

A RESOLUTION

APPOINTING JESSICA GONZALEZ AS AN ASSISTANT SECRETARY OF THE METRO BOARD OF DIRECTORS, AND MAKING FINDINGS AND PROVISIONS RELATED TO THE FOREGOING SUBJECT

WHEREAS, Article II, Section 11 of the Metropolitan Transit Authority of Harris County, Texas (“METRO”) Bylaws provides that the METRO Board of Directors (“Board of Directors”) may appoint one or more Assistant Secretaries, either members or non-members of the Board of Directors, who shall serve until their successor is appointed; and

WHEREAS, an Assistant Secretary performs the same duties as the Secretary of the Board of Directors, such as having custody of the seal, maintaining the permanent records of proceedings and transactions of the Board of Directors, keeping minutes of official meetings, making sure that notices are properly posted and performing other related duties of a Secretary; and

WHEREAS, management recommends that the Board of Directors appoint Jessica Gonzalez to serve as an Assistant Secretary of the Board and remove all prior designations of Assistant Secretary except for the following individuals:

Aracely Alonso
Rosa E. Diaz
Cydonii V. Fairfax
Sofia Simien

NOW, THEREFORE, BE IT RESOLVED THAT:

Section 1. The Board of Directors hereby appoints Jessica Gonzalez to serve as an Assistant Secretary of the Board and removes all prior designations of Assistant Secretary except for the following individuals:

Aracely Alonso
Rosa E. Diaz
Cydonii V. Fairfax
Sofia Simien

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.



Cydonia V. Fairfax

Executive Vice President & General Counsel

PASSED this 28th day of July, 2022

APPROVED this 28th day of July, 2022

ATTEST



Rosa Diaz

Assistant Secretary



Sanjay Ramabhadran

Chair

A RESOLUTION

ACCEPTING THE JULY 2022 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 July 2022; 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 June 30, 2022, the July 2022 Sales & Use Tax Report, the June 2022 Investment Report, the June 2022 Debt Report, the June 2022 Monthly Performance Report, and the Monthly Report of the Interim Chief Financial Officer dated July 21, 2022 (collectively, the “Finance and Audit materials”); and


WHEREAS, the Board of Directors has reviewed such materials, including the June 2022 Investment Report.

NOW, THEREFORE, BE IT RESOLVED THAT:

Section 1. The Board of Directors hereby accepts the July 2022 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 June 2022 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 28th day of July, 2022
APPROVED this 28th day of July, 2022

ATTEST:


Rosa Diaz
Assistant Secretary




Sanjay Ramabhadran
Chair

A RESOLUTION

AUTHORIZING THE PRESIDENT & CEO TO EXECUTE A CONTRACT WITH CAPE EQUIPMENT & SERVICES DBA LSS DIGITAL PRINT FINISHING SYSTEMS FOR A 45" GUILLOTINE PAPER CUTTER AND TO PROVIDE RELATED TRAINING AND MAINTENANCE SERVICES, AND MAKING FINDINGS AND PROVISIONS RELATED TO THE FOREGOING SUBJECT

WHEREAS, the Metropolitan Transit Authority of Harris County, Texas ("METRO") requires one (1) 45" guillotine paper cutter and related training and maintenance services to increase production for schedules, booklets, pamphlets, brochures, and other public informational pieces; and

WHEREAS, METRO issued an Invitation for Bids for such 45" guillotine paper cutter and related training and maintenance services and Cape Equipment & Services dba LSS Digital Print Finishing Systems 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 Cape Equipment & Services dba LSS Digital Print Finishing Systems to provide one (1) 45" guillotine paper cutter and these related training and maintenance services, with a maximum contract amount of \$101,800.

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 Cape Equipment & Services dba LSS Digital Print Finishing Systems to provide one (1) 45" guillotine paper cutter and related training and maintenance services, with a maximum contract amount of \$101,800.

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 J. Fairfax
Executive Vice President & General Counsel

PASSED this 28th day of July, 2022
APPROVED this 28th day of July, 2022

ATTEST:


Rosa Diaz
Assistant Secretary




Sanjay Ramabhadran
Chair

A RESOLUTION

AUTHORIZING THE PRESIDENT & CEO TO EXECUTE A CONTRACT WITH CAPE EQUIPMENT & SERVICES DBA LSS DIGITAL PRINT FINISHING SYSTEMS TO REPLACE THE MULTI-FUNCTION AUTOMATED PAPER BUCKLE FOLDER EQUIPMENT AND TO PROVIDE RELATED TRAINING AND MAINTENANCE SERVICES, AND MAKING FINDINGS AND PROVISIONS RELATED TO THE FOREGOING SUBJECT

WHEREAS, the Metropolitan Transit Authority of Harris County, Texas (“METRO”) requires the replacement of its multi-function automated paper buckle folder equipment which has reached the end of its useful life and related training and maintenance services to continue automating the folding process for schedules, booklets, pamphlets, brochures and other public informational pieces; and

WHEREAS, METRO issued an Invitation for Bids for such replacement multi-function automated paper buckle folder equipment and related training and maintenance services and Cape Equipment & Services dba LSS Digital Print Finishing Systems was the lowest responsive and responsible bidder of all those that submitted bids; and

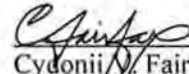
WHEREAS, management recommends that METRO enter into a three (3) year contract with Cape Equipment & Services dba LSS Digital Print Finishing Systems to provide a replacement multi-function automated paper buckle folder equipment and these related training and maintenance services, with a maximum contract amount of \$172,200.

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 Cape Equipment & Services dba LSS Digital Print Finishing Systems to provide a replacement multi-function automated paper buckle folder equipment and related training and maintenance services, with a maximum contract amount of \$172,200.

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 J. Fairfax
Executive Vice President & General Counsel

PASSED this 28th day of July, 2022
APPROVED this 28th day of July, 2022

ATTEST:


Rosa Diaz
Assistant Secretary


Sanjay Ramabhadran
Chair

A RESOLUTION

AUTHORIZING THE PRESIDENT & CEO TO EXECUTE A CONTRACT WITH RZV LTD. CO. TO PROVIDE LANDSCAPING MAINTENANCE SERVICES FOR METRO'S UNDEVELOPED PROPERTIES, AND MAKING FINDINGS AND PROVISIONS RELATED TO THE FOREGOING SUBJECT

WHEREAS, the Metropolitan Transit Authority of Harris County, Texas ("METRO") requires landscaping maintenance services for METRO's undeveloped properties including the mowing, edging and trimming of lawn areas, fence vegetation removal, and general site clean-up, to help maintain the overall aesthetic and safety of its properties; and

WHEREAS, METRO issued an Invitation for Bids for such landscaping maintenance services and RZV, Ltd. Co. was the lowest responsive and responsible bidder of all those that submitted bids; and

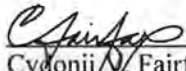
WHEREAS, management recommends that METRO enter into a three (3) year contract with two (2) options to extend the contract term for an additional one (1) year period with RZV, Ltd. Co. to provide these landscaping maintenance services for METRO's undeveloped properties, with an initial not-to-exceed contract amount of \$262,200 and a ten percent (10%) owner-controlled contingency of \$26,220.

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 two (2) options to extend the contract term for an additional one (1) year period with RZV, Ltd. Co. to provide landscaping maintenance services for METRO's undeveloped properties, with an initial not-to-exceed contract amount of \$262,200 and a ten percent (10%) owner-controlled contingency of \$26,220.

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 J. Fairfax
Executive Vice President & General Counsel

PASSED this 28th day of July, 2022
APPROVED this 28th day of July, 2022

ATTEST:


Rosa Diaz
Assistant Secretary




Sanjay Ramabhadran
Chair

A RESOLUTION

AUTHORIZING THE PRESIDENT & CEO TO EXECUTE A CONTRACT WITH RZV LTD. CO. TO PROVIDE LANDSCAPING MAINTENANCE SERVICES AT OR NEAR METRO'S RAIL LINES, AND MAKING FINDINGS AND PROVISIONS RELATED TO THE FOREGOING SUBJECT

WHEREAS, the Metropolitan Transit Authority of Harris County, Texas ("METRO") requires landscaping maintenance services for seven (7) transit centers, one (1) Park & Ride facility, and two (2) traction power substations at or near METRO's rail lines including the mowing, edging and trimming of lawn areas, fence vegetation removal, and general site clean-up, to help maintain the overall aesthetic and safety of its properties; and

WHEREAS, METRO issued an Invitation for Bids for such landscaping maintenance services and RZV, Ltd. Co. 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 term for an additional one (1) year period with RZV, Ltd. Co. to provide these landscaping maintenance services for seven (7) transit centers, one (1) Park & Ride facility, and two (2) traction power substations at or near METRO's rail lines, with an initial not-to-exceed contract amount of \$1,499,350 and a ten percent (10%) owner-controlled contingency of \$149,935.

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 two (2) options to extend the contract term for an additional one (1) year period with RZV, Ltd. Co. to provide landscaping maintenance services for seven (7) transit centers, one (1) Park & Ride facility, and two (2) traction power substations at or near METRO's rail lines, with an initial not-to-exceed contract amount of \$1,499,350 and a ten percent (10%) owner-controlled contingency of \$149,935.

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 W. Fairfax
Executive Vice President & General Counsel

PASSED this 28th day of July, 2022
APPROVED this 28th day of July, 2022

ATTEST:


Rosa Diaz
Assistant Secretary




Sanjay Ramabhadran
Chair

A RESOLUTION

AUTHORIZING THE PRESIDENT & CEO TO NEGOTIATE AND EXECUTE A CONTRACT WITH PFEIFFER & SON LTD TO PROVIDE VARIOUS TECHNICAL SUPPORT SERVICES FOR METRO'S ENTERPRISE PHYSICAL SECURITY SYSTEMS AND CABLE PLANT MAINTENANCE, AND MAKING FINDINGS AND PROVISIONS RELATED TO THE FOREGOING SUBJECT

WHEREAS, the Metropolitan Transit Authority of Harris County, Texas ("METRO") requires various technical support services for METRO's enterprise physical security systems and cable plant maintenance; and

WHEREAS, METRO issued a Request for Proposals for such technical support services and Pfeiffer & Son LTD submitted the only proposal and was determined by an evaluation committee to be responsive, responsible, and reasonably priced; 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 with Pfeiffer & Son LTD to provide these various technical support services for METRO's enterprise physical security systems and cable plant maintenance, with a maximum contract amount of \$8,154,392.98.

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 with Pfeiffer & Son LTD to provide various technical support services for METRO's enterprise physical security systems and cable plant maintenance, with a maximum contract amount of \$8,154,392.98.

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 N. Fairfax
Executive Vice President & General Counsel

PASSED this 28th day of July, 2022
APPROVED this 28th day of July, 2022

ATTEST:


Rosa Diaz
Assistant Secretary




Sanjay Ramabhadran
Chair

A RESOLUTION

AUTHORIZING THE PRESIDENT & CEO TO NEGOTIATE AND EXECUTE A SOLE SOURCE CONTRACT WITH GENERAL STEEL PRODUCTS CO., INC. TO PROVIDE REPAIR SERVICES FOR THE GENTEX BUS SCAFFOLDING SYSTEMS AT METRO'S FALLBROOK AND KASHMERE BUS OPERATING FACILITIES, AND MAKING FINDINGS AND PROVISIONS RELATED TO THE FOREGOING SUBJECT

WHEREAS, the Metropolitan Transit Authority of Harris County, Texas ("METRO") requires repair services for the Gentex bus scaffolding systems at METRO's Fallbrook and Kashmere bus operating facilities; and

WHEREAS, General Steel Products Co., Inc. is the original equipment manufacturer of the Gentex bus scaffolding systems and parts for repair and the only vendor certified to provide repair services to these Gentex bus scaffolding systems; and

WHEREAS, based on the foregoing, management recommends that METRO enter into a sole source contract with General Steel Products Co., Inc. to provide these repair services for the Gentex bus scaffolding systems at METRO's Fallbrook and Kashmere bus operating facilities, with a maximum contract amount of \$111,195.

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 General Steel Products Co., Inc. to provide repair services for the Gentex bus scaffolding systems at METRO's Fallbrook and Kashmere bus operating facilities, with a maximum contract amount of \$111,195.

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 W. Fairfax

Executive Vice President & General Counsel

PASSED this 28th day of July, 2022

APPROVED this 28th day of July, 2022

ATTEST:



Rosa Diaz

Assistant Secretary



Sanjay Ramabhadran

Chair

A RESOLUTION

AUTHORIZING THE PRESIDENT & CEO TO NEGOTIATE AND EXECUTE A SOLE SOURCE CONTRACT WITH HYPER ALERT TO PROVIDE SUPPORT SERVICES FOR THE MESSAGE NOTIFICATION SYSTEM, AND MAKING FINDINGS AND PROVISIONS RELATED TO THE FOREGOING SUBJECT

WHEREAS, the Metropolitan Transit Authority of Harris County, Texas (“METRO”) requires support services for METRO’s existing message notification system with Hyper Alert for employees to receive emergency-related and other communications; and

WHEREAS, Hyper Alert developed and manufactured the proprietary message notification system and is the only vendor that can provide support services for such system; and


WHEREAS, based on the foregoing, management recommends that METRO enter into a five (5) year sole source contract with Hyper Alert to provide these support services for the existing message notification system so METRO employees can receive emergency-related and other communications, with a maximum contract amount of \$136,250.

NOW, THEREFORE, BE IT RESOLVED THAT:

Section 1. The METRO Board of Directors hereby authorizes the President & CEO to negotiate and execute a five (5) year sole source contract with Hyper Alert to provide support services for the existing message notification system so METRO employees can receive emergency-related and other communications, with a maximum contract amount of \$136,250.

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 28th day of July, 2022
APPROVED this 28th day of July, 2022

ATTEST:


Rosa Diaz
Assistant Secretary




Sanjay Ramabhadran
Chair

A RESOLUTION

AUTHORIZING THE PRESIDENT & CEO TO NEGOTIATE AND EXECUTE A CONTRACT MODIFICATION WITH ENTERPRISE FLEET MANAGEMENT FOR THE LEASE OF ADDITIONAL NON-REVENUE SUPPORT VEHICLES, AND TO INCREASE THE MAXIMUM CONTRACT AMOUNT, AND MAKING FINDINGS AND PROVISIONS RELATED TO THE FOREGOING SUBJECT

WHEREAS, pursuant to Resolution 2018-119, the Metropolitan Transit Authority of Harris County, Texas ("METRO") entered into a five (5) year contract with Enterprise Fleet Management for the lease of fifty-four (54) non-revenue vehicles; and

WHEREAS, pursuant to Resolutions 2019-114 and 2020-156, METRO added sixty-two (62) non-revenue support vehicles to the lease and increased the maximum contract amount for the additional vehicles; and

WHEREAS, METRO requires additional non-revenue support vehicles to support METRO's safety, rail, and bus operations; and


WHEREAS, management recommends that METRO execute a modification of its existing contract with Enterprise Fleet Management to add fifteen (15) non-revenue support vehicles to the lease, increasing the total number of vehicles to one hundred and thirty-one (131), and to increase the maximum contract amount by an initial not-to-exceed contract amount of \$558,693 and a ten percent (10%) owner-controlled contingency of \$55,869, resulting in a new maximum contract amount of \$3,412,908.

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 Enterprise Fleet Management to add fifteen (15) non-revenue support vehicles to the lease, increasing the total number of vehicles to one hundred and thirty-one (131), and to increase the maximum contract amount by an initial not-to-exceed contract amount of \$558,693 and a ten percent (10%) owner-controlled contingency of \$55,869, resulting in a new maximum contract amount of \$3,412,908.

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 W. Fairfax

Executive Vice President & General Counsel

PASSED this 28th day of July, 2022

APPROVED this 28th day of July, 2022

ATTEST:



Rosa Diaz
Assistant Secretary



Sanjay Ramabhadran
Chair

A RESOLUTION

APPROVING METRO'S FY2022 TITLE VI MONITORING OF SERVICE REPORT AND AUTHORIZING THE PRESIDENT & CEO TO SUBMIT THE REPORT TO THE FEDERAL TRANSIT ADMINISTRATION, AND MAKING FINDINGS AND PROVISIONS RELATED TO THE FOREGOING SUBJECT

WHEREAS, pursuant to Resolution 2021-74, the Metropolitan Transit Authority of Harris County, Texas ("METRO") submitted its FY2021 Title VI Monitoring of Service Report to the Federal Transit Administration to ascertain METRO's compliance with the U.S. Department of Transportation's Title VI regulations and the FTA Circular 4702.1B (the "Circular"); and

WHEREAS, the FTA reviewed METRO's FY2021 Title VI Monitoring of Service Report and recommended adjustments in the parameters used to designate services as minority or non-minority which management has incorporated resulting in an increase number of local and Park & Ride services classified as minority; and

WHEREAS, management performed the requisite monitoring of its transit service standards and policies using the new parameters and FY2022 data, and the monitoring results are attached hereto as Exhibit A (the "FY2022 Title VI Monitoring of Service Report"); and

WHEREAS, an analysis of the FY2022 Title VI Monitoring of Service Report indicates that there was no aggregate level disparate impact or disproportionate burden in passenger loads – service standards, on-time performance, transit amenities or bus stop spacing in any service category but there was a disparate impact in passenger loads on light rail, vehicle headway on local and Park & Ride bus, and vehicle aging on light rail and a disproportionate burden in vehicle headway on local and Park & Ride bus, and vehicle aging on Park & Ride bus; and

WHEREAS, management has proposed mitigating strategies to address these disparate impact and disproportionate burden findings as outlined in the attached Exhibit A; and

WHEREAS, on July 21, 2022, the METRO Board of Directors' Public Safety, Customer Service and Operations Committee (the "Committee") was briefed on the FY2022 Title VI Monitoring of Service

Report, and following their review and discussion on the matter, a consensus was reached among Committee members to recommend that the Board approve the FY2022 Title VI Monitoring of Service Report; and


WHEREAS, in light of the foregoing and following the METRO Board of Directors' review and consideration of the FY2022 Title VI Monitoring of Service Report, including the actions taken to mitigate the identified disparities, the Board desires to approve such report, and authorize its submission to the FTA.

NOW, THEREFORE, BE IT RESOLVED THAT:

Section 1. The Board of Directors hereby approves the FY2022 Title VI Monitoring of Service Report attached hereto as Exhibit A and authorizes the President & CEO to submit the report to the FTA.

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 W. Fairfax
Executive Vice President & General Counsel

PASSED this 28th day of July, 2022
APPROVED this 28th day of July, 2022

ATTEST:


Rosa Diaz
Assistant Secretary

The seal of the Metropolitan Transit Authority is circular. The outer ring contains the text "METROPOLITAN TRANSIT" at the top and "AUTHORITY" at the bottom. In the center, the word "METRO." is written in a bold, sans-serif font.


Sanjay Ramabhadran
Chair