020 to purchase information technology off-the-shelf hardware and software, warranty and services, for an aggregate maximum contract amount not to exceed \$4,941,000.

Cydonii Fairfax

Executive Vice President & General Counsel

PASSED this 26<sup>th</sup> day of September, 2019 APPROVED this 26<sup>th</sup> day of September, 2019

ATTEST:

Reca Perry

Assistant Secretary

Carrin F. Patman

AUTHORIZING THE PRESIDENT & CEO TO NEGOTIATE AND EXECUTE MULTIPLE CONTRACTS DURING FISCAL YEAR 2020 TO PURCHASE INFORMATION TECHNOLOGY HARDWARE AND SOFTWARE LICENSES, MAINTENANCE, AND OTHER INFORMATION TECHNOLOGY SERVICES AND SUPPORT, AND MAKING FINDINGS AND PROVISIONS RELATED TO THE FOREGOING SUBJECT

WHEREAS, the Metropolitan Transit Authority of Harris County, Texas ("METRO") contracts from time to time with multiple vendors for support software products, maintenance for hardware and other equipment, and other information technology services and support for systems that METRO employees use to perform day-to-day business and operating functions; and

WHEREAS, METRO may make such purchases through sole source procurements, lowest quotes obtained, various cooperative purchasing agreements with the Texas Department of Information Resources, United States General Services Administration, the Houston-Galveston Area Council, Texas Multiple Award Schedules or the BuyBoard online purchasing system; and

WHEREAS, management recommends that the METRO Board of Directors ("Board of Directors") authorize the President & CEO to negotiate and execute multiple contracts during fiscal year 2020 to purchase information technology hardware and software licenses, maintenance, and technology services and support, for an aggregate maximum contract amount not to exceed \$9,176,159.

### NOW, THEREFORE, BE IT RESOLVED THAT:

Section 1. The Board of Directors hereby authorizes the President & CEO to negotiate and execute multiple contracts during fiscal year 2020 to purchase information technology hardware and software licenses, maintenance, and other information technology services and support, for an aggregate maximum contract amount not to exceed \$9,176,159.

Cydonii Fairfa

Executive Vice President & General Counsel

PASSED this 26<sup>th</sup> day of September, 2019 APPROVED this 26<sup>th</sup> day of September, 2019

Carrin Fatman

ATTEST:

Reca Perry

Assistant Secretary

Carrin F. Patman

AUTHORIZING THE PRESIDENT & CEO TO NEGOTIATE AND EXECUTE A CONTRACT WITH CIGNA TO PROVIDE STOP LOSS MEDICAL INSURANCE, AND MAKING FINDINGS AND PROVISIONS RELATED TO THE FOREGOING SUBJECT

WHEREAS, the Metropolitan Transit Authority of Harris County, Texas ("METRO") requires stop loss medical insurance coverage to protect METRO from higher than anticipated claims under its self-funded health plan; and

WHEREAS, METRO issued a Request for Proposals for such insurance coverage and the proposal from CIGNA was determined to offer the most advantages and best overall value to METRO; and

WHEREAS, management recommends that METRO enter into a one (1) year contract with CIGNA for stop loss medical insurance coverage, with a maximum contract amount of \$2,239,922.

NOW, THEREFORE, BE IT RESOLVED THAT:

Section 1. The METRO Board of Directors hereby authorizes the President & CEO to negotiate and execute a one (1) year contract with CIGNA for stop loss medical insurance coverage, with a maximum contract amount of \$2,239,922.

Cydonii Fairfa

Executive Vice President & General Counsel

PASSED this 26<sup>th</sup> day of September, 2019 APPROVED this 26<sup>th</sup> day of September, 2019

Carria Fatman

ATTEST:

Reca Perry

**Assistant Secretary** 

Carrin F. Patman

AUTHORIZING THE PRESIDENT & CEO TO NEGOTIATE AND EXECUTE CONTRACTS WITH KGI, VERTICAL IDENTITY, INC., AND QUICK SEARCH FOR BACKGROUND INVESTIGATION SERVICES, AND MAKING FINDINGS AND PROVISIONS RELATED TO THE FOREGOING SUBJECT

WHEREAS, the Metropolitan Transit Authority of Harris County, Texas ("METRO") requires background investigation services for applicants for METRO full-time, part-time, temporary, and internship positions; and

WHEREAS, METRO issued a Request for Proposals for such background investigation services and the proposals from KGI, Vertical Identity, Inc., and Quick Search were determined to offer the most advantages and best overall value to METRO; and

WHEREAS, management recommends that METRO enter into a three (3) year contract, with one (1) option to extend the contract term for an additional one (1) year period subject to Board approval, to provide background investigation services with: KGI for a maximum contract amount of \$380,400; Vertical Identity, Inc. for a maximum contract amount of \$265,140; and Quick Search for a maximum contract amount of \$472,600.

NOW, THEREFORE, BE IT RESOLVED THAT:

Section 1. The METRO Board of Directors hereby authorizes the President & CEO to negotiate and execute a three (3) year contract, with one (1) option to extend the contract term for an additional one (1) year period subject to Board approval, to provide background investigation services with: KGI for a maximum contract amount of \$380,400; Vertical Identity, Inc. for a maximum contract amount of \$265,140; and Quick Search for a maximum contract amount of \$472,600.

Cydon Fairfa

Executive Vice President & General Counsel

PASSED this 26<sup>th</sup> day of September, 2019 APPROVED this 26<sup>th</sup> day of September, 2019

Carrin Fratman

ATTEST:

Reca Perry

**Assistant Secretary** 

Carrin F. Patman

AUTHORIZING THE PRESIDENT & CEO TO NEGOTIATE AND EXECUTE A JOINT MAINTENANCE AGREEMENT WITH THE HOUSTON DOWNTOWN MANAGEMENT DISTRICT FOR BUS STOP AND BUS SHELTER CLEANING SERVICES, AND MAKING FINDINGS AND PROVISIONS RELATED TO THE FOREGOING SUBJECT

WHEREAS, the Metropolitan Transit Authority of Harris County, Texas ("METRO") is responsible for cleaning bus stops and bus shelters located within the METRO service area and such cleaning services are currently provided by METRO staff; and

WHEREAS, METRO may contract with other governmental entities to perform certain authorized functions; and

WHEREAS, management recommends that METRO partner with the Houston Downtown Management District ("HDMD"), through a Joint Maintenance Agreement, for such cleaning services to help enhance the overall customer experience by facilitating safe, clean and accessible transportation; and

WHEREAS, under the Joint Maintenance Agreement, METRO will reimburse HDMD for all actual costs incurred at a maximum amount of \$239,839.20 during the first year, a maximum amount of \$251,887.86 during the second year, and a maximum amount of \$263,882.52 during the third year, for an aggregate maximum contract amount of \$755,609.58.

## NOW, THEREFORE, BE IT RESOLVED THAT:

Section 1. The METRO Board of Directors hereby authorizes the President & CEO to negotiate and execute a three (3) year Joint Maintenance Agreement with the Houston Downtown Management District to provide cleaning services for METRO bus stops and bus shelters within the City of Houston's central business district, for a maximum amount of \$239,839.20 during the first year, a maximum amount of \$251,887.86 during the second year, and a maximum amount of \$263,882.52 during the third year, for an aggregate maximum contract amount of \$755,609.58.

Cydonii Fairfax

Executive Vice President & General Counsel

PASSED this 26<sup>th</sup> day of September, 2019 APPROVED this 26<sup>th</sup> day of September, 2019

ATTEST:

Reca Perry

**Assistant Secretary** 

Carrin F. Patman

AUTHORIZING THE PRESIDENT & CEO TO NEGOTIATE AND EXECUTE A SOLE SOURCE CONTRACT WITH IAT INTERNATIONAL INC. TO PROVIDE EKOSLIDE SWITCH ROLLERS FOR METRO'S RAIL SYSTEM, AND MAKING FINDINGS AND PROVISIONS RELATED TO THE FOREGOING SUBJECT

WHEREAS, it is recommended that the Metropolitan Transit Authority of Harris County, Texas ("METRO") replace certain switch rollers on its rail system with a new Ekoslide switch roller that does not require lubrication to work under existing conditions and can reduce service interruptions, even during flooding; and

WHEREAS, such Ekoslide switch rollers are the only switch rollers available that do not require any modifications to METRO's rail system and IAT International Inc. is the sole manufacturer of Ekoslide switch rollers; and

WHEREAS, in light of the foregoing, management recommends that METRO execute a sole source contract with IAT International Inc. to purchase three hundred (300) Ekoslide switch rollers for METRO's rail system, with a maximum contract amount of \$143,900.

NOW, THEREFORE, BE IT RESOLVED THAT:

Section 1. The METRO Board of Directors hereby authorizes the President & CEO to negotiate and execute a sole source contract with IAT International Inc. to provide three hundred (300) Ekoslide switch rollers for METRO's rail system, with a maximum contract amount of \$143,900.

Cydonii Fairfax

Executive Vice President & General Counsel

PASSED this 26<sup>th</sup> day of September, 2019 APPROVED this 26<sup>th</sup> day of September, 2019

ATTEST:

Reca Perry

**Assistant Secretary** 

Carrin F. Patman

AUTHORIZING THE CHAIR OF THE BOARD TO NEGOTIATE AND EXECUTE A CONTRACT MODIFICATION WITH THOMAS C. LAMBERT TO CONTINUE HIS EMPLOYMENT AS THE METRO PRESIDENT & CHIEF EXECUTIVE OFFICER, AND MAKING FINDINGS AND PROVISIONS RELATED TO THE FOREGOING SUBJECT

WHEREAS, Thomas C. Lambert has served as the President & Chief Executive Officer of the Metropolitan Transit Authority of Harris County, Texas ("METRO") since January 1, 2013; and

WHEREAS, the METRO Board of Directors ("Board of Directors") has considered the background, skills and qualifications of the person who will serve as an effective and capable leader of METRO; and

WHEREAS, the existing contract with Thomas C. Lambert includes an option to extend his employment; and

WHEREAS, the Board of Directors wishes to exercise an option to extend the employment contract with Thomas C. Lambert for his continued service as the METRO President & Chief Executive Officer.

NOW, THEREFORE, BE IT RESOLVED THAT:

Section 1. The Board of Directors hereby authorizes the Chair of the Board to negotiate and execute the terms and conditions of the option to extend the contract with Thomas C. Lambert to continue his employment as the METRO President & Chief Executive Officer, consistent with the terms and conditions discussed by the Board of Directors.

Cydonii Fairfax

Executive Vice President & General Counsel

PASSED this 26<sup>th</sup> day of September, 2019 APPROVED this 26<sup>th</sup> day of September, 2019

ATTEST:

Reca Perry
Assistant Secretary

Carrin F. Patman