MEETINGS OF THE
Boards of Directors

Joint Meeting
Valley Metro RPTA and
Valley Metro Rail

Valley Metro
RPTA

Valley Metro
Rail

Date:
January 21, 2021

Starting Time
11:15 a.m.

Meetings to occur sequentially

Location:
Valley Metro
Via Webex
Phoenix

Valley Metro is not accepting visitors at this time. Please join the Board meeting via You Tube.

If you require assistance accessing the meetings on the 10th floor, please go to the 14th floor or call 602.262.7433.
January 14, 2021

Joint Meeting Agenda
Valley Metro RPTA
And
Valley Metro Rail
Thursday, January 21, 2021
Webex/Phone
11:15 a.m.

Action Recommended

1. Public Comment (yellow card)
   Public comment is being taken in written format and will be entered into the official minutes of the meeting.

2. Chief Executive Officer's Report
   Scott Smith, CEO, will brief the Boards of Directors on current issues.

3. Minutes
   Minutes from the November 19, 2020 Joint Board meeting are presented for approval.

CONSENT AGENDA

4A. IT Project Management Consulting Services
    Staff recommends that the Boards of Directors authorize the CEO to purchase consulting services through GMI for an amount not to exceed $87,400 for FY 2021.

4B. 2021 Valley Metro Federal Public Transportation Agenda
    Staff recommends that the Boards of Directors approve the 2021 Federal Public Transportation Agenda.
REGULAR AGENDA

5. **Light Rail Single-track Operations Plan for Downtown Phoenix Hub Construction**

Staff will provide an overview of the plan for light rail operations and communications during single-track operations required for the construction of the South Central Extension/Downtown Hub (SCE/DH) track tie-in connections in downtown Phoenix.

6. **Travel, Expenditures and Solicitations**

The monthly travel, expenditures and solicitations for Valley Metro RPTA and Valley Metro Rail are presented for information.

7. **Future Agenda Items Request and Update on Current Events**

Chairs Edwards and Heredia will request future agenda items from members, and members may provide a report on current events.

8. **Next Meeting**

The next meeting of the Joint Boards is scheduled for Thursday, March 18, 2021 at 11:15 a.m.

Qualified sign language interpreters are available with 72 hours notice. Materials in alternative formats (large print or flash drive) are available upon request. For further information, please call Valley Metro at 602-262-7433 or TTY at 602-251-2039. To attend this meeting via teleconference, contact the receptionist at 602-262-7433 for the dial-in-information. The supporting information for this agenda can be found on our web site at [www.valleymetro.org](http://www.valleymetro.org).
DATE
January 14, 2021

SUBJECT
Public Comment

PURPOSE
Public comment is being taken in written format and will be entered into the official minutes of the meeting.

COST AND BUDGET
None

RECOMMENDATION
This item is presented for information only.

BACKGROUND | DISCUSSION | CONSIDERATION
None

COMMITTEE PROCESS
None

CONTACT
Scott Smith
Chief Executive Officer
602-262-7433
ssmith@valleymetro.org

ATTACHMENT
None
Information Summary

DATE
January 14, 2021

SUBJECT
Chief Executive Officer’s Report

PURPOSE
Scott Smith, Chief Executive Officer, will brief the Joint Boards on current issues.

COST AND BUDGET
None

RECOMMENDATION
This item is presented for information only.

BACKGROUND | DISCUSSION | CONSIDERATION
None

COMMITTEE PROCESS
None

CONTACT
Scott Smith
Chief Executive Officer
602-262-7433
ssmith@valleymetro.org

ATTACHMENT
None
Minutes

January 14, 2021

Agenda Item 3

Board of Directors
Thursday, November 19, 2020
Lake Powell Conference Room
101 N. 1st Avenue, 10th Floor
11:15 a.m.

RPTA Meeting Participants
Councilmember Jon Edwards, City of Peoria (Chair) (phone)
Councilmember Francisco Heredia, City of Mesa (Vice Chair) (phone)
Mayor Kate Gallego, City of Phoenix (Treasurer) (phone)
Councilmember Clay Goodman, City of Buckeye (phone)
Mayor Kevin Hartke, City of Chandler
Mayor Alexis Hermosillo, City of El Mirage (phone)
Councilmember Mike Scharnow, Town of Fountain Hills
Councilmember Lauren Tolmachoff, City of Glendale (phone)
Councilmember Jared L. Taylor, Town of Gilbert (phone)
Vice Mayor Bill Stipp, City of Goodyear (phone)
Supervisor Jack Sellers, Maricopa County
Councilmember Jon Edwards, City of Peoria (phone)
Councilmember Susanne Klapp, City of Scottsdale (phone)
Councilmember Roland F. Winters Jr., City of Surprise (phone)
Mayor Michael LeVault, Town of Youngtown (phone)

Members Not Present
City of Avondale
Mayor Gail Barney, Town of Queen Creek
Councilmember Robin Arredondo-Savage, City of Tempe
Councilmember Linda Laborin, City of Tolleson
Mayor Rui Pereira, Town of Wickenburg

Valley Metro Rail Participants
Councilmember Francisco Heredia, City of Mesa (phone) (Chair)
Mayor Kate Gallego, City of Phoenix (phone) (Vice Chair)
Mayor Kevin Hartke, City of Chandler (phone)

Chair Edwards called the meeting to order at 11:15 a.m. The Pledge of Allegiance was recited.
Chair Edwards said We will be making an adjustment to the agenda. Directly following the CEO report, the Board will consider Action Item 6, the Minutes and Action Item 7, the Consent Agenda.

For today’s meeting, public comments are being taken in a written format and will be entered into the official minutes of the meeting.

2. Chief Executive Officer’s Report

Mr. Smith said thank you, Mr. Chair and once again, thanks to all of you in the study session for your great comments and suggestions.

You know, we at Valley Metro, we have among our staff what we call shifting gear moments and are these are things where people really show up and go beyond the call of duty to do things. And last night we had an incident out in Mesa with our light rail where it really showed what our staff is made of. And slide, if you want to. We had a train that actually derailed. They had a switch plate and popped up and caused the vehicle to derail. This happened very, late at night when most of our staff are, of course, not on site. We do have emergency staff there, but our incident team is on 24/7 call and they got up, left their homes, and in about an hour from the time that it first happened, they lifted -- as you can see on the right side, these are not light or small, even though they are light rail, they are not light. And they gathered together from all parts of the Valley from their homes and from the OMC and put this back to the track so that it could -- our train service could continue. There were no injuries or anything so it was a minor derailment, but when trains off the rail, it's off the rail cannot go anywhere so. I just want to tell our OMC and point out this shifting gear moment and let you know how proud we are of them for the work that they do.

Second thing I’d like to talk about is if you recall several months ago, the Board approved the purchase of a new vehicle for us and that is a commuter coach. If you will remember, we bought this be not because it was a novelty, but because it actually will allow us to serve our commuter passengers which is a premium service at a lower cost than our existing buses do. We had the first MCI commuter coach arrive. These buses will be deployed on both East Valley and West Valley Express routes beginning next year. We are training our drivers and our maintenance personnel on the new thing and during the time that we did the test period last year, got very, very positive comments from our riders. And I'm looking forward to putting this into service because you can see they are good looking vehicles, they are good-looking buses and I think they will add to the premium service that we have.

Next, I’d like to tell you that our staff is out and about, and we have not slowed down in our efforts to battle this pandemic that we are in the middle of. We have delivered -- we are going to be delivering, approximately, 25,000 face coverings to passengers to make
sure that we have compliance on our buses and trains and paratransit to help make sure that everybody has face coverings. Most of these face coverings were provided by the FTA through their program and we had staff that came in and, believe it or not, broke down huge boxes of, literally, thousands of these face coverings and put them into individual packets and you can see our staff out there handing out. They are handing them out on both bus and rail, transit centers, and stops to make sure that we cover everyone and we are just one of -- once again, encourage everybody, if you're not distanced from anyone else and I am very distanced in the Boardroom here, please put our face mask on. Let's help it out.

Let's go to the next one. As you can see, we are still continuing with our enhanced cleaning services on both buses and light rail and even though science has said that this virus is more airborne than it is contact, we are not taking any chances and we are continuing to clean buses, to wipe them down. It's just good sanitary procedure and we're still doing that until we can get some better information that we shouldn't. We want to make sure our staff and our passengers have the highest level of protection so we appreciate our staff for continuing to do that.

It is -- next week is Thanksgiving. I know it's -- since it was what 93 yesterday something like that, it's hard to imagine that we are in Thanksgiving. That means the Christmas time is and the holiday season begins. Every year, we do bus and train wraps. This year our holiday bus and train wrap was actually developed in house by our graphic designer, Susan Nunez. And as you can see, very, very nice. It says Merry Everything and a Happy Always. We're very committed to specific thing here. I want to make sure we cover all. For those of our Spanish speaking, it's Alegria en Todo Felizidad para Siempre. I just want to make sure we are covered in both English and Spanish. You will see this on bus -- a couple buses and light rail throughout the holiday season and we are very, very proud that Suzanne and her good work that she has done and wish everyone a happy holiday.

You see our upcoming meetings. We have talked about having a, perhaps, a study session in December and I'll leave that to Paul because when he has his budget presentation. We can decide whether we are going to need to get together in December to have further discussions. Other than that, we will be back here in January meeting still on Webex.

And last, but certainly, not least, I want to personally give my thanks and hope you will all join in thanking Councilmember Suzanne Klapp. This will be her last official Valley Metro Board meeting. And Councilmember Klapp ends 12 years of service on the Scottsdale City Council. She has been an incredible supporter of Valley Metro and of transit in the region and transportation in general. A real shining star. Suzanne, I hope I'm embarrassing you because you have deserved every bit of it. We are thankful for your service. I'm thankful to have been able to work with you for many years especially the last almost six years here at Valley Metro and am grateful for your service and wish
Councilmember Klapp said I don't have much to say other than thank you for the kind words. I've really enjoyed the time I've worked on this Committee and, of course, as I mentioned before, on the study session, I'm also on the TPC group for MAG as well. It's been a great experience. I hope to pass on some of my knowledge to whomever may replace me on this particular board. We will see. I don't know who that will be at this particular point, but you can call on me if you want to help in educating. I'm happy to do that because I think the work of Valley Metro is extremely important as well as all the work that takes place in MAG that deals with transportation. So, thank you so much.

Mr. Smith said thank you and this is one of the times that I am really sorry that we are not here in person so we couldn't show you our real appreciation. I guess, the computer screen will have to do for right now. But thank you and good luck and believe me, we hope you continue to be involved in the regional discussion as we saw, there's a lot to be talked about and a lot to be decided and I hope you play a big role in that. So, thank you. And Mr. Chair, that's my report.

Councilmember Klapp said well, thank you so much. I appreciate that and I really am sincere that if anybody needs some help in the future, I'm still around, I'm not dead. Mr. Chair said thank you.

6. Minutes

Chair Edwards said the minutes from the October 22, 2020 Joint Board meeting are presented for approval.

Mr. Chair said I'm looking for a motion and a second to approve the revised October 22, 2020, Joint Board meeting minutes.

IT WAS MOVED BY MAYOR HARTKE, SECONDED BY MAYOR HERMOSILLO AND UNANIMOUSLY CARRIED TO APPROVE THE OCTOBER 22, 2020 JOINT BOARD MEETING MINUTES.
7A. Operations Cleaning Services Contract Award

7B. Landscaping Services Contract Award

Mr. Chair said the consent agenda is presented for action. Is there any Board member that has any questions or any items that need to be pulled for separate discussion? Seeing none. Can I have a motion and a second on the Consent Agenda?

**IT WAS MOVED BY COUNCILMEMBER WINTERS, SECONDED BY COUNCILMEMBER TOLMACHOFF AND UNANIMOUSLY CARRIED TO APPROVE THE CONSENT AGENDA.**

3. **COVID-19 Update – CARES Allocation and Revenue Review for FY22**

Mr. Smith said thank you, Mr. Chair. As I present this and Paul Hodgins is going to give the presentation, I'd like you to sort of do a major shift. I remember one time I was at a tasting meal and I don't know. Many of you have done this, where between the different dishes they actually handed around this small little cup of, I thought it was ice cream and they said it was sorbet. And I go what is the sorbet for. They said, well it's sort of to cleanse your palette. So as you move from one course to the next course, you can start out a fresh without having a carryover. Well, if we were all together, I'd be handing out sorbet right now because we're making a major shift.

We spent an hour almost, a little over an hour talking about the future and about the finances and about revenues and when we talked about the Prop 400 Extension. And now we're going to shift next year into the present. What we're dealing with right now. And while those two there is no doubt they are connected, but they are really very different discussions and a very different mindset.

We started out this process back in March and April when we were hit with something that none of us have ever experienced and that was this pandemic, and we had no idea what was in front us of us. We just knew it was bad. And, at that time, the discussion was -- the real concern and the fear was of what the financial impact would be on all of us. Congress acted and they enacted the CARES Act, thank heavens, and provided us with a backstop to handle what everyone projected would be a significant, financial losses across the board.

We're now seven, eight months down the track and I think it's important and what the Board asked us to do is to come back now and let's look and see where we are now. What has changed? What's been the change? And how have we allocated these CARES money? This is a big question we have is that this CARES money that came into the region, millions and millions of dollars. How we allocated that. So, I'd like you, first of all, to get away from the Prop 400 Extension, but also, we have gone the last several months still based on our March and April discussions and what I'd like you to
do is, Paul talks about it, is to put yourself today. Because we really need to look and see what are we going to do going forward?

Before we get going on this, I want to make one thing clear. And that is that it came up clear through a few meetings that we have had and that is the discussion on service levels. During the pandemic, we have maintained service levels at Valley Metro with a few exceptions and those exceptions have been based not on finances because we had CARES and other things, but, basically, on ridership. For example, Express routes where there were no riders, and on our ability to put service on the street. That is especially on the rail. Where we have COVID, we have other things, and sometimes, it's been a real chore to make sure we have service on the street. These have not been driven by finances. That is not the primary reason and in a lot of the discussion that's come forward, we sort of mixed those two.

So as Paul goes through his thing, recognize that while finances, obviously, are very important, they have not been the driving factor in our decisions to date. This comes especially important as we look into the future as to say what happens when the CARES Act money runs out and that will -- we've always pointed to the beginning of fiscal '22 to see what happens.

Five months ago, we were envisioning a cliff. We were envisioning falling off this cliff and seeing wow what do we do then? That was when we were thinking about how the general financial situation would be dire. I think what Paul will show you is that that's changed a little bit and we would like you to just think in that mode as we take in the data that he has to present and how we utilize that in planning for the future. With that, I'm going to turn it over to Paul and he can get on with the presentation. Paul.

Mr. Hodgins said thank you, Mr. Smith. Mr. Chair, members of the Board. I do to want talk through a little bit on the CARES Act and how it was allocated in the region, how it came to Valley Metro and how we are using it just following up on some of the questions that came up at the last Board meeting.

So from a high level, as Scott mentioned, the CARES Act was passed, provided $25 billion for public transportation and it was really to support ongoing operations, to maintain the work force, to address any economic conditions so losses in fare revenues, losses in local sales taxes, those types of things. FTA allocated it using existing formulas to regions, to urbanized areas, as defined by the Census Bureau which we have two in our region, two urbanized areas, but also to some non-urbanized areas and those funds go to ADOT.

So, the funds that came to our region, to the urbanized areas, Phoenix-Mesa and Avondale-Goodyear, those were all programmed by MAG and MAG went through a process to create allocations to local operators. Not necessarily to cities and agencies that fund service, but those that operate service. And ADOT did the same thing. So
funds that came for non-urbanized or for rural areas, they have allocated those funds to rural operators.

If you go to the next slide. So, MAG went through a process to identify how to apportion for, first for the Phoenix-Mesa urbanized area, it was $188 million that came in. They did a two-part allocation. The first was to separate rail and non-rail. We call it bus, but it's bus and paratransit really. So, they allocated $45 million for rail and $143 million for bus. And then you can see within -- below that each of the operators. So, Valley Metro Rail being the rail operator and then the cities of Glendale, Peoria, Phoenix and Scottsdale received allocations and also Valley Metro RPTA.

For the Avondale-Goodyear urbanized area, basically, the same process, but no rail in that urbanized area so the apportionment of $9.6 million was allocated. There was a piece for the City of Goodyear, City of Phoenix, and also to Valley Metro for the bus services that are operated in that area.

Then with ADOT, there's $41.7 million statewide. They use their current list of operators that receive assistance through the 5311 program, that's FTA's Rural Assistance Program and just allocated those funds pro rata based on how their normal allocation goes. So, Valley Metro RPTA received just a little over $890,000 to support the Route 685, our rural route, from Ajo and Gila Bend.

So once those allocations came to Valley Metro, on the RPTA side, we sub-allocated based on the modes that we operate. So, we set aside about a million dollars for the van pool program and then the remainder, we split 85 percent to our fixed route services and 15 percent to our demand services. This was after a discussion with your staff. This was done at a staff level with the Financial Working Group recognizing that demand services because they are based on demand and the demand decreased significantly, our costs reduced significantly so we agreed that perhaps a lesser share of the CARES Act was needed because we had a lower demand. So, that's why the slightly higher portion of CARES went to fixed route, but then beyond that it gets applied across the board for fixed route and demand based on how we allocate the cost for those services. And we all agreed at the staff level and we discussed this through the budget process that the majority of those funds would be used and applied in fiscal '21. So, the next slide just kind of shows how we have allocated those by service and then the amount for fiscal '21 in the Phoenix-Mesa urbanized area. Those are allocated on a per mile basis for fixed route, we have $36.4 million allocated, $34.2 million would be used in fiscal '21. I won't go through each line, but you can see kind of within each urbanized area how those get allocated and how much we have proposed to use in fiscal '21.

On the next slide, just a quick, how we apply those just so you understand how it flows. So, for fixed route and demand service because this is intended to offset our operating costs, we collect those pool of costs for fixed route and demand services, that's
paratransit and ride choice, the majority of those costs are directly related to operations and those are our contracts with First Transit, with Total Ride, Transdev, ALC, but also some of our facility maintenance and our administrative support. So, we collect those total expenses, we have to take off fare revenue, and I'll note the demand, we program that net of fare revenue, so it's already been removed from the operation services, but so we get a net cost to provide the service that's eligible for those federal funds. Then we apply those CARES Act revenues, any other federal revenues so that gets to the net cost that's really the burden on the regional PTF and local member city funds. So, you can see that the bottom line then that's locally funded is reduced by those CARES Act, so it help us to offset the loss in fare revenue and provides some relief to those local revenues.

In the next slide just is a summary by city and also the RPTA, kind of the Prop 400 services by fixed route and demand services of how those CARES Act funds then get applied and the reduction in the need for local revenues for each city for fiscal '21. Mr. Smith said so Paul, just a minute. That means each of your cities got a credit for that amount. So, the amount that you pay to Valley Metro for services was credited by either the fixed route or the demand service so you as an individual city are paying in the amount on the screen less this year than you would have paid in a normal year. So, the benefit of the CARES money flowed straight down to the individual jurisdictions. Mr. Hodgins said the VMR allocations a little more straightforward. We don't have multiple modes and urbanized areas. It's all allocated to rail operations. We didn't allocate any of it to planning or state of good repair projects. Strictly rail operations that are funded by Phoenix, Mesa and Tempe, and those are used to reduce the net amounts that are paid. And as with the RPTA side, the majority of the funds budgeted in fiscal '21.

Again, same format. We accumulate the costs, subtract fare revenues to see what's eligible, then we take off our CARES Act, we have some other federal funds, we have advertising revenue for Valley Metro rail. So, the net cost that are funded by the member cities are just over $10 million for fiscal '21 so you can see that the relief provided to the cities on local funding needed for rail service in fiscal '21. And the last slide here just showing the allocation then. Costs are allocated for rail based on a track mileage basis so we allocate the CARES Act based on track miles so you can see the amount that's allocated to each of the cities supporting rail operations. So that was just a quick walkthrough the CARES Act, if there are any questions, I'd be happy to answer them.

Chair Edwards said anybody have any questions?

Mr. Hodgins said okay. If not, I want to talk briefly about some of the local revenues outlook. The Audit and Finance Subcommittee asked us to kind of reach out to the cities and get a feel for what's happening with local revenues not just our regional Prop 400 revenues to see how they're impacted by the pandemic. So, we did that, we had
responses from ten cities, ten of our members, we would be happy to continue to take responses and continue to get updates. But our first look at the responses from those cities, from back in, you know, May, June time frame when budgets were being developed, that the cities were forecasting an average decrease, and this is not a weighted average just a straight average of the responses, a decrease of 2.6 percent in their revenues from the fiscal '20 actuals.

Again, that was the budgeted amount and there was a range there anywhere from an increase of 2.5 percent to a decease, I believe, 7 percent was the largest decrease. So a wide variety there or a wide range, excuse me, but as we've seen for the first few months of fiscal '21, our revenues are actually coming in higher than anticipated and that's pretty much true of all of the cities. And so, we have a quick summary of some of the cities that have the dedicated sales taxes looking at Glendale, Phoenix, and Tempe. For the first a couple of months, the average, again, not a weighted average just straight average is about an increase of about 4.1 percent. Our PTF revenues, the Prop 400 revenues, for the first four months and we do have four months of revenues, now, are up, significantly, much higher than any of the other revenue sources. So, we're about 10 -- almost 11 percent above our fiscal '20 for the same time period that's $5.7 million and 9.6 percent above our budgeted amount that's $5.1 million.

So just last slide here looking at it from a graphical perspective, again, those Glendale, Phoenix, and Tempe. You can see Glendale and Tempe were both forecasting reductions at various levels. Phoenix and our Valley Metro were forecasting slight increases. In all cases, those increases or, excuse me, the actual revenues coming in are higher than what was projected at various levels. You can see that the 10 percent with the Prop 400 funds significantly higher than any of the other cities, but the point here really is that the revenue side is performing better than expected. If the revenues continue this way with the Prop 400, we would not expect to budget any service reductions from -- for budget reasons next year. But, again, as -- to go back to what Mr. Methvin said during the study session and we've heard from Councilmember Arredondo-Savage every city's budget situation is a little different. While it's positive that revenues are coming in a little higher than projected that's still only half the budget equation. So, we will continue to work with the cities, with your staff to address each city's budget situation whether it's service reductions whether it's contingency planning in case our revenues take a turn for the worse and start declining. So, we continue down this path to ensure that we can address all of the cities needs moving into fiscal '22.

And the last point. We will continue to collect updated data from all the cities, report back to the AFS on the revenue situation and budget situation. Our Service Planning team continues to work with your cities and your staff to develop some of those contingency plans and we will keep the AFS updated.

The one question I did have. There was some question last month about discussing our budget situation or budget planning for fiscal '22, perhaps, at a study session in
December. I'd like to recommend that we do that in January so we don't have to bring everyone in just for a study session, but also, we will have six months of revenue data for Prop 400 and hopefully four or five months from the local cities and maybe, get some input from other cities so we can get a better picture of the overall revenue situation in the region. We will be a little farther down the road with our Service Planning team in looking at contingency planning so I think it would be -- January would be a better opportunity for us to provide a more detailed presentation to the Board. But

Chair Edwards said, I'll leave that up to the Board. If they prefer to keep December, we can do that, but I would recommend January. Thank you.

Chair Edwards said thank you, Paul. Yeah. I don't have a problem with doing a study session in January. Is there anybody else who has any comments or concerns of not having it in January? Okay. I don't hear any so Scott. So, let's go ahead and put that on a study session for January.

Mr. Smith said okay. We will do that, Mr. Chair.

Mr. Chair said thank you. Is that it for the COVID update, Scott?

Mr. Smith said I believe that's it. Just to reiterate what Paul said. Right now, we are looking at where we are. We don't pretend to have a crystal ball looking forward, but I am feeling much better about our overall financial situation then I did last March April. We are not, at least at the staff level, we are not now planning any service cuts for financial reasons based on our financial situation. But we are keeping a wary eye because we recognize that this could change given the current condition, it could change quickly and so we are creating contingency plans just like we did back in March and April we're -- service contingency plans, in case, the financial causes us to look at service changes due to financial reasons.

We always have the plan that we presented to you because we're always faced with the fact that because of the pandemic, we may have to adjust service for non-financial reasons which would mean workforce availability. And that's always a challenge for us. We have been so fortunate so far that our workforce has not been significantly impacted by the pandemic, but we always have a few people out here and there and thank heavens, knock on wood, that hasn't been hit hard, but that could change at any time. So just to let you know, we're taking a two-track mode to this. Financial purposes, we're holding the course because we don't see the need at this time, but we're developing contingency plans just in case. And on the non-financial meaning the workforce and the service related, we continue to have our contingency plans in case we have pandemic-related challenges with putting service out.
So that's the planning that we are going through right now related to COVID.

Chair Edwards said said perfect. Thank you. Does anybody have any comments or questions?

Mr. Methvin said thank you. Again, Steven Mr. Methvin, City of Tempe. Mr. Smith, how do we go about making sure that our language is matching? You know, and I understand and agree with the way you phrased this and that is Valley Metro is not making any service cuts for financial reasons. Tempe is making service cuts for financial reasons so and I just want to make sure that when we communicate our talking points that we use that we don't confuse our ridership because Tempe residents and residents from surrounding communities are going to see some changes to service in our city. So, I'm asking for your help more than asking to change that. How do we make sure that our language matches?

Mr. Smith said that's a great question, Steven. I appreciate that and I think from the last presentation -- I'm going to violate my own rule and undo the sorbet and go back to our Prop 400. I think one of the things that really jumped out at me is the nature of how we fund and determine our transit services.

And what we've tried to do is realize that communication is a challenge. Valley Metro as an entity does not determine service levels around the Valley expect for the routes and the funds that we control. As you saw, only 30 percent of transit services in the Valley are actually funded by Valley Metro, so when I say Valley Metro, I'm talking about our stewardship over that pot of money. And right now, we're fine with that pot of money. On the other hand, we have individual cities who cover the 70 percent. They do have a say in the service levels that we're providing. So, when I use the words that's Valley Metro, it does get confusing. I'm talking about the entity of the Regional Public Transportation Authority and the money that we control.

Our individual cities now will tell us what they can afford or what they are willing to pay or continue to pay as their part of that 70 percent, so you brought up Tempe. If Tempe decides or is in a position where they need to reduce their portion, we, of course, as the service provider on a contract basis will adjust to meet the city's request, requirements. That does create sort of a difference and I'm hoping that for the public, I would not say this right now as a general statement, the bus service is Valley Metro to the public because it doesn't speak for Phoenix either. All their buses are branded Valley Metro, but of course, they are a separate operation. It's a challenge because I want to communicate to you, the Board, as to what you control as opposed to the overall transit system which has multiple impacts coming in. And I agree with you, it creates the potential for confusion.

We're going to do the very best we can to make sure that we don't -- when we're talking to the public, my message would be different than what it was right here to you the
Boards. Because you have to decide on the pot of money that you control and how much we're going to put in. Each individual city has to decide what they're going to put in and we have to mix those together to get a message to the public. I don't know if that answers your question but is it a challenge.

Mr. Methvin said it does, Mr. Smith, thank you. I think that perhaps we could ask our staffs to work on something that, you know, all cities can agree to, especially those that have are facing future reductions. Because it’s a little inside baseball and we all understand that, but when we’re talking to the user of the transit system, you know, I think most view the transit system as something that’s regionally managed, regionally funded and not funded by – Mr. Smith said right.

Mr. Methvin said -- both the region and pots of money so if we could do that I'll be fine.

Mr. Smith said yeah. And we will work -- we have this challenge, right now, because of Phoenix and Valley Metro. And the way -- because, obviously, Phoenix and what they do in their Council and because of the way their governance is set up the Council gets involved in many decisions on operations for Phoenix transit whose buses are all branded Valley Metro. That, of course, gets a lot more media attention and when the Phoenix City Council takes action, it only technically applies to the buses that are owned by the City of Phoenix, but, obviously, to the public, you know, Valley Metro is Valley Metro. And so, we coordinate very closely with Phoenix staff to make sure as much as we can that were not creating is difference of operation. Things such as front-door boarding, what we're going to do for masks, all those things we correspondent a lot with the City of Phoenix because we recognize the potential for that message to get sort of distorted.

We will do the same thing with your staff on service levels. And what goes out to the public we will not make any unilateral statements. It will be not only be us. It will be Phoenix. It will be Tempe and Goodyear and Mesa whoever else has a say in this. And we've done a pretty good job, I think, so far with the cuts that we've had based on pandemic-related items. I think we -- I feel really, proud of our staff and all your city staff for coordinating that and, I think, we will be able to accomplish that going forward. The financial situation is a little different because is as we have our discussions, we have also found that it's a difficulty because when we're treating this as a universe, we get, at our level, some really distorted discussions thinking that if Tempe's cutting that means all of Valley Metro's cutting. So, I agree with you, we do need to work and allow the service planners and our staff to do the majority of this work because that's where they are sitting in the same room or at least on the same computer screen and having these discussions. And we will on coordinate with you as best we can to make sure the message to the public is a uniform message.
Mr. Methvin said thank you, Mr. Smith. Thank you, Mr. Chair.

Chair Edwards said thank you. Does anybody else have any other questions?

Vice Mayor Stipp said, you know, I'm shocked by this conversation and I really appreciate the question because it's really valid. We spend a tremendous amount of effort and money on the Valley Metro brand and to try to split hairs between who's paying for the service reductions and whatnot, I find that just to be astonishing. We should not be disagreeing or splitting hairs about how we're going to manage this message. The end result, the last two sentences of this conversation were the most appropriate and that's trying to work together to figure out how to message this. But this is the Valley Metro brand. And if Tempe decides to close -- to stop all of their bus service that's going to have a huge impact on the Valley Metro brand just as the efforts of the City of Phoenix, rightfully so, has an impact on the entire Valley Metro brand. So, when we as the Board, talk about operating a regional transit authority, holy smokes, this is the brand that we are -- that we represent. So, I just, I guess, beg that we don't try to differentiate or split hairs by well, it's actually the City of Tempe who's cutting services not Valley Metro. This is a big deal for all of us. And granted the financial picture is not bad across the board, but Mr. -- Steven. We need to work on messaging this correctly and I want to support that 110 percent.

Mr. Methvin said thank you. Thank you for that. We have a great relationship in Tempe with Valley Metro, our staffs, our leadership so I'm confident that we will come up with the right messaging. And we often shorthand our conversion at the Management Committee level and, certainly, at the Board level, but when we start to reach out to our transit users, we need to make sure we have a very consistent message because you are 100 percent right. It gets to splitting hairs as to who is paying for what because people just need to get from point A to point B so thank you for the additional comments.

Mr. Smith said if it makes you feel any better, I will tell you that when the pandemic first came around and we did do service adjustments, there was a lot of work done by our staff and your city staff to coordinate these. Because as a you can imagine, every city was looking at how do we handle this differently? And they all were looking how will this drop in revenue affect us as an individual city? And our staff and your city staff did an amazing job in coordinating those changes because there were differences in how cities approached it. And I think the fact that none of you really, when it came down to the public announcements, I didn't get any calls from anybody saying I'm confused. That shows you that we've been through this. We have been able to coordinate the message. And I'll just give our staff a great bit of credit for being able to bridge that gap between those things that are generated at the city staff level and Valley Metro staff and what the public hears. So, we do have experience in this so far, knock on wood, we have done -- our staff has done a really good job of making sure the public is not confused that we have a unified message going out and so that -- if that give us you any
comfort going forward, it does me. Because we have been there, and we have been successful as it and we just want to keep doing what we were doing right.

Chair Edwards said thanks, Scott.

4. **Audit and Finance Subcommittee Update**

Chair Edwards said Vice Mayor Stipp, I believe you are going to be presenting today?

Vice Mayor Stipp said that's correct, Mr. Chair. Thanks. Councilmember Arredondo-Savage put me on standby, in the event that she couldn't make the meeting.

Chair Edwards said and here you are.

Vice Mayor Stipp said yeah. A lot of what Paul discussed really comes out of the conversations we have had at AFS. So, at our last meeting, we looked at the responses provided by the member agencies that Paul discussed as we look forward to 2022 and each of the jurisdictions financial positions, you know, are significantly varied. The level of coordination, obviously, between Valley Metro and the cities is very important because we recognize that in some cities, we have lower than expected revenues, in other cities we have, you know, higher revenue increases. So, the discussion about the regional impact, we're taking this from a very cautious approach going into next year while we are optimistic as Scott and Paul are, we still are very guarded going into the budget -- building the bulletin for FY22.

So, we're pursuing, and we have asked Paul and Scott to pursue a parallel path for the budget development that includes both the very optimistic projections which we hope will hold, but also a less pessimistic revenue forecast going into it so as the picture becomes clearer as we get into 2022 and now, with this second waive, that we are, actually, well prepared. I think the rest of the Board can be very, confident in what's happening both at AFS and with the staff in this parallel track.

The other item that came up in AFS was the -- we had deferred the merit increase, so the Audit and Finance Subcommittee motioned and unanimously recommended a three percent merit increase for the staff that is effective January of 2021. The proposed increase would be permanent, obviously, for future budgets. We believe that this recommendation is a real good compromise acknowledging the hard work and the commitment of the Valley Metro staff while also being very fiscally responsible during a very uncertain economic climate. And that concludes my report.

Chair Edwards said thank you, sir.
Chair Edwards said the next item is the FY 2021 first quarter budget review.

Mr. Smith said thank you, Mr. Chair. I'd like to turn it back over to Paul. We wanted -- since we do have now real numbers as it relates to the first quarter, we thought it would be prudent and the Audit and Finance Subcommittee thought it would be prudent to share with you the actual results just so you can put numbers to the things that we have been talking about sort of on a higher level as far as revenues and expenses. And I will turn it over to Paul who can go over the budget summary. Paul.

Mr. Hodgins said thank you, Mr. Smith. Mr. Chair, members of the Boards. We went through a fairly detailed overview of the first quarter with the Audit and Finance Subcommittee. We have a lot of detail in your packet if you want to refer to it. The presentation that we have today really focuses more on operations. The capital budget is dependent particularly on, you know, when fleet arrives and we pay for it and how capital projects move on, but so we wanted to just highlight some of the results from operations.

So, if I could go quickly to RPTA, the first slide. Looking at our sources of funds, the revenues. A couple of things I want to highlight. Looking at fare revenues, we came into the year knowing that with rear-door boarding and not full-fare enforcement, our fare revenue would be lower. It's significantly lower. And let me just backtrack for a second. The way we have presented the numbers here, the first column is the full fiscal '21 annual budgeted amount. So, if we look at fares, we are budgeted to receive just under $3 million. The fiscal '21 column is the first quarter actuals, so we had $522,000. The variance to the full annual budget and the percent received so for us to be right on budget that percent target would be 25 percent so anything less than that on the revenue side is unfavorable, more would be favorable. So, in this case, with fares at 18 percent, we're lagging behind even our reduced estimate for fiscal '21. We do hope that when the -- a permanent operator barriers are installed to the buses sometime in early 2021, that we can get back to front-door boarding and full-fare enforcement and that should help for bring those fare revenues back a little bit, but we are still significantly under where we would be under pre-COVID levels. So, that's an area of concern, particularly, moving forward to fiscal '22 when we won't have CARES Act funds to make up those lost fare revenues.

And then the other line item the public transportation funds. I touched on those previously. You know, we are significantly over budget, ahead of budget on those revenues. We are very, optimistic, but as Vice Mayor Stipp said, it's a guarded optimistic. We know that at some point that trend may not continue, especially with the second or third or whatever wave of COVID we have that those revenues could start
decline, but as of now that's an optimistic sign. So, overall, our operating revenues at about 31 percent of the annual budget which is well above where we would be for the first quarter.

At the high level on our operating expenses, we're at about a 20 percent so, again, that's 20 percent of our annual budget. Our target would be 25 if we're right on budget so we're under budget overall.

And just looking at if you can go to the next slide. Some of the key areas are fixed route operations., operation services includes all of those services that we pay our contractors, First Transit, Total Transit on the fixed route side, on the paratransit below for Transdev and ALC, those are all contractual and fuel. As you recall, we budgeted for a full return to pre-COVID levels for the full year not knowing when we would, so it makes sense that we are a little under budget as we have not yet returned to full service levels.

Just flipping to the next slide. Our regional services, those are 100 percent covered by our regional Prop 400 tax and the regional services include our customer service call center, marketing and public information, our mobility center and ADA certification offices. All those services that we provide on behalf of the region. We are well under budget for the first quarter at about 15 percent of our budget spent. Planning a little under budget and going to the next slide. Some of the other areas are many admin and finance, Commute Solutions and van pools all under budget at this point through the first quarter.

Looking quickly, high level at Valley Metro Rail. Kind of the same format. If we look at our revenues, the big difference with the Valley Metro Rail and that we don't have a dedicated tax source that comes directly into Valley Metro Rail. All of the funding comes either through RPTA and the Prop 400 or through the member cities so we're, generally, on track. We're a little bit below, but a lot of these funding sources tend to lag a little bit because they are on a reimbursement basis, particularly, the federal funds and the Prop 400 funds are all on a reimbursement. So, it's not terribly concerning that we're below just because that situation where revenues lag.

Looking at the next slide on the overall operating budget with the different areas. We're about 18 percent spent so we're also under budget on the operating side. And looking at, next slide, some of those key areas. For light rail, O&M, operations and maintenance, and our light rail security, we're at about 19 percent spent on operations and maintenance. Again, we're not operating back at our pre-COVID levels. We still have 15-minute headways and the changes in the span of service, so it makes some sense that we are under budget there. Light rail security did not adjust with the change in headways so we're pretty much on target with our security there.
And then the last slide is just looking at our planning which is future project
development, agency operating, under budget in both of those areas.
So Mr. Chair, it was just a very quick overview of our first quarter results. I'd be happy
to answer any questions on those or any of the material that was in the packet before we move on.

Chair Edwards said thanks, Paul. Is there anybody that has any questions? Okay. No questions that I can see.

Mr. Hodgins said all right. Thank you.

So we will just move on to the next piece, a discussion of merit pay as Vice Mayor Stipp
mentioned in his AFS update. If you could go to the next slide.

The Board approved us to have a three percent merit pay in the budget. And that's, you
know, based to performance from fiscal '20, but because of all the uncertainty there was
a request to have the AFS do a review of our first quarter results which we did last week
in a fair amount of detail and the Board asked the AFS to make a recommendation.
And as Vice Mayor Stipp mentioned the AFS voted unanimously to recommend that the
three percent merit be awarded to staff effective January 1st of 2021. And with that we
would ask the Board to consider and approve the AFS recommendation. Thank you.

Chair Edwards said thank you. Does anybody have any questions about that?

Councilmember Tolmachoff said Mr. Chair, this is Lauren. I'd just like to clarify, and this
is out of the staff report from the June Board meeting that there was a three percent
placeholder put in the budget for salary increases and this is the staff report. The
budget revenues for the first quarter of fiscal year '21 will be reviewed with the Financial
Working Group and AFS in October. If AFS does not have sufficient information at that
time, a second review in January would occur. The implementation of any salary
changes would be dependent on review and recommendation by the AFS
(indiscernible) approval. So, I want to clarify that there was no actual increase included
in the budget. It was put in there as a placeholder to be discussed down the road. So,
just wanted to make sure it's on record that's exactly what the staff report in June said.
Thank you.

Mr. Chair said thank you. Anybody else have any questions, comments? Okay. So, at
this time, I would request a motion and a second for the staff recommendation.

**IT WAS_MOVED BY VICE MAYOR STIPP, SECONDED BY COUNCILMEMBER
KLAPP AND UNANIMOUSLY CARRIED TO RELEASE THE 3% BUDGETED MERIT
PAY FOR DISTRIBUTION TO STAFF.**
8. Insurance Coverage Renewal: Commercial Property and Liability and Workers Compensation and Employer’s Liability

Mr. Smith said thank you, Mr. Chair. And it's in your packet, if you have any questions, we will be -- Mike Minnaugh and will be more than happy to answer it. If you'd like a presentation, we can give it. There were some -- a lot of questions and discussions at the staff level because of ever increasing and I know each of your cities are dealing with insurance changes. So, there were some changes that we have. If you'd like we can have Mike give you an overview of it. If not, we will answer questions we have and just ask for approval.

Mr. Chair said I don't have any questions. Anybody have any questions? Okay. I don't see anything. Again, request a motion and a second to authorize the CEO to purchase renewal coverage for Valley Metro commercial property and liability insurance coverage including workman's compensation and employer's liability from December 1st, 2020 through November 30, 2021 for the amount not to exceed $3,750,597. RPTA's obligation is $438,977. VMR's obligation $3,311,620. Do I have a motion?

IT WAS MOVED BY COUNCILMEMBER GOODMAN, SECOND BY COUNCILMEMBER TOLMACOFF AND UNANIMOUSLY CARRIED TO AUTHORIZE THE CEO TO PURCHASE RENEWAL COVERAGE FOR VALLEY METRO COMMERCIAL PROPERTY AND LIABILITY INSURANCE COVERAGE INCLUDING WORKMAN'S COMPENSATION AND EMPLOYER’S LIABILITY FROM DECEMBER 1ST, 2020 THROUGH NOVEMBER 30, 2021 FOR THE AMOUNT NOT TO EXCEED $3,750,597. RPTA'S OBLIGATION IS $438,977. VMR'S OBLIGATION $3,311,620.

9. Cybersecurity Program Improvement and Support

Mr. Smith said I'll turn it to Jim Hillyard who will give a brief summary of what this item is.

Mr. Hillyard said good afternoon, Mr. Chairman, Members. Once again, Jim Hillyard, Valley Metro's Chief Administrative Officer. So, as the purpose statement notes, this item is to allow the CEO to contract for expertise necessary for Valley Metro's information security program to continue to be effective. I'd like to quickly touch on a little context of IT security in general, Valley Metro's program, specifically, and then speak to the two types of expertise that this item provides and then I'm happy to answer any member's questions.

So, first IT security is one of the most important things that we do. You know, I think Valley Metro like all of your organizations and pretty much any public facing entity today is constantly being probed by hackers. We sort of exist in a reign of phishing attacks and malware and ransomware and were any one of those to be successful, you know, it would be a serious problem. We would not only be facing real financial costs, but
potentially, disruptions in service and a loss of public trust. And so, those are significant in and of themselves, however, in some respects they are also the tip of the iceberg. So, to receive federal funding from the FTA, Valley Metro must comply with the Federal NIST Security Standards to be able to process credit cards through our TDMs. We have to comply with the payment card industry standards. And so, were we to have a security incident that illustrated a failure to comply with either of those standards, we would be looking at, potentially, more than $5 million a year in losses due to the inability to process credit cards and, you know, as you just saw, 10s of millions a year in a potentially jeopardized FTA funds.

Now, the good news is Valley Metro has an IT security program that works to prevent that from happening. We are a small agency. And so, our IT security program is correspondingly small. It is comprised entirely of one FTE. That FTE's job is to bring the expertise to the agency so that everything that we do is being done with security in mind. That FTE also, you know, does investigations of potential security incidents, reviews logs looking for evidence of exploits so we can block attacks, you know, before they are able to be successful. That's not uncommon for a small organization our size to have you know a small footprint.

There are, however, a couple of risks that are inherent in a small program. The first is you are single threaded. And so, if you lose that expertise, your IT security program for all intents and purposes comes to a halt. And so, unfortunately, that's what happened earlier this year. Our lead security engineer was hired away. And that's critical because, you know, one of the things that makes IT security hard is it's very technical. So, there is no one on Valley Metro staff that has the knowledge to simply step into that role. It's also urgent because, you know, IT security is one of those areas that kind of a constant arms race and there is an ongoing need to adapt to the latest viruses and the latest exploits that are being thrown at organizations. And then finally, it's challenging because it involves many, many different domains of the organization. So, we could be great at, you know, network security, but eventually a staff member will click a link in a phishing email, that phishing email will compromise their credentials, and our network security won't matter a bit because they will be bypassed by that phishing attack.

And so, it's a case where we are only as good as our weakest link. And that lead engineer's job is to keep all of those pieces, you know, working together all the time. So, we're working diligently to refill that position, but they are very difficult to fill. They are in high demand and we compete head-to-head with the private sector. And so, until we're able to fill that position, we have to have IT security expertise to keep our program going. Without it, we are quite frankly flying blind and this is not an area where flying blind is possible. It's just simply too great a risk.

And so, the first item in this memo contracts with a firm for provide us with the expertise that we need to keep our information security program operating until we are able, you know, to hire for that expertise once again. This assumes that we will get that expertise
hired by the end of April. If we are able to do that sooner than the need for this will be correspondingly reduced. We will only use, you know, this authority until we're able to hire to back fill that position.

The second risk associated with having a very, small shop is you have all your eggs in one basket. And so, if your expert him or herself has a blind spot or simply makes a mistake, there’s no one on staff that can say, hum, I don't think that’s the smartest way to do that or maybe we’re missing something here. And so, the way that you mitigate that risk is by periodically bringing in experts to look at the program, to identify where we may have weaknesses, and then to recommend ways that we can address those weaknesses in both the most efficient and the most cost-effective fashion.

And so that’s exactly what the second part of this request does is it brings in the same firm to do this assessment of where we stand and to help us understand what things we need to strengthen and how we can do that in the most cost-effective fashion.

I’ll just note that because this is once again not expertise that we have on board either within Valley Metro’s IT team or within our internal audit team, we are going to involve internal audit in this assessment. They will be a part of it from the beginning and that we will make a joint presentation back to AFS on the findings of the assessment and the recommended next steps and we will treat it for all intents and purposes like an audit where we work through the recommended mitigations and, you know, in the month to come.

So, those are the two items before you and I’d be delighted to answer any questions.

Vice Mayor Stipp said just, this is too long to type, but I wanted to, first of all, thank Jim and the rest of the staff. I realize this was a contentious, for me anyway, issue last month and I appreciate them looking at it, reexamining it, moving it forward at a, a reduced cost and which then it’s a reduced scope, but I think that puts it much more in line with where we are headed so I appreciate that effort. And I also want to thank my fellow Board members for indulging me last month in this particular issue. It was after a robust conversation we had at AFS and then again last month, but I do appreciate the indulgence by my fellow Board members. So, thank you to staff and thank you to everybody.

Chair Edwards said thank you, Bill. Anybody else? Okay. So, I need a request for a motion and a second to authorize the CEO to purchase professional service from Knowledge Services to support and assess Valley Metro’s information security program for an amount not to exceed $299,066. Do I have a motion?

IT WAS MOVED BY COUNCILMEMBER GOODMAN, SECOND BY COUNCILMEMBER TOLMACHOFF AND UNANIMOUSLY CARRIED TO AUTHORIZE THE CEO TO PURCHASE PROFESSIONAL SERVICE FROM
KNOWLEDGE SERVICES TO SUPPORT AND ASSESS VALLEY METRO’S INFORMATION SECURITY PROGRAM FOR AN AMOUNT NOT TO EXCEED $299,066.

10.  Quarterly Reports

Mr. Smith said Mr. Chair, these are here for your information and unless there's any questions, we have no presentation.

Mr. Chair said anybody have any questions?  Okay.

11.  Travel, Expenditures and Solicitations

Mr. Chair said this item is presented for information only.  Is there any questions or comments?  Seeing none.

12.  Future Agenda Items Request and Report on Current Events

Mr. Chair said is there any member that has any items that they would like to place on a future agenda or anything that they would like to talk about with the Committee?

Councilmember Winters said I would just like to congratulate Wulf on his retirement and wish him a great, great retirement.

Chair Edwards said thank you.

Mr. Smith said thank you, Roland to for bringing that up.  Wulf Grote, those of you who know has been with us and he weathered through the City of Phoenix and Valley Metro have been involved in public transportation for well over 30 years and his fingerprints are all over our system and we're so grateful for the legacy he leaves and wish him the best as he retires at the end of the year.  So, thank you for bringing that up, Roland.

Chair Edwards said thank you, Roland, yes.

Mr. Sellers said this is Jack Sellers, I'd just like it wish, Audra a happy birthday.

Mr. Smith said that we didn't know.  Thank you, Jack.

And Mr. Chair, I have one more thing.  I failed to mention and, unfortunately, he had to leave early, but Councilmember Jarrod Taylor, from the town of Gilbert, this is also his last meeting.  He was with us just a short while, but we appreciate his involvement.  He's leaving the town council in January and like I said, he had to leave, but if you see Councilmember Taylor, thank him.  We will make sure that we let him know that we are grateful for his service on the Valley Metro Board also so thank you.
Chair Edwards said thank you. Okay.

13. **Next Meeting**

Chair Edwards said our next meeting for the Board is scheduled Thursday, January 21, 2020.

With no further discussion the meeting adjourned at 12:23 p.m.
Date: January 14, 2021

Subject: IT Project Management Consulting Services

Purpose:
To request authorization for the Chief Executive Officer (CEO) to purchase IT project management consulting services through GMI for an amount not to exceed $87,400 for FY 2021.

Cost and Budget:
The total cost for these services will not exceed $87,400. The RPTA portion will be $43,700 (50%), and the VMR portion will be $43,700 (50%). The cost is included in the RPTA and VMR Adopted FY 2021 Operating and Capital Budgets.

The services will be procured through GMI using Mohave cooperative contract #18K-NVIS2-1109 to ensure a competitively negotiated price and leverage the better volume discounts available through the contract.

<table>
<thead>
<tr>
<th>Item</th>
<th>Fiscal Year 2021</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>IT Project Management</td>
<td></td>
<td>$87,400</td>
</tr>
</tbody>
</table>

Recommendation:
Staff recommends that the TMC/RMC forward to the Boards of Directors authorization for the CEO to purchase consulting services through GMI for an amount not to exceed $87,400 for FY 2021.

Background Discussion Consideration:
In FY 2021, Valley Metro will be leading or participating in 16 technology projects to increase efficiency, expand data sharing with cities, and improve the rider experience. The volume of this work is beyond the capacity of Valley Metro’s current single IT project manager. As a result, additional project management support is necessary to undertake important IT projects. In anticipation of the need for this support, costs for these services were included in the approved FY 2021 budget.

Footnote:
1 Based on feedback received at the October Board meeting, the projected cost of these services has been reduced from $190,000 to $87,400. The Background section has also been simplified for clarity.
Key FY 2021 projects

<table>
<thead>
<tr>
<th>Project</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Valley Metro IT Projects</strong></td>
</tr>
<tr>
<td>o Ellipse Enterprise Asset Management (EAM) interim upgrade</td>
</tr>
<tr>
<td>o Information Security Program assessment and improvement</td>
</tr>
<tr>
<td>o Core network infrastructure refresh</td>
</tr>
<tr>
<td>o Ridership communication channel improvements (SMS, mobile app, etc.)</td>
</tr>
<tr>
<td>o Board process and packet generation workflow automation</td>
</tr>
<tr>
<td>o Security Incident Management System selection and implementation</td>
</tr>
<tr>
<td>o Website refresh and enhancements (valleymetro.org)</td>
</tr>
<tr>
<td><strong>Projects implemented by 3rd parties requiring VM technology support</strong></td>
</tr>
<tr>
<td>o Enterprise Resource Planning (ERP) and EAM system refresh</td>
</tr>
<tr>
<td>o Siemens LRV fleet expansion (wayside systems support)</td>
</tr>
<tr>
<td>o OMC Expansion (network and trainyard wireless coverage expansion)</td>
</tr>
<tr>
<td>o Paratransit &amp; Ride Choice customer portal and app implementations</td>
</tr>
<tr>
<td><strong>Regional cooperative initiatives requiring technology support</strong></td>
</tr>
<tr>
<td>o Clever Devices CAD/AVL implementation</td>
</tr>
<tr>
<td>o Clever Devices SmartYard implementation</td>
</tr>
<tr>
<td>o Regional Fare Collection System refresh</td>
</tr>
<tr>
<td>o Community Connect regional paratransit eligibility integration</td>
</tr>
<tr>
<td>o Multi-modal schedule and real-time data enhancement</td>
</tr>
</tbody>
</table>

**COMMITTEE ACTION**
RTAG: December 15, 2020 for information
TMC/RMC: January 6, 2021 approved
Boards of Directors: January 21, 2021 for action

**CONTACT**
Phil “Oz” Ozlin
Manager, Information Technology
(602)495-8253
pozlin@valleymetro.org

**ATTACHMENT**
None
DATE: January 14, 2021

SUBJECT: 2021 Valley Metro Federal Public Transportation Agenda

PURPOSE: To request approval of the 2021 Valley Metro Federal Public Transportation Agenda.

COST AND BUDGET: None

RECOMMENDATION: Staff recommends that the Boards of Directors approve the 2021 Federal Public Transportation Agenda.

BACKGROUND/DISCUSSION:
Each year, Valley Metro works with its contracted federal lobbyists and staff to develop a federal public transportation legislative agenda. The agenda provides information to member cities, bringing attention to the importance of federal funding and transit investments to the Phoenix metropolitan region.

In December 2015, Congress enacted long-term transportation legislation. The Fixing America’s Surface Transportation (FAST) Act authorizes surface transportation programs through September 2021.

In March 2020, Congress passed the Coronavirus Aid, Relief and Economic Security Act (CARES Act), providing $25 billion nationwide for public transit apportioned through existing formula grants – $198 million allocated to the MAG region – to prevent and prepare for the financial impacts of the COVID-19 pandemic.

Additionally, in December 2020, Congress passed the Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSAA or “COVID relief bill”), providing an additional $14 billion nationwide for public transit apportioned through existing formula grants – approximately $86 million to the MAG region – “to remain available until expended, to prevent, prepare for, and respond to coronavirus.”

Staff has developed the attached federal agenda for 2021 with goals to:

- Encourage Congress to support additional COVID-19 related funding through an infrastructure or economic stimulus plan, federal funds flexibility and emergency mitigation strategies to support transit operations through the ongoing pandemic;
• Encourage Congress to support budget and appropriations bills that fully fund authorized amounts for public transportation in the FAST Act;
• Resolve insolvency issues with the Highway Trust Fund and provide stable, long-term funding sources for transit;
• Support for federal infrastructure legislation that includes public transportation;
• Maintain authorized funding levels for the Capital Investment Grant (CIG) program to fund projects in the pipeline that include South Central Light Rail Extension/Downtown Hub, Northwest Phase II, Tempe Streetcar and Capital/I-10 West Phase I;
• Pursue grant opportunities through discretionary programs; and
• Extend or increase tax provisions and related financing mechanisms to benefit public transportation, but not at the expense of overall federal funding.

President Biden announced the selection of Pete Buttigieg, former Mayor of South Bend, Indiana, as the next Department of Transportation Secretary. It’s anticipated that the Biden Administration will submit its FY 2022 Budget late to Congress, in March or April, providing the new Administration additional time to sort out what was done by the previous Administration and what should be addressed to meet the Biden Administration’s transportation policy and funding priorities.

Valley Metro staff will continue to monitor these developments, and additional opportunities as they become available, to advocate and advance our federal priorities.

COMMITTEE ACTION
Boards of Directors: January 21, 2021 for action

CONTACT
Alexis Tameron Kinsey
Chief of Staff / Director, Government Relations
602-322-4450
atameronkinsey@valleymetro.org

ATTACHMENT
2021 Valley Metro Federal Public Transportation Agenda
2021 Federal Public Transportation Agenda

Valley Metro has confronted unprecedented challenges over the past year. With the assistance of our federal partners, we have continued to provide critical transportation services and enhance public transit options for the Metro Phoenix region with a look towards the future. The federal role in system operations has taken on greater importance with passage of COVID-19 related transit funding bills (CARES Act, March 2020; CRRSAA, December 2020) during the past year providing a funding backstop for ongoing operations and pandemic-related expenses. With the likelihood of ongoing reductions in farebox revenue and potential decreases in local sales tax collections, it will be critical that federal funding opportunities continue and offer maximum flexibility.

The Valley Metro Board of Directors encourages Congress to reauthorize the Fixing America’s Surface Transportation (FAST) Act of 2015, at or above current levels without a lapse. The FAST Act extension passed in 2020 provides our region with a commitment of authorized funding through September of 2021 that will help maintain and expand the regional transit system. It is crucial that Congress adopt a long-term reauthorization of the program prior to its expiration in September.

Continue to support public transit during the COVID-19 emergency:

- Valley Metro supports continued federal funds flexibility in allowing reimbursement for operating costs to maintain service, purchase of personal protective equipment, and paying for administrative leave of operations personnel due to any reductions in service and CDC-recommended quarantine periods after potential exposure to COVID–19.
- Valley Metro supports FTA continuing the Federal share for Transportation Infrastructure Grants, at the option of the recipient, up to 100 percent for all eligible expenses.
- Valley Metro urges USDOT to continue to utilize the emergency docket to mitigate challenging FTA administrative and statutory requirements because of COVID-19 impacts to grantees.

Support budget and appropriations bills that fully fund authorized amounts in the FAST Act – investing in transportation infrastructure results in higher economic growth.

Reauthorization/Infrastructure Investment – Transit is a critical component to an efficient mobility system. In addition to the reauthorization of surface transportation program, Valley Metro supports a federal infrastructure bill that includes public transportation to help stimulate economic growth. The economies of urban areas throughout the country are reliant on moving people to where they work, shop, live, and play. This region has approved local and regional funding committed to maintaining and expanding our system. In doing so,

- Any infrastructure initiative should recognize those efforts and provide the federal partnership to build upon those investments;
- Resolve insolvency issues with the Highway Trust Fund (HTF) and provide stable, long-term funding sources for transit. Insolvency jeopardizes the $80 million annually distributed to this region for transit purposes;
- Provide the Capital Investment Grant Program (CIG) program funding at a level of no less than $5 billion a year. Rescind or revise FTA polices requiring a reduced federal match and return CIG federal share to historical 80 percent levels to be consistent with other highway and transit programs.
Maintain authorized funding levels for the Capital Investment Grant (CIG) program – Valley Metro currently operates 26 miles of light rail in the region. The system provides significant economic development opportunities along the corridor. Despite the pandemic, Valley Metro continued construction on nearly $1.5 billion in infrastructure projects providing much needed employment and economic activity. Several extensions of this system are in various stages of development, which include the following:

- **South Central Light Rail Extension/Downtown Hub** – A 5.5-mile extension from downtown Phoenix on Central Avenue to Baseline Road. FTA awarded a Full Funding Grant Agreement to Valley Metro for $529 million of the total $1.3 billion project in January 2021.

- **Northwest Extension Phase II** – A 1.6-mile extension from the current end of line in Phoenix, from 19th Avenue and Dunlap across I-17 to the former Metrocenter Mall complex. The project entered engineering in March 2020 and $100M has been set-aside from FTA’s budget. A $158M full funding grant agreement is being sought, with an anticipated award in calendar year 2021.

- **Tempe Streetcar** – Construction continues to be on time for this the $192 million project, which is scheduled to open for service in late 2021. A $75M federal grant agreement was awarded to Valley Metro in September 2019.

- **Capitol/I-10 West Phase I** – Connect existing light rail service in downtown Phoenix to the State Capitol area. Further analysis and coordination with stakeholders are occurring on the alignment, and it is expected that environmental work will continue in 2021.

Pursue Federal Funding Opportunities – The region will seek federal grant opportunities, such as the Bus and Bus Facilities Infrastructure Investment discretionary grant program, Capital Investment Grants (CIG) program, Better Utilizing Investments to Leverage Development (BUILD) transportation grant program, Integrated Mobility Innovation program, Transit Oriented Development and other grants as they become available.

**Tax Law** – Extend or increase tax provisions and related financing mechanisms to benefit public transportation. However, do not replace federal funding with financing.

- Extend the alternative fuels tax credit that encourages investment in low/no emissions vehicles.
- Tax Credit Bonds or Private Activity Bonds – Authorize Qualified Tax Credit Bonds and enhance the availability of PABs for transit.
- Municipal Bonds and Advanced Refunding – Reinstate the ability for local governments to issue tax-exempt advanced refunding bonds.
- Federal Tax Credits for Special Taxing Districts/ Tax Increment Financing – Provide tax incentives for private equity investments in transit that conform with state law.

Familiarize the region with new policy and funding priorities of the Biden-Harris Administration and pursue grants for local projects as feasible.

Support legislative efforts of the American Public Transportation Association (APTA), Capital Investment Grant (CIG) Working Group, Community Streetcar Coalition, and other affiliated organizations.

Valley Metro appreciates our federal partnership and looks forward to working at all levels to maintain and build upon transit in the region for our customers and the overall economy.
Information Summary

DATE: January 21, 2021

AGENDA ITEM 5

SUBJECT
Light Rail Single-track Operations Plan for Downtown Phoenix Hub Construction

PURPOSE
To provide an overview of the plan for light rail operations and communications during single-track operations required for the construction of the South Central Extension/Downtown Hub (SCE/DH) track tie-in connections in downtown Phoenix.

COST AND BUDGET
All capital costs for deploying infrastructure improvements (e.g., light rail traffic signal heads, signage, and roadway pavement markings) to support safe and efficient single-track operations are included in the SCE/DH project budget. No change to light rail (LRT) operations costs will occur as the result of these activities.

RECOMMENDATION
This item is presented for information only.

BACKGROUND | DISCUSSION | CONSIDERATION
The South Central Light Rail Extension requires special trackwork construction at nine locations in Downtown Phoenix. Work at these locations will require LRT to operate on a single-track through the downtown area, resulting in a disruption to regularly scheduled service frequencies. Additional information on planned light rail operations is provided in Attachment 1.

Valley Metro worked closely with the construction contractor to identify opportunities to minimize the duration and number of events that require single-tracking. Planning, Operations, Safety, and Construction staff explored numerous operating scenarios and construction schedules to minimize the impact to riders and the downtown community by combining the first six special track installations into two groups (See Attachment 1 for construction locations). Work that requires single-tracking is scheduled to occur for the McKinley St turnout and the addition of 5th St trackwork, with construction taking place during the following time periods:

- February 13-26, 2021: Washington St/5th St and Central Ave/McKinley St
- March 13-26, 2021: Jefferson St/5th St and 1st Ave/McKinley St

During these periods, light rail service will run on a 30-minute frequency.
To mitigate adverse impacts on riders, the construction dates were consolidated and expedited for these six locations to capitalize on the lower ridership resulting from the COVID pandemic. The single-track construction periods will take place prior to the Diamondbacks’ baseball season and, as always, coordination with the Phoenix Convention Center and other major downtown stakeholders is regularly ongoing. The selected construction schedule was developed to:

- reduce the number of service disruptions by consolidating six activities into two periods
- reduce rider confusion because of simpler schedule and operating pattern
- occur when ridership is low because of the COVID pandemic
- occur when major gatherings in downtown Phoenix events are not taking place
- occur when weather is pleasant and longer wait times are not such a burden to riders (avoid heat stress/stroke)

Once completed, these new connections will allow more frequent light rail service during future single-tracking that will be required for construction of three additional track tie-ins at other downtown locations in 2022. The 2022 single-tracking schedule is still being evaluated.

COMMUNICATIONS PLAN
Valley Metro Marketing and Communications staff have prepared a plan to communicate the light rail single-track operations plan to current passengers, businesses, and the cities in which LRT operates (Mesa, Phoenix, Tempe).

Communications channels identified in the plan include:

- Transit vehicle announcements (Route Scout)
- Light rail station platform announcements
- Notification signs and schedules posted at each rail station and at park-and-rides
- Alert VM app notifications
- Email notices to riders and Trip Reduction Program employers
- Press release resulting in news coverage
- Social media posts
- Updated Pardon our Progress Website (valleymetro.org/pop)
- Temporary schedule on website and integrated into Trip Planner to help plan trips including bus/rail connections
- Internal communication to staff and contractors
- In-person outreach to riders from Customer Experience Coordinators
- Communications through city-owned channels

This plan for communications reflects the approach utilized during the successful single-tracking operation that occurred in December 2019 to support Tempe Streetcar construction.
STRATEGIC PLAN ALIGNMENT
This item addresses two goals in the Board-adopted FY16-20 Strategic Plan:

- Goal 1: Increase customer focus
- Goal 2: Advance performance based operations

COMMITTEE PROCESS
RTAG: December 15, 2020 for information
TMC/RMC: January 6, 2021 for information
Boards of Directors: January 21, 2021 for information

CONTACT
Jennifer Pyne
Deputy Director, Capital Services and Development
jpyne@valleymetro.org
Attachment 1: Downtown Phoenix Track Tie-in Construction Activities

To accommodate construction of the new light rail track tie-ins required as part of the SCE/DH project, light rail operations will be rerouted to avoid construction activity while maintaining service within and through downtown Phoenix. Light rail operations will be maintained by operating two-way service on the existing one-way track segments within downtown Phoenix between the 11th Street track crossover (east end of single-track operation) and the Culver Street track crossover (west end of single-track operation). The project will integrate the existing light rail line in the downtown Phoenix area with new light rail tie-ins at the following locations (shown on Exhibit 1):

- Location 1 and 2 - 5th St and Washington St
- Location 3 – Central Ave and McKinley St
- Location 4 and 5 - 5th St and Jefferson St
- Location 6 – 1st Ave and McKinley St
- Location 7 - 1st St and Washington St and Central Ave and Washington St
- Location 8 - 1st Ave and Washington St
- Location 9 - Central Ave and Jefferson St and 1st Ave and Jefferson St

Exhibit 1: Downtown Phoenix Track Tie-In Construction Locations
SINGLE-TRACK LIGHT RAIL OPERATIONS PATTERNS
For the first two single-track LRT operations in February and March 2021, light rail vehicles (LRVs) will utilize the crossover tracks at Culver St and 11th St. LRVs will operate on the contra-flow track, with LRVs traveling in the opposite direction waiting at either the McDowell St station or 12th St station until the contra-flow LRV has cleared. Exhibit 2 depicts the operating pattern that will occur February 13-26; vehicles will use the eastbound track while work is completed at locations 1-3. Exhibit 3 depicts the operating pattern that will occur March 13-26; vehicles will use the westbound track while work is completed at locations 4-6. Light rail service for both operating patterns will run on a 30-minute frequency.
Exhibit 2: Pattern A-East, February 13-26, 2021
Exhibit 3: Pattern A-West, March 13-26, 2021

"NO TRANSFER" SINGLE TRACK PATTERN A-W

LEGEND
- Single Track Operation
- Station
- Proposed New Station Station
- Intersection Closed Under Construction
- Intersection Will Close for Construction at Future Date

Single Track Headway: 30 Minutes
Light Rail Service Adjustments for SCE/DH Special Track Installations

South Central Light Rail Extension/ Downtown Hub

5.5 MILES  8 STATIONS  18 ARTISTS  2 PARK-AND-RIDES
Nearest Existing Crossover Areas

**"NO TRANSFER" SINGLE TRACK OPTION (H)**

<table>
<thead>
<tr>
<th>LEGEND</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Single Track Operation</td>
<td>Station</td>
</tr>
<tr>
<td></td>
<td>Proposed New Station</td>
</tr>
<tr>
<td></td>
<td>Intersection Closed Under Construction</td>
</tr>
</tbody>
</table>

Runtime Assumptions Include:
- 1 minute (for each train) for crossover track and signals at Culvert crossover and 11th St
- Includes dwell time for all stations served
"NO TRANSFER" SINGLE TRACK OPTION (G)

LEGEND
- Single Track Operation
- Station
- Proposed New Station Station
- Intersection Closed Under Construction

Runtime Assumptions Include:
- 1 minute (for each train) for crossover track and signals at Culvert crossover and 11th St
- Includes dwell time for all stations served
"NO TRANSFER" SINGLE TRACK OPTION (H)

**LEGEND**
- Single Track Operation
- Station
- Proposed New Station
- Intersection Closed Under Construction

**Runtime Assumptions Include:**
- 1 minute (for each train) for crossover track and signals at Culvert crossover and 11th St
- Includes dwell time for all stations served
“NO TRANSFER” SINGLE TRACK OPTION (G)

**LEGEND**
- Single Track Operation
- Station
- Proposed New Station
- Intersection Closed Under Construction

**Runtime Assumptions Include:**
- 1 minute (for each train) for crossover track and signals at Culvert crossover and 11th St
- Includes dwell time for all stations served

CONSTRUCTION PHASING

<table>
<thead>
<tr>
<th>Crossovers Construction</th>
<th>Trackwork Construction</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 4 Days</td>
<td>9 3 Days</td>
</tr>
<tr>
<td>2 4 Days</td>
<td>8 16 Days</td>
</tr>
<tr>
<td>3 4 Days</td>
<td>7 28 Days</td>
</tr>
<tr>
<td>4 4 Days</td>
<td></td>
</tr>
<tr>
<td>5 4 Days</td>
<td></td>
</tr>
<tr>
<td>6 4 Days</td>
<td></td>
</tr>
</tbody>
</table>
When does the work start

<table>
<thead>
<tr>
<th>Impact</th>
<th>Start</th>
<th>End</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pre-Demolition</td>
<td>Late Dec 2020</td>
<td>Ongoing throughout</td>
</tr>
<tr>
<td>McKinley and 5th St. WB/NB track</td>
<td>2/13/2021</td>
<td>2/26/2021</td>
</tr>
<tr>
<td>McKinley and 5th St. EB/SB track</td>
<td>3/13/2021</td>
<td>3/26/2021</td>
</tr>
<tr>
<td>Downtown HUB</td>
<td>TBD</td>
<td>TBD</td>
</tr>
</tbody>
</table>

CONSTRUCTION PHASING

1. Feb 13 – 26, 2021
2. Feb 13 – 26, 2021
3. Feb 13 – 26, 2021
4. Mar 13 – 26, 2021
5. Mar 13 – 26, 2021
6. Mar 13 – 26, 2021
7. 16 Days Activity / Schedule TBD
8. 3 Days Activity / Schedule TBD
9. 28 Days Activity / Schedule TBD

*Updated 11/04/2020
Communications Plan

• Station announcements
• Rider alerts
• Social media
• Signage
• Front-line staff
• Media outreach
• Community outreach
• Member cities

Approach - Benefits

• Reduced single tracking events
• 2021 schedule compressed earlier in year
• Longest headway impacts during reduced traffic (COVID)
• Combined work adds flexibility to address surprises
• Simpler message to the public
• Headway impacts reduced for 2022 single tracking
Questions?
DATE
January 14, 2021

SUBJECT
Travel, Expenditures and Solicitations

PURPOSE
The monthly travel, expenditures and solicitations are presented for information.

Non-essential travel has been suspended at this time.

BACKGROUND | DISCUSSION | CONSIDERATION
None

COST AND BUDGET
None

COMMITTEE PROCESS
None

RECOMMENDATION
This item is presented for information only.

CONTACT
Paul Hodgins
Chief Financial Officer
602-262-7433
phodgins@valleymetro.org

ATTACHMENTS
Valley Metro Travel Report
Valley Metro RPTA and Valley Metro Rail Monthly Accounts Payable over $25,000
Active Requests for Proposals, Qualifications and Invitations for Bids
<table>
<thead>
<tr>
<th>Document Number</th>
<th>Name</th>
<th>Transaction Description</th>
<th>Effective Date</th>
<th>Transaction Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>20201030W003</td>
<td>Transdev Services, Inc</td>
<td>Sept. 2020 Transdev Services</td>
<td>10/30/2020</td>
<td>1,075,076.42</td>
</tr>
<tr>
<td>20201120W</td>
<td>ADP, LLC</td>
<td>PPE 11/15/20 Wages Payable-Reverse Wire</td>
<td>11/20/2020</td>
<td>629,663.77</td>
</tr>
<tr>
<td>20201023W</td>
<td>ADP, LLC</td>
<td>PPE 10/18/20 Wages Payable-Reverse Wire</td>
<td>10/23/2020</td>
<td>616,757.94</td>
</tr>
<tr>
<td>20201120W002</td>
<td>Cigna Health and Life Insurance Company</td>
<td>Nov. 2020 Health Care Premiums and Adjustments</td>
<td>11/20/2020</td>
<td>387,454.51</td>
</tr>
<tr>
<td>20201023W004</td>
<td>Total Transit Enterprises, LLC</td>
<td>September 2020 West Valley Fixed Route Transit Services</td>
<td>10/23/2020</td>
<td>380,090.92</td>
</tr>
<tr>
<td>42352</td>
<td>Creative Bus Sales Inc.</td>
<td>3030 Arboc Spirit of Equess 2900 Cutaway</td>
<td>11/12/2020</td>
<td>317,475.00</td>
</tr>
<tr>
<td>20201120W</td>
<td>ADP, LLC</td>
<td>PPE 11/15/20 Federal, State, SS/Med EE/ER Tax - ACH</td>
<td>11/20/2020</td>
<td>239,880.39</td>
</tr>
<tr>
<td>20201023W</td>
<td>ADP, LLC</td>
<td>PPE 10/18/20 Federal, State, SS/Med EE/ER Tax - ACH</td>
<td>10/23/2020</td>
<td>239,249.27</td>
</tr>
<tr>
<td>20201106W006</td>
<td>ADP, LLC</td>
<td>PPE 11/1/20 Federal, State, SS/Med EE/ER Tax - ACH</td>
<td>11/6/2020</td>
<td>234,326.31</td>
</tr>
<tr>
<td>42370</td>
<td>American Logistics Company, LLC</td>
<td>Sept. 2020 ALC/RideChoice Program</td>
<td>11/19/2020</td>
<td>207,444.91</td>
</tr>
<tr>
<td>42267</td>
<td>American Logistics Company, LLC</td>
<td>August 2020 RideChoice Program</td>
<td>10/22/2020</td>
<td>184,169.55</td>
</tr>
<tr>
<td>20201120W001</td>
<td>ASRS</td>
<td>PPE 11/15/20 ASRS Contributions Employee</td>
<td>11/20/2020</td>
<td>119,135.69</td>
</tr>
<tr>
<td>20201120W001</td>
<td>ASRS</td>
<td>PPE 11/15/20 ASRS Contributions Employee</td>
<td>11/20/2020</td>
<td>119,135.69</td>
</tr>
<tr>
<td>20201023W001</td>
<td>ASRS</td>
<td>PPE 10/18/20 ASRS Contributions Employee</td>
<td>10/23/2020</td>
<td>115,595.41</td>
</tr>
<tr>
<td>20201023W001</td>
<td>ASRS</td>
<td>PPE 10/18/20 ASRS Contributions Employee</td>
<td>10/23/2020</td>
<td>115,595.41</td>
</tr>
<tr>
<td>20201106W007</td>
<td>ASRS</td>
<td>PPE 11/1/20 ASRS Contributions Employee</td>
<td>11/6/2020</td>
<td>115,511.06</td>
</tr>
<tr>
<td>20201106W007</td>
<td>ASRS</td>
<td>PPE 11/1/2020 ASRS Contributions Employer</td>
<td>11/6/2020</td>
<td>115,511.06</td>
</tr>
<tr>
<td>20201113W003</td>
<td>Medical Transportation Management, Inc.</td>
<td>Sept. 2020 Eligibility Certification and Travel Training Services</td>
<td>11/13/2020</td>
<td>92,128.62</td>
</tr>
<tr>
<td>20201030W</td>
<td>Medical Transportation Management, Inc.</td>
<td>Aug. 2020 Medical Transportation Mngt</td>
<td>10/30/2020</td>
<td>91,819.38</td>
</tr>
<tr>
<td>42385</td>
<td>Environmental Systems Research Institute, Inc.</td>
<td>12/4/2019-12/3/2020 Enterprise Agreement Fee Software/Maintenance</td>
<td>11/19/2020</td>
<td>82,353.70</td>
</tr>
<tr>
<td>42384</td>
<td>Enterprise Rideshare</td>
<td>Sept. 2020 Enterprise Rideshare Services</td>
<td>11/19/2020</td>
<td>61,882.47</td>
</tr>
<tr>
<td>42357</td>
<td>Enterprise Rideshare</td>
<td>August 2020 Enterprise Rideshare Services</td>
<td>11/12/2020</td>
<td>61,639.40</td>
</tr>
<tr>
<td>20201031W003</td>
<td>City of Mesa</td>
<td>October 2020 Utilities</td>
<td>10/31/2020</td>
<td>60,695.05</td>
</tr>
<tr>
<td>20201116W018</td>
<td>Wells Fargo Bank</td>
<td>October 2020 Credit Card Transactions</td>
<td>11/16/2020</td>
<td>54,633.64</td>
</tr>
<tr>
<td>42295</td>
<td>CopperPoint Insurance Company</td>
<td>Nov. 2020 Mobility Center and Call Center Rent</td>
<td>10/29/2020</td>
<td>52,008.57</td>
</tr>
<tr>
<td>20201113W004</td>
<td>Senergy Petroleum, LLC</td>
<td>West Valley Diesel Fuel</td>
<td>11/13/2020</td>
<td>45,750.31</td>
</tr>
<tr>
<td>42380</td>
<td>Dell Marketing L.P.</td>
<td>Computers, Keyboards, Monitors, Mice</td>
<td>11/19/2020</td>
<td>42,028.85</td>
</tr>
<tr>
<td>Document Number</td>
<td>Name</td>
<td>Transaction Description</td>
<td>Effective Date</td>
<td>Transaction Amount</td>
</tr>
<tr>
<td>-----------------</td>
<td>-----------------------------</td>
<td>---------------------------------------------------------------</td>
<td>----------------</td>
<td>--------------------</td>
</tr>
<tr>
<td>42306</td>
<td>Trapeze Software Group</td>
<td>Trapeze DriverMate 10/1/20 to 9/30/21</td>
<td>10/29/2020</td>
<td>41,957.99</td>
</tr>
<tr>
<td>20201023W002</td>
<td>First Transit, Inc.</td>
<td>September 2020 COVID-19 Cleaning Expenses Mesa/Tempe</td>
<td>10/23/2020</td>
<td>37,737.15</td>
</tr>
<tr>
<td>42330</td>
<td>Mosaic451, LLC</td>
<td>Sept. 2020 Ongoing Managed Security Services</td>
<td>11/5/2020</td>
<td>34,600.00</td>
</tr>
<tr>
<td>42338</td>
<td>Prisma Graphic Corporation</td>
<td>October 2020 Transit Book</td>
<td>11/5/2020</td>
<td>34,241.58</td>
</tr>
<tr>
<td>42390</td>
<td>Guidesoft Inc.</td>
<td>Weeks Ending 10/11 and 10/18 Onsite Desktop Support</td>
<td>11/19/2020</td>
<td>33,604.03</td>
</tr>
<tr>
<td>42351</td>
<td>Clean Energy</td>
<td>Sept. 2020 CNG Fueling Equip Repair and Maintenance</td>
<td>11/12/2020</td>
<td>28,008.58</td>
</tr>
<tr>
<td>20201023W002</td>
<td>First Transit, Inc.</td>
<td>Coach 8066 - MLOH Engine</td>
<td>10/23/2020</td>
<td>26,945.08</td>
</tr>
<tr>
<td>20201023W002</td>
<td>First Transit, Inc.</td>
<td>Coach 6749 MLOH- Engine</td>
<td>10/23/2020</td>
<td>26,592.81</td>
</tr>
</tbody>
</table>

13,438,750.98
<table>
<thead>
<tr>
<th>Document Number</th>
<th>Name</th>
<th>Transaction Description</th>
<th>Effective Date</th>
<th>Transaction Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>20201023W003</td>
<td>Kiewit Infrastructure West Co.</td>
<td>July 2020 S Central Extension</td>
<td>10/23/2020</td>
<td>4,179,410.21</td>
</tr>
<tr>
<td>20201030W003</td>
<td>Brookville Equipment Corp</td>
<td>Tempe Streetcar Acquisition Milestone B &amp; C</td>
<td>10/30/2020</td>
<td>1,382,298.08</td>
</tr>
<tr>
<td>20201120W001</td>
<td>Brookville Equipment Corp</td>
<td>Tempe Streetcar Acquisition Program Milestone C</td>
<td>11/20/2020</td>
<td>951,391.68</td>
</tr>
<tr>
<td>20201030W001</td>
<td>Allied Universal Security Services</td>
<td>Sept 2020 Fare Inspection and Security Services</td>
<td>10/30/2020</td>
<td>614,375.17</td>
</tr>
<tr>
<td>036163</td>
<td>Salt River Project</td>
<td>Third Party Utilities - SRP Water File 1700447</td>
<td>10/22/2020</td>
<td>524,473.12</td>
</tr>
<tr>
<td>20201120W002</td>
<td>HDR Engineering, Inc.</td>
<td>July 2020 Planning and Community Relations</td>
<td>11/20/2020</td>
<td>446,335.57</td>
</tr>
<tr>
<td>036294</td>
<td>B &amp; C Transit, Inc.</td>
<td>SCADA Upgrade</td>
<td>11/19/2020</td>
<td>316,645.00</td>
</tr>
<tr>
<td>036257</td>
<td>American Seating Company</td>
<td>LRV Plastic Seats</td>
<td>11/12/2020</td>
<td>271,051.31</td>
</tr>
<tr>
<td>20201030W004</td>
<td>DMS - Facility Services, Inc.</td>
<td>Sept 2020 Facilities and LRV Cleaning Services</td>
<td>10/30/2020</td>
<td>266,344.02</td>
</tr>
<tr>
<td>036314</td>
<td>PGH Wong Engineering, Inc.</td>
<td>Sept 2020 S Central Extension Design</td>
<td>11/19/2020</td>
<td>246,543.17</td>
</tr>
<tr>
<td>20201113W</td>
<td>AECOM Technical Services, Inc.</td>
<td>Aug. 2020 South Central LRT Extension</td>
<td>11/13/2020</td>
<td>243,856.65</td>
</tr>
<tr>
<td>20201031W1</td>
<td>APS</td>
<td>October 2020 Utilities</td>
<td>10/31/2020</td>
<td>194,411.35</td>
</tr>
<tr>
<td>20201030W</td>
<td>101 North First Ave LLC</td>
<td>Nov 2020 101 Building Rent</td>
<td>10/30/2020</td>
<td>165,264.37</td>
</tr>
<tr>
<td>036164</td>
<td>Salt River Project</td>
<td>NW Extension Phase 2 Utilities</td>
<td>10/22/2020</td>
<td>139,979.22</td>
</tr>
<tr>
<td>036199</td>
<td>Penn Machine Company, LLC</td>
<td>Axle Assemblies</td>
<td>10/29/2020</td>
<td>92,472.30</td>
</tr>
<tr>
<td>036202</td>
<td>SDB Contracting Services</td>
<td>Sept 2020 Construction Services - JOC</td>
<td>10/29/2020</td>
<td>91,325.73</td>
</tr>
<tr>
<td>20201031W023</td>
<td>SRP</td>
<td>October 2020 Utilities</td>
<td>10/31/2020</td>
<td>84,577.90</td>
</tr>
<tr>
<td>20201120W</td>
<td>ARCADIS</td>
<td>Sept 2020 Consulting Support Services</td>
<td>11/20/2020</td>
<td>73,466.83</td>
</tr>
<tr>
<td>036314</td>
<td>PGH Wong Engineering, Inc.</td>
<td>Sept 2020 NW Extension Phase 2</td>
<td>11/19/2020</td>
<td>70,243.12</td>
</tr>
<tr>
<td>20201030W004</td>
<td>DMS - Facility Services, Inc.</td>
<td>Sept 2020 Facility Maintenance Services</td>
<td>10/30/2020</td>
<td>68,766.47</td>
</tr>
<tr>
<td>036313</td>
<td>Penn Machine Company, LLC</td>
<td>Trailer Axle</td>
<td>11/19/2020</td>
<td>46,236.15</td>
</tr>
<tr>
<td>036141</td>
<td>Arizona State University</td>
<td>April - May 2020 Research and Technology Transfer</td>
<td>10/22/2020</td>
<td>46,176.33</td>
</tr>
<tr>
<td>20201030W005</td>
<td>Knorr Brake Corporation (KBC)</td>
<td>LRV Friction Brake Overhaul</td>
<td>10/30/2020</td>
<td>43,105.42</td>
</tr>
<tr>
<td>20201113W002</td>
<td>Dellner Inc.</td>
<td>LRV Coupler Overhaul</td>
<td>11/13/2020</td>
<td>42,996.00</td>
</tr>
<tr>
<td>20201023W001</td>
<td>City of Phoenix</td>
<td>Sept 2020 Fare Handling Fee</td>
<td>10/23/2020</td>
<td>38,217.00</td>
</tr>
<tr>
<td>20201113W001</td>
<td>Award Winning Restorations</td>
<td>Change paint Scheme on Train</td>
<td>11/13/2020</td>
<td>33,132.53</td>
</tr>
<tr>
<td>20201031W005</td>
<td>City of Mesa</td>
<td>October 2020 Utilities</td>
<td>10/31/2020</td>
<td>32,840.75</td>
</tr>
<tr>
<td>Document Number</td>
<td>Name</td>
<td>Transaction Description</td>
<td>Effective Date</td>
<td>Transaction Amount</td>
</tr>
<tr>
<td>-----------------</td>
<td>------------------------------------</td>
<td>---------------------------------------------------------------</td>
<td>----------------</td>
<td>--------------------</td>
</tr>
<tr>
<td>20201113W003</td>
<td>HDR Engineering, Inc.</td>
<td>July-Sept. 2020 Planning and Community Relations Support Services TO 04</td>
<td>11/13/2020</td>
<td>28,890.00</td>
</tr>
<tr>
<td>036179</td>
<td>Alliant Insurance Services, Inc.</td>
<td>Oct 2020 Risk Management</td>
<td>10/29/2020</td>
<td>28,125.00</td>
</tr>
<tr>
<td>20201031W015</td>
<td>City of Phoenix</td>
<td>October 2020 Utilities</td>
<td>10/31/2020</td>
<td>27,511.41</td>
</tr>
</tbody>
</table>

**Total**: 19,200,465.86
## Procurement Report
for January Board Month

### Recently Completed Procurements

<table>
<thead>
<tr>
<th>Contract Administrator</th>
<th>Agency</th>
<th>Procurement Type</th>
<th>Procurement Title</th>
<th>FTA Funding</th>
<th>Release Date</th>
<th>Proposal Due Date</th>
<th>Targeted Board Award Date</th>
<th>Estimated Contract Value</th>
<th>Term of Contract</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Barb H</td>
<td>VMR</td>
<td>RPF</td>
<td>Operations Cleaning Services</td>
<td>Yes</td>
<td>May 2020</td>
<td>July 2020</td>
<td>November 2020</td>
<td>$18,161,704.00</td>
<td>3 year + 2 yr option</td>
<td>Routed for Signature</td>
</tr>
<tr>
<td>Christian J</td>
<td>VMR</td>
<td>COOP</td>
<td>Cybersecurity Professional Services. QOM</td>
<td>No</td>
<td>N/A</td>
<td>N/A</td>
<td>November 2020</td>
<td>$299,065.00</td>
<td>1 year</td>
<td>Routed for Signature</td>
</tr>
<tr>
<td>Rick W</td>
<td>VMR</td>
<td>RPF</td>
<td>Landscaping Services</td>
<td>No</td>
<td>June 2020</td>
<td>July 2020</td>
<td>November 2020</td>
<td>$2,450,000.00</td>
<td>3 year + 2 option</td>
<td>Routed for Signature</td>
</tr>
</tbody>
</table>

### Active Procurements

<table>
<thead>
<tr>
<th>Contract Administrator</th>
<th>Agency</th>
<th>Procurement Type</th>
<th>Procurement Title</th>
<th>FTA Funding</th>
<th>Release Date</th>
<th>Proposal Due Date</th>
<th>Targeted Board Award Date</th>
<th>Estimated Contract Value</th>
<th>Term of Contract</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Barb H</td>
<td>VMR</td>
<td>IFB</td>
<td>Uninterruptible Power Supply (UPS) Replacements</td>
<td>No</td>
<td>November 2020</td>
<td>December 2020</td>
<td>February 2021</td>
<td>$110,000.00</td>
<td>3 years</td>
<td>Solicitation issued</td>
</tr>
<tr>
<td>Barb H</td>
<td>VMR</td>
<td>IFB</td>
<td>Traction Power Substation Batteries</td>
<td>No</td>
<td>December 2020</td>
<td>January 2021</td>
<td>March 2021</td>
<td>$350,000.00</td>
<td>4 years</td>
<td>Solicitation issued</td>
</tr>
<tr>
<td>Sheila H</td>
<td>VMR</td>
<td>RPF</td>
<td>Small Business Financial Assistance Program</td>
<td>No</td>
<td>December 2020</td>
<td>December 2020</td>
<td>February 2021</td>
<td>TBD</td>
<td>1 year + (3) 1 year</td>
<td>Solicitation issued</td>
</tr>
<tr>
<td>Ed N</td>
<td>RPTA</td>
<td>RPF</td>
<td>Retail Sales Networks for Fare Collection and Customer Service</td>
<td>No</td>
<td>February 2020</td>
<td>May 2020</td>
<td>February 2021</td>
<td>$35,000,000.00</td>
<td>5 years + 3 yr + 2 yr</td>
<td>In Negotiation</td>
</tr>
<tr>
<td>Ed N</td>
<td>VMR</td>
<td>Source</td>
<td>Acron contract &amp; introduce archiving</td>
<td>Yes</td>
<td>July 2020</td>
<td>August 2020</td>
<td>September 2020</td>
<td>$1,136,423.00</td>
<td>3 year + 2 options</td>
<td>In Negotiation</td>
</tr>
<tr>
<td>Christian J</td>
<td>VMR</td>
<td>COOP</td>
<td>Contract IT Project Manager - GMI</td>
<td>Yes</td>
<td>N/A</td>
<td>N/A</td>
<td>January 2021</td>
<td>$190,000.00</td>
<td>1 year</td>
<td>Pending Board Approval</td>
</tr>
<tr>
<td>Rick W</td>
<td>RPTA</td>
<td>RPF</td>
<td>CNG Facility Maintenance</td>
<td>No</td>
<td>November 2020</td>
<td>January 2021</td>
<td>April 2021</td>
<td>$2,300,000.00</td>
<td>3 year + 2 options</td>
<td>Solicitation issued</td>
</tr>
<tr>
<td>Rick W</td>
<td>VMR</td>
<td>RPF</td>
<td>Fare Inspection and Security Services</td>
<td>No</td>
<td>October 2020</td>
<td>December 2020</td>
<td>April 2021</td>
<td>TBD</td>
<td>TBD + 3 years</td>
<td>TBD + 3 years</td>
</tr>
<tr>
<td>Kiele K</td>
<td>VMR</td>
<td>RPF</td>
<td>Business Assistance Consultants - Re-Issue</td>
<td>Yes</td>
<td>November 2020</td>
<td>December 2020</td>
<td>February 2021</td>
<td>$1,350,000.00</td>
<td>3 year + 2 options</td>
<td>In Evaluation</td>
</tr>
</tbody>
</table>

### Future Procurements

<table>
<thead>
<tr>
<th>Contract Administrator</th>
<th>Agency</th>
<th>Procurement Type</th>
<th>Procurement Title</th>
<th>FTA Funding</th>
<th>Release Date</th>
<th>Proposal Due Date</th>
<th>Targeted Board Award Date</th>
<th>Estimated Contract Value</th>
<th>Term of Contract</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Barb H</td>
<td>VMR</td>
<td>Source</td>
<td>SCV Managed Inventory Program</td>
<td>No</td>
<td>N/A</td>
<td>N/A</td>
<td>May 2021</td>
<td>$1,000,000.00</td>
<td>5 years</td>
<td>SOW Development</td>
</tr>
<tr>
<td>Barb H</td>
<td>VMR</td>
<td>TBD</td>
<td>Portable Lift System</td>
<td>No</td>
<td>TBD</td>
<td>TBD</td>
<td>TBD</td>
<td>TBD</td>
<td>1 year</td>
<td>SOW Development</td>
</tr>
<tr>
<td>Barb H</td>
<td>VMR</td>
<td>IFB</td>
<td>OMC Inventory Replacement Parts</td>
<td>No</td>
<td>TBD</td>
<td>TBD</td>
<td>TBD</td>
<td>TBD</td>
<td>5 years</td>
<td>SOW Development</td>
</tr>
<tr>
<td>Barb H</td>
<td>VMR</td>
<td>Source</td>
<td>LRV Holz Nut Replacement</td>
<td>No</td>
<td>TBD</td>
<td>TBD</td>
<td>TBD</td>
<td>TBD</td>
<td>5 years</td>
<td>SOW Development</td>
</tr>
<tr>
<td>Sheila H</td>
<td>VMR</td>
<td>IFB</td>
<td>CPU Power Conversion</td>
<td>No</td>
<td>TBD</td>
<td>TBD</td>
<td>TBD</td>
<td>TBD</td>
<td>1 year</td>
<td>SOW Development</td>
</tr>
<tr>
<td>Christian J</td>
<td>COOP</td>
<td>RPF</td>
<td>Managed Cybersecurity Services Provider</td>
<td>No</td>
<td>TBD</td>
<td>TBD</td>
<td>TBD</td>
<td>TBD</td>
<td>TBD + 3 years</td>
<td>TBD + 3 years</td>
</tr>
<tr>
<td>TBD</td>
<td>VMR</td>
<td>RPF</td>
<td>Rail Testing</td>
<td>TBD</td>
<td>TBD</td>
<td>TBD</td>
<td>TBD</td>
<td>TBD</td>
<td>TBD + 3 years</td>
<td>TBD + 3 years</td>
</tr>
<tr>
<td>Kiele K</td>
<td>VMR</td>
<td>RPF</td>
<td>Hardware - FCSIP handheld devices</td>
<td>No</td>
<td>TBD</td>
<td>TBD</td>
<td>TBD</td>
<td>TBD</td>
<td>TBD + 3 years</td>
<td>TBD + 3 years</td>
</tr>
<tr>
<td>Susanna</td>
<td>VMR</td>
<td>RPF</td>
<td>Operation of Regional Paratransit Services</td>
<td>July 2021</td>
<td>July 2022</td>
<td></td>
<td></td>
<td>TBD</td>
<td>TBD + 3 years</td>
<td>TBD + 3 years</td>
</tr>
</tbody>
</table>

IFB - Invitation For Bids  
RFP - Request for Proposals  
RFQ - Request for Qualifications  
COOP - Cooperative Contract  
TBD - To Be Determined
DATE
January 14, 2021

AGENDA ITEM 7

SUBJECT
Future Agenda Items Request and Report on Current Events

PURPOSE
Chairs Edwards and Heredia will request future agenda items from members, and members may provide a report on current events.

COST AND BUDGET
None

RECOMMENDATION
This item is presented for information only.

BACKGROUND/DISCUSSION/CONSIDERATION
None

COMMITTEE PROCESS
None

CONTACT
Scott Smith
Chief Executive Officer
602-262-7433
ssmith@valleymetro.org

ATTACHMENT
None.

Pending Items Request

<table>
<thead>
<tr>
<th>Item Requested</th>
<th>Date Requested</th>
<th>Planned Follow-up Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
1. Public Comment

Public comment is being taken in written format and will be entered into the official minutes of the meeting.

2. Minutes

Minutes from the October 22, 2020 Board meeting are presented for approval.

CONSENT AGENDA

3A. Compressed Natural Gas (CNG) Facility Maintenance Contract Change Order

Staff recommends that the Board of Directors authorize the CEO to execute a contract change order with Clean Energy to: 1) increase the contract amount for the performance of maintenance of the CNG facility located at the Mesa Bus Operations and Maintenance Facility due to an increase in CNG fuel usage and 2) for the replacement of the Programmable Logic Controller (PLC) Panels on the CNG facility equipment that have reached the end of its useful life for a total not to exceed amount of $305,000.

3B. Phoenix for the Regional Communications Project Funding Agreement Change Order

Staff recommends that the Board of Directors authorize the CEO to execute a change order with the City of Phoenix for the Regional Communications Project to provide an additional $2,900,000 of regional Public Transportation Funds (PTF).
3C. **Recommended April 2021 Transit Service Changes**

Staff recommends that the Board of Directors authorize the CEO to amend member agency FY21 IGAs as necessary, and to execute change orders to the First Transit and Total Transit fixed route contracts to accommodate the recommended April 2021 service changes.

---

**REGULAR AGENDA**

4. **Future Agenda Items Request and Report on Current Events**

Chair Edwards will request future agenda items from members, and members may provide a report on current events.

5. **Next Meeting**

The next Board meeting is scheduled for **Thursday, March 18, 2021 at 11:15 a.m.**

Qualified sign language interpreters are available with 72 hours notice. Materials in alternative formats (large print or flash drive) are available upon request. For further information, please call Valley Metro at 602-262-7433 or TTY at 602-251-2039. To attend this meeting via teleconference, contact the receptionist at 602-262-7433 for the dial-in-information. The supporting information for this agenda can be found on our website at [www.valleymetro.org](http://www.valleymetro.org)
DATE
January 14, 2021

SUBJECT
Public Comment

PURPOSE
Public comment is being taken in written format and will be entered into the official minutes of the meeting.

COST AND BUDGET
None

RECOMMENDATION
This item is presented for information.

BACKGROUND | DISCUSSION | CONSIDERATION
None

COMMITTEE PROCESS
None

CONTACT
Scott Smith
Chief Executive Officer
602-262-7433
ssmith@valleymetro.org

ATTACHMENT
None
AGENDA ITEM 2

Board of Directors
Thursday, October 22, 2020
Via Webex/Phone
11:15 a.m.

RPTA Meeting Participants
Councilmember Jon Edwards, City of Peoria (Chair) (phone)
Councilmember Francisco Heredia, City of Mesa (Vice Chair) (phone)
Mayor Kate Gallego, City of Phoenix (Treasurer) (phone)
Councilmember Clay Goodman, City of Buckeye (phone)
Mayor Alexis Hermosillo, City of El Mirage (phone)
Councilmember Mike Scharnow, Town of Fountain Hills
Councilmember Lauren Tolmachoff, City of Glendale (phone)
Councilmember Jared L. Taylor, Town of Gilbert (phone)
Vice Mayor Bill Stipp, City of Goodyear (phone)
Councilmember Jon Edwards, City of Peoria (phone)
Councilmember Robin Benning for Mayor Gail Barney, Town of Queen Creek (phone)
Councilmember Susanne Klapp, City of Scottsdale (phone)
Councilmember Roland F. Winters Jr., City of Surprise (phone)
Councilmember Robin Arredondo-Savage, City of Tempe (phone)
Councilmember Linda Laborin, City of Tolleson (phone)
Mayor Michael LeVault, Town of Youngtown (phone)

Members Not Present
Vice Mayor Pat Dennis, City of Avondale
Mayor Kevin Hartke, City of Chandler
Supervisor Jack Sellers, Maricopa County
Mayor Rui Pereira, Town of Wickenburg

Chair Heredia called the RPTA meeting to order at 12:57 p.m.

1. Public Comment

Chair Edwards said for today's meeting, public comments are being taken in a written format and will be entered into the official minutes of the meeting.

2. Minutes

Chair Edwards said minutes from the September 17, 2020 Board meeting are presented for approval.
IT WAS MOVED BY COUNCILMEMBER TOLMACHOFF, SECOND BY COUNCILMEMBER ARREDONDO-SAVAGE AND UNANIMOUSLY CARRIED TO APPROVE THE SEPTEMBER 17, 2020 BOARD MEETING MINUTES.

3. Consent Agenda

Chair Edwards said the Consent Agenda is presented for action. Are there any members that have any items that need to be removed for discussion? Seeing none. Can I request a motion and a second to approve the Consent Agenda.

IT WAS MOVED BY COUNCILMEMBER SCHARNOW, SECOND BY COUNCILMEMBER TOLMACHOFF AND UNANIMOUSLY CARRIED TO APPROVE THE CONSENT AGENDA.

4. Proposed April 2021 Service Changes

Chair Edwards said item 4 is the Proposed April 2021 Service Changes.

Mr. Smith said thank you, Mr. Chair and we know you have been here a long time. I'm going to turn it over to Wulf Grote for just a very, very short overview as to these things. This is for information only as we begin the process for our April service changes. I do want to make one point. This is coming up next week and that there will be significant changes in downtown Phoenix and even though it's in downtown Phoenix it will affect all of our Express and Rapid routes. So, it will have major impact to most of you if you have an Express or Rapid route that runs through you with the change in the Central station and the construction and the development coming there, all of the routes have changed and the stops will change. So, if you hear something from your constituents, please point them towards us and we can tell them where they are going to be dropped off and where they need to pick up buses if they're coming in to work in downtown Phoenix. With that, and that goes into effect on next Monday. And I'll turn the time over to Wulf for a short informational presentation.

Mr. Grote said thanks, Scott. Mr. Chairman, Members of the Board. Again, I'm Wulf Grote, I'm Director of Capital and Service Development. The Valley Metro staff has been working closely over the last months with staff from member cities through the Service Planning Working Group to develop proposed service changes for April of 2021. And, by the way, the purpose of the Service Planning Working Group is to identify from the cities what proposed changes they would like to see as well as to make sure that those changes are coordinated amongst all the cities before we put them out for review by the public.

So, really the purpose of this item here is just to make sure you all are aware that we're about to begin a public process and that process will go on through the month of November and into early December. And, at this point, there is no proposed action today. We will be back to the Board in January to make recommendations after the
public review. So, I do have Joe Gregory, our Service Planning Manager, available if there are any questions about the proposed changes.

Mr. Chair said any questions or concerns? Mr. Smith, anything else?

Mr. Smith said no.

5. Future Agenda Items Request and Report on Current Events

Chair Edwards said is there any members that have any items that they would like to put on a future agenda? Seeing none.

6. Next Meeting

Next meeting is Thursday, November 19, 2020, at 11:15 a.m.

With no further discussion the meeting adjourned at 1:02 p.m.
Valley Metro I 101 N. 1st Ave. Phoenix, AZ 85003 602.262.7433

Information Summary

DATE
January 14, 2021

AGENDA ITEM 3A

SUBJECT
Compressed Natural Gas (CNG) Facility Maintenance Contract Change Order

PURPOSE
To request authorization for the Chief Executive Officer (CEO) to execute a contract change order with Clean Energy to: 1) increase the contract amount for the performance of maintenance of the CNG facility located at the Mesa Bus Operations and Maintenance Facility due to an increase in CNG fuel usage and 2) for the replacement of the Programmable Logic Controller (PLC) Panels on the CNG facility equipment that have reached the end of its useful life for a total not to exceed amount of $305,000.

COST AND BUDGET
The cost of the change order for on site maintenance of the CNG plant is $80,000 and the cost to replace the PLC controls on the CNG facility is $225,000 and both are included in the Valley Metro Adopted FY 2021 Operating and Capital Budget.

The source of funding is a combination of Prop 400 and member cities.

RECOMMENDATION
Staff recommends that the Board of Directors authorize the CEO to execute a contract change order with Clean Energy to: 1) increase the contract amount for the performance of maintenance of the CNG facility located at the Mesa Bus Operations and Maintenance Facility due to an increase in CNG fuel usage and 2) for the replacement of the Programmable Logic Controller (PLC) Panels on the CNG facility equipment that have reached the end of its useful life for a total not to exceed amount of $305,000.

BACKGROUND | DISCUSSION | CONSIDERATION
In June 2011, the Board approved a contract with Clean Energy to perform preventative and corrective repair maintenance services on Valley Metro’s natural gas compression and vehicle fueling equipment located at the Mesa Bus Operations and Maintenance Facility. The contract was for a 5-year base period and 5 one-year options. Valley Metro is in the final year of the 10-year contract with Clean Energy, which expires June 30, 2021, to maintain the CNG fueling facility at the MBOM. Valley Metro will reach the contract spending authority for this contract prior to the end of this fiscal year. The monthly and annual maintenance costs associated with this contract is directly related to the amount of CNG fuel dispensed from this plant. The shortage in contract value is
due to an increase in fuel consumption over the past three years as a result of added revenue miles to the East Valley contract. The estimated increase in spending authority needed for this portion of the change order is $80,000.

The current CNG facility is approximately 18 years old. The CNG facility is comprised of three CNG compressors that are used to dispense gas from CNG storage tanks. Each compressor is operated by a Programmable Logic Controller (PLC), which is an industrial grade computer that is used for managing plant automation. In addition, there is a main PLC panel that interfaces with each compressor’s PLC panel, which in turn directs the production and flow of fuel from each independent compressor to the dispensing pump when gas is needed.

This past summer, the CNG facility experienced a large influx of outages associated with one or more of these control panels. These panels are located outside in the direct sun, so heat plays a major factor in the reliability of these devices. Recently, staff met with Clean Energy to determine what if anything could be done to extend the life of these devices through another summer and make them more reliable. At that meeting, Clean Energy informed us that all four of the PLC panels have surpassed their end of life timeframe. Spare parts for these PLC controls are no longer available and the manufacture of these panels will no longer repair them.

With the end of life status, coupled with the risk associated with delaying the replacement of these devices poses a significant risk to the viability of the CNG facility. If the current panels fail, the CNG fueling facility will no longer operate until new controllers could be procured and installed (2-3-month timeframe). As a result, staff recommends the replacement of all four PLC controllers at this time so the work can be completed prior to the upcoming summer.

The scope of work outlined in the current maintenance contract with Clean Energy does not include replacing end of life equipment. Clean Energy has provided Valley Metro with a quote of $225,000 for replacement and installation of the PLC control panels. An independent cost estimate has been conducted and the price quoted is fair and reasonable.

**STRATEGIC PLAN ALIGNMENT**
This item relates to the following goals and strategies in the Five-Year Strategic Plan, FY 2016 – 2020:

- Goal 2: Advance performance-based operation

**COMMITTEE PROCESS**
RTAG: December 15, 2020 for information  
TMC: January 6, 2021 approved  
Board of Directors: January 21, 2021 for action
CONTACT
Ray Abraham
Chief Operations Officer
602-652-5054
rabraham@valleymetro.org

ATTACHMENT
None
Information Summary

DATE
January 14, 2021

AGENDA ITEM 3B

SUBJECT
Phoenix for the Regional Communications Project Funding Agreement Change Order

PURPOSE
To request authorization for the Chief Executive Officer (CEO) to execute a change order with the City of Phoenix for the Regional Communications Project to provide an additional $2,900,000 of regional Public Transportation Funds (PTF).

COST AND BUDGET
The change order will increase the regional contribution of PTF by $2,900,000. The project will require fewer federal funds, which will be redirected to other PTF funded projects in an equal amount such that there is no net impact to PTF.

RECOMMENDATION
Staff recommends that the Board of Directors authorize the CEO to execute a change order with the City of Phoenix for the Regional Communications Project to provide an additional $2,900,000 of regional Public Transportation Funds (PTF).

BACKGROUND | DISCUSSION | CONSIDERATION
In January 2016, the Board approved a Funding Agreement with the City of Phoenix for the Regional Communications Project. The project replaced the old Vehicle Management System, which included on board equipment and Computer Aided Dispatch/Automatic Vehicle Location (CAD/AVL) capabilities, and the regional radio system for voice and data.

The project was intended to be funded with federal formula funds (80%) and regional PTF (20%). Some of the costs for certain project components, such as upgrades and modifications to the operating facilities, were ineligible for federal funding and required 100% PTF. As a result, the Funding Agreement must be amended to allow for additional reimbursements to Phoenix in the amount of $2,900,000.

The project used less federal funding than originally anticipated. These remaining federal funds will be reprogrammed to offset other PTF funded projects such that there is no net impact to PTF for this change order.

STRATEGIC PLAN ALIGNMENT
This item relates to the following goals and strategies in the Five-Year Strategic Plan, FY 2016 – 2020:
• Goal 2: Advance performance-based operation

COMMITTEE PROCESS
RTAG: December 15, 2020 for information
TMC: January 6, 2021 approved
Board: January 21, 2021 for action

CONTACT
Paul Hodgins
Chief Financial Officer
602-523-6043
phodgins@valleymetro.org

ATTACHMENT
None
Information Summary

DATE
January 14, 2021

AGENDA ITEM 3C

SUBJECT
Recommended April 2021 Transit Service Changes

PURPOSE
To request authorization for the Chief Executive Officer (CEO) to amend member agency Fiscal Year 2021 (FY21) Intergovernmental Agreements (IGAs) as necessary, and to execute change orders to the First Transit and Total Transit fixed route contracts to accommodate the recommended April 2021 service changes.

COST AND BUDGET
Member agency FY21 IGAs will be amended as necessary. Costs for changes that do not impact Valley Metro-operated routes and routes not funded through PTF are excluded from these recommended service changes.

Contract adjustments for minor bus service changes that do not require an amendment to the IGAs will be made through the year-end reconciliation process. For paratransit changes, the budget impact will be determined during the IGA reconciliation process and the contractor change order.

RECOMMENDATION
Staff recommends that the Board of Directors authorize the CEO to amend member agency FY21 IGAs as necessary, and to execute change orders to the First Transit and Total Transit fixed route contracts to accommodate the recommended April 2021 service changes.

BACKGROUND | DISCUSSION | CONSIDERATION
Effective April 26, 2021 Valley Metro transit service changes are recommended throughout the region. Changes were coordinated and analyzed through the five-year Short Range Transit Program as well as the Board adopted Transit Standards and Performance Measures. In addition, the fixed route service changes were proposed and reviewed in coordination with the Valley Metro Service Planning Working Group, comprising representatives from Valley Metro member agencies. Valley Metro also worked with each affected member agency regarding the proposed changes and funding impacts prior to arriving at recommendations. Extensive public outreach was also conducted.

This summary includes recommended bus service changes for Valley Metro-operated services and routes, and routes funded through the regional Public Transportation Fund.
(PTF). Changes that only affect locally funded service operated by other agencies (e.g. Phoenix) are not addressed herein. Overall, the recommended changes include fixed route service and routing modifications.

**Recommended Route and Schedule Changes:**

- **Route 32—32nd St:** Modify route to eliminate stops east of 40th St. and Baseline Rd.
- **Route 40—Main St:** Modify route to eliminate service west of the Sycamore Transit Center.
- **Route 50—Camelback Rd:** Extend route service on Camelback Rd. to Granite Reef Rd. and Chaparral Rd. to serve Scottsdale Community College.
- **Route 72—Rural/Scottsdale Rd:** Remove route deviation into Tempe Transportation Center. Route will stay on Rural Rd.
- **Route 520—Tempe Express:** Eliminate route due to low ridership. Alternative service is offered in Tempe.
- **Route 521—Tempe Express:** Modify route to remove neighborhood pickup service. New route begins at Tempe Library and travels via US 60 to optimize service.
- **Route 522—Tempe Express:** Modify route to remove neighborhood pickup service. Route begins and ends at Tempe Sports Complex to improve service.
- **Avondale ZOOM:** Extend route to serve new community center at Dysart Rd. and Riley Dr and make permanent long-term detour at Ranch Santa Fe and Dysart Road.

**Public Outreach**

An extensive public outreach was conducted from November 2 through December 4, 2020, via online comment, email, social media and a remote public hearing via webinar. The outreach covered all proposed service changes regardless of funding source or operator.

- **Input Opportunities:**
  - Virtual public hearing conducted on November 18, 2020
  - Online comment card
  - Via email at input@valleymetro.org
  - Social media

- **Communication Channels:**
  - Six advertisements were placed in the *Arizona Republic* (2), *East Valley Tribune, La Prensa Hispana, La Voz* and *Arizona Informant*. They included information regarding the proposed route changes, public comment period and public hearing.
  - Transit vehicle announcements (Route Scout)
  - A-frame signage at key transit locations
  - Email notices to riders and Trip Reduction Program employers
  - Press release resulting in news coverage
  - Social media posts
  - Website (valleymetro.org/service changes)
  - Internal communication to staff and contractors
STRATEGIC PLAN ALIGNMENT
This item addresses three goals in the Board-adopted FY16-20 Strategic Plan:

- Goal 1: Increase customer focus
- Goal 2: Advance performance based operations
- Goal 3: Grow transit ridership

COMMITTEE PROCESS
RTAG: December 15, 2019 for information
TMC: January 6, 2021 for action
Board of Directors: January 21, 2021 for action

CONTACT
Jim Hillyard
Chief Administrative Officer
602-322-4420
jhilliard@valleymetro.org

ATTACHMENT
None
Information Summary

DATE
January 14, 2021

SUBJECT
Future Agenda Items Request and Report on Current Events

PURPOSE
Chair Edwards will request future agenda items from members, and members may provide a report on current events.

COST AND BUDGET
None

RECOMMENDATION
This item is presented for information only.

BACKGROUND | DISCUSSION | CONSIDERATION
None

STRATEGIC PLAN ALIGNMENT
None

COMMITTEE PROCESS
None

CONTACT
Scott Smith
Chief Executive Officer
602-262-7433
ssmith@valleymetro.org

ATTACHMENT
None

Pending Items Request

<table>
<thead>
<tr>
<th>Item Requested</th>
<th>Date Requested</th>
<th>Planned Follow-up Date</th>
</tr>
</thead>
</table>

Valley Metro I 101 N. 1st Ave. Phoenix, AZ 85003 602.262.7433
1. **Public Comment**

Public comment is being taken in written format and will be entered into the official minutes of the meeting.

2. **Minutes**

Minutes from the November 19, 2020 Board meeting are presented for approval.

### CONSENT AGENDA

3A. **Business Assistance Consultants Contract Awards**

Staff recommends that the Board of Directors authorize the CEO to execute multiple, three-year base contracts with two, one-year options with Altima Business Solutions, AZ Builders Exchange – BEX, Central Creative, CO+HOOTS, Elaman1234.com, LLC, GCI and The Idea Gardener for technical assistance consultation as part of the Valley Metro Business Assistance Program. Total expenditures across all vendors will not exceed $1,350,000 in the first three years.

3B. **Small Business Financial Assistance Program Administrator Contract Award**

Staff recommends that the Board of Directors authorize the CEO to execute a one-year contract with one, three-year option with Prestamos CDFI, a division of Chicanos Por La Causa, for administration of the Small Business Financial Assistance Program in an amount not to exceed $145,000 in the first year.

Action Recommended

1. **For Information**

2. **For action**
3C. **Oracle Aconex Project Controls Software as a Service Contract Award**

Staff recommends that the Board of Directors authorize the CEO to execute a contract with DLT Solutions, LLC to obtain Oracle Aconex services for continued project controls software capabilities in the amount not to exceed $1,136,423.

3D. **Valley Metro Rail Fiscal Year 2021 (FY21) Mid-Year Budget Adjustment**

Staff recommends that the Board of Directors authorize the Mid-Year Budget Adjustment update to the Valley Metro Rail Capital Budget for FY21.

**REGULAR AGENDA**

4. **Future Agenda Items Request and Report on Current Events**

Chair Heredia will request future Board agenda items from members and members may provide a report on current events.

5. **Next Meeting**

The next meeting of the Board is scheduled for **Thursday, March 18, 2021 at 11:15 a.m.**

Qualified sign language interpreters are available with 72 hours notice. Materials in alternative formats (large print or flash drive) are available upon request. For further information, please call Valley Metro at 602-262-7433 or TTY at 602-251-2039. To attend this meeting via teleconference, contact the receptionist at 602-262-7433 for the dial-in-information. The supporting information for this agenda can be found on our web site at [www.valleymetro.org](http://www.valleymetro.org)
DATE
January 14, 2021

SUBJECT
Public Comment

PURPOSE
Public comment is being taken in written format and will be entered into the official minutes of the meeting.

COST AND BUDGET
None

RECOMMENDATION
This item is presented for information only.

BACKGROUND | DISCUSSION | CONSIDERATION
None

COMMITTEE PROCESS
None

CONTACT
Scott Smith
Chief Executive Officer
602-262-7433
ssmith@valleymetro.org

ATTACHMENT
None
Minutes
January 14, 2021

Board of Directors
Thursday, November 19, 2020
Webex/Phone
11:15 a.m.

Meeting Participants
Councilmember Francisco Heredia, City of Mesa (Chair) (phone)
Mayor Kate Gallego, City of Phoenix, (Vice Chair) (phone)
Mayor Kevin Hartke, City of Chandler (phone)
Steven Methvin for Councilmember Robin Arredondo-Savage, City of Tempe (phone)

Chair Heredia called the meeting to order at 1:03 p.m.

1. Public Comment
Chair Heredia said public comment is being taken in written form and will be entered into the official record.

2. Minutes
Chair Heredia said minutes from October 22, 2020, board meeting are being presented for approval.

IT WAS MOVED BY MAYOR GALLEGO, SECONDED BY MR. METHVIN AND UNANIMOUSLY CARRIED TO APPROVE THE OCTOBER 22, 2020 BOARD MEETING MINUTES.

3. Consent Agenda
Chair Heredia said items are presented on the consent agenda for approval. Are there any questions? Hearing none I will take a motion to approve the consent agenda.

IT WAS MOVED BY MAYOR GALLEGO, SECONDED BY MR. METHVIN AND UNANIMOUSLY CARRIED TO APPROVE THE CONSENT AGENDA.

4. Future Agenda Items Request and Report on Current Events
Chair Heredia said do any members have any agenda items for future meetings? Or
anything they want to inform folks about? Hearing none.

5. Next Meeting

Next meeting is Thursday, January 21, 2021, at 11:15 am.

With no further discussion the meeting adjourned at 12:27 p.m.
### Information Summary

**DATE**
January 14, 2021

**SUBJECT**
Business Assistance Consultants Contract Awards

**PURPOSE**
To request authorization for the Chief Executive Officer (CEO) to execute three-year base contracts with two, one-year options with Altima Business Solutions, AZ Builders Exchange – BEX, Central Creative, CO+HOOTS, Elaman1234.com, LLC, GCI and The Idea Gardener for technical assistance consultation as part of the Valley Metro Business Assistance Program. Total expenditures across all vendors will not exceed $1,350,000 in the first three years.

**COST AND BUDGET**
The Business Assistance Consultants being recommended for award will support businesses along two rail capital projects – South Central Extension/Downtown Hub (SCE/DH) and Northwest Extension Phase II (NWE II) – by providing specific technical assistance tailored to and as requested by the business. The cost estimate was developed based on an estimated number of businesses participating in the program, per project area, per year; also accounting for the capacity of the Business Assistance Consultants.

<table>
<thead>
<tr>
<th>Project</th>
<th>Est. Hourly Rate</th>
<th>Est. Hours/Year*</th>
<th>Annual Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>SCE/DH</td>
<td>$90</td>
<td>3,000</td>
<td>$270,000</td>
</tr>
<tr>
<td>NWE II</td>
<td>$90</td>
<td>2,000</td>
<td>$180,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td><strong>$450,000</strong></td>
</tr>
</tbody>
</table>

*SCE/DH = ~75 businesses/year at 2 projects per business at 20 hours per project
*NWE II = ~50 businesses/year at 2 projects per business at 20 hours per project

For Fiscal Year 2021, the VMR contract obligation is $450,000, which is fully funded within the VMR Adopted FY21 Operating and Capital Budget. Contract obligations beyond FY21 are incorporated into the Valley Metro Rail Five-Year Operating Forecast and Capital Program (FY2021 thru FY2025).

The source of funding is project-related from the SCE/DH and NWE II capital budgets, which is funded by the City of Phoenix, Public Transportation Fund and soon, federal funds.

**RECOMMENDATION**
Staff recommends that the Board of Directors authorize the CEO to execute multiple, three-year base contracts with two, one-year options with Altima Business Solutions, AZ...
Builders Exchange – BEX, Central Creative, CO+HOOTS, Elaman1234.com, LLC, GCI and The Idea Gardener for technical assistance consultation as part of the Valley Metro Business Assistance Program. Total expenditures across all vendors will not exceed $1,350,000 in the first three years.

BACKGROUND | DISCUSSION | CONSIDERATION
Valley Metro, along with its city partners, is committed to working closely with businesses along light rail construction corridors to offer business assistance programs that give business owners and managers useful tools and information to thrive throughout the construction phase.

The Valley Metro “Our Community” Business Assistance Program leverages best practices from previous light rail extensions and is tailored to the unique business needs of the community along the light rail construction corridor. The program includes a technical assistance component that offers professional assessment and consultation for a variety of business needs, including marketing and social media assistance, accounting and financial planning and general business best practices and business systems. Valley Metro will utilize the Business Assistance Consultants to administer the Technical Assistance portion of the Business Assistance Program, which seeks to provide professional consultation to each business. As an example, a business interested in this program component would undergo an assessment conducted by the Technical Assistance team to understand their business need(s) and where Technical Assistance services can best assist. A plan is developed and services can range from developing a business’ e-commerce website to helping them set-up or refine their Point of Sale/merchant system to developing an employee recruitment or retention program, all depending on the business’ specific need(s).

This recommended action is specific to the Business Assistance Programs and Technical Assistance consultant support for businesses along two projects: South Central Extension/Downtown Hub and Northwest Extension Phase II light rail projects.

On November 2, 2020, Valley Metro staff issued a Request for Proposals for Business Assistance Consultants in compliance with the Valley Metro Procurement Manual and in consultation with City of Phoenix to ensure a federally-compliant RFP.

The solicitation included the following technical evaluation criteria:

<table>
<thead>
<tr>
<th>Evaluation Criteria</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Understanding/Approach to the Scope of Services</td>
<td>400</td>
</tr>
<tr>
<td>Organizational Capabilities and Experience</td>
<td>275</td>
</tr>
<tr>
<td>Personnel Experience</td>
<td>225</td>
</tr>
<tr>
<td>Pricing</td>
<td>100</td>
</tr>
<tr>
<td><strong>TOTAL POINTS AVAILABLE</strong></td>
<td><strong>1,000 Points</strong></td>
</tr>
</tbody>
</table>
Submittals were received on December 3, 2020. A total of seven submittals were received and deemed responsive from the following offerors:

<table>
<thead>
<tr>
<th>Proposers</th>
</tr>
</thead>
<tbody>
<tr>
<td>Altima Business Solutions</td>
</tr>
<tr>
<td>AZ Builders Exchange – BEX</td>
</tr>
<tr>
<td>Central Creative</td>
</tr>
<tr>
<td>CO+HOOTS</td>
</tr>
<tr>
<td>Elaman1234.com, LLC</td>
</tr>
<tr>
<td>GCI</td>
</tr>
<tr>
<td>The Idea Gardener</td>
</tr>
</tbody>
</table>

An evaluation committee, consisting of City of Phoenix and Valley Metro staff, was appointed to evaluate submittals in accordance with the evaluation criteria listed above.

The offerors and their total points are listed below. Offerors could bid on one or multiple categories of Technical Assistance support.

### Marketing and Advertising Services

<table>
<thead>
<tr>
<th>Offeror</th>
<th>Total Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>CO+HOOTS</td>
<td>892</td>
</tr>
<tr>
<td>The Idea Gardener</td>
<td>882</td>
</tr>
<tr>
<td>AZ Builders Exchange – BEX</td>
<td>855</td>
</tr>
<tr>
<td>Central Creative</td>
<td>824</td>
</tr>
<tr>
<td>GCI</td>
<td>816</td>
</tr>
</tbody>
</table>

### Website Development/SEO/Online Presence Services

<table>
<thead>
<tr>
<th>Offeror</th>
<th>Total Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Idea Gardener</td>
<td>880</td>
</tr>
<tr>
<td>CO+HOOTS</td>
<td>875</td>
</tr>
<tr>
<td>GCI</td>
<td>839</td>
</tr>
<tr>
<td>AZ Builders Exchange – BEX</td>
<td>837</td>
</tr>
<tr>
<td>Central Creative</td>
<td>804</td>
</tr>
</tbody>
</table>

### Accounting and Finance Services

<table>
<thead>
<tr>
<th>Offeror</th>
<th>Total Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Idea Gardener</td>
<td>841</td>
</tr>
<tr>
<td>Altima Business Solutions</td>
<td>821</td>
</tr>
<tr>
<td>CO+HOOTS</td>
<td>808</td>
</tr>
<tr>
<td>Central Creative</td>
<td>796</td>
</tr>
<tr>
<td>AZ Builders Exchange – BEX</td>
<td>775</td>
</tr>
</tbody>
</table>
Based on the evaluation committee’s scoring and interview process, it was determined that the following offerors would be chosen for award for the following categories. By having a variety of consultants available on contract, Valley Metro can work with the firm most suited to a particular business project or category (as listed below).

<table>
<thead>
<tr>
<th>Marketing and Advertising Services</th>
<th>Website Development/SEO/Online Presence Services</th>
<th>Accounting and Finance Services</th>
<th>General Business Services</th>
<th>Human Resources Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Central Creative</td>
<td>Central Creative</td>
<td>AZ Builders Exchange – BEX</td>
<td>AZ Builders Exchange – BEX</td>
<td>Central Creative</td>
</tr>
<tr>
<td>CO+HOOTS</td>
<td>CO+HOOTS</td>
<td>Central Creative</td>
<td>Central Creative</td>
<td>Elaman1234.com, LLC</td>
</tr>
<tr>
<td>GCI</td>
<td>GCI</td>
<td>CO+HOOTS</td>
<td>CO+HOOTS</td>
<td></td>
</tr>
<tr>
<td>The Idea Gardener</td>
<td>The Idea Gardener</td>
<td>The Idea Gardener</td>
<td>Elaman1234.com, LLC</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>The Idea Gardener</td>
<td></td>
</tr>
</tbody>
</table>

As individual projects are identified, the following steps will be used to execute a task order:

- Valley Metro will match specific task orders with the appropriate consultant(s) based on specific expertise, workload, and availability.
- Valley Metro will prepare a scope of work and issue a task order request.
• The consultant will prepare a proposal and cost.
• Final negotiations occur and the task order is initiated.
• If price negotiations are not successful, Valley Metro reserves the right to solicit the other firms on contract.

STRATEGIC PLAN ALIGNMENT
This item relates to the following goals and strategies in the Five-Year Strategic Plan, FY 2016 – 2020:
• Goal 1: Increase customer focus

COMMITTEE PROCESS
RTAG: December 15, 2020 for information
RMC: January 6, 2021 approved
Board of Directors: January 21, 2021 for action

CONTACT
Hillary Foose
Director, Communications & Strategic Initiatives
602-322-4468
hfoose@valleymetro.org

ATTACHMENT
None
DATE
January 14, 2021

AGENDA ITEM 3B

SUBJECT
Small Business Financial Assistance Program Administrator Contract Award

PURPOSE
To request authorization for the Chief Executive Officer (CEO) to execute a one-year contract with one, three-year option with Prestamos CDFI, a division of Chicanos Por La Causa, for administration of the Small Business Financial Assistance Program in an amount not to exceed $145,000 in the first year.

COST AND BUDGET
The Small Business Financial Assistance Program (SBFAP) will operate as a pilot for 12 months to provide direct financial assistance to locally-owned, small businesses immediately adjacent to construction along the South Central Extension/Downtown Hub and Northwest Extension Phase II light rail corridors. All funding will be local, with City of Phoenix sources contributing $2.3 million and private sector funders being solicited. Following a competitive process and detailed scope of work, the selected administrator provided a cost estimate for their services, which were negotiated to determine the first-year allocation of $145,000.

For Fiscal Year 2021, the VMR contract obligation is $85,000, as there is more upfront work involved, all of which is fully funded within the SBFAP. Contract obligations beyond FY21 will be contained within the SBFAP funding.

As noted above, the source of funding is entirely local, with substantial support coming from City of Phoenix Transportation 2050 ($1.86 million) and the Phoenix Community Development & Investment Corporation ($500,000). Private sector, corporate partners are also being sought to add to the SBFAP funding in order to sustain the level of business support through 2024. No regional Public Transportation Funds nor federal funding will be used as part of this program.

RECOMMENDATION
Staff recommends that the Board of Directors authorize the CEO to execute a one-year contract with one, three-year option with Prestamos CDFI, a division of Chicanos Por La Causa, for administration of the Small Business Financial Assistance Program in an amount not to exceed $145,000 in the first year.
BACKGROUND | DISCUSSION | CONSIDERATION

Valley Metro, along with its city partners, is committed to working closely with businesses along light rail construction corridors to offer business assistance programs that give business owners and managers useful tools and information to thrive throughout the construction phase.

Valley Metro’s “Our Community” Business Assistance Program, which leverages best practices from previous light rail extension projects, is tailored to the unique needs and characteristics of area businesses adjacent to light rail construction. The “Our Community” program includes a variety of activities to help businesses, including marketing and social media promotion, signage, 1:1 support from dedicated personnel and technical assistance that offers professional assessment and consultation for a variety of business needs, including marketing and social media assistance, accounting and financial planning and general business best practices and business systems (also for award on the January 2021 Board agenda).

Listening to business community feedback and learning from best practices of past projects and peer transit agencies, Valley Metro and City of Phoenix created the SBFAP to enhance the level of support to locally-owned, small businesses immediately adjacent to construction along the South Central Extension/Downtown Hub and Northwest Phase II light rail corridors. The SBFAP is designed to provide direct financial assistance to businesses who apply and qualify, helping them to offset business expenses and support their long-term retention.

To effectively manage the program, Valley Metro is seeking a contractor to serve as the administrator of the SBFAP. The administrator will deliver on every facet of program management, including reviewing applications and eligibility, dispensing funds, tracking, reporting and auditing as well as conducting outreach and customer service.

The program will operate as a pilot in its first year to determine program effectiveness and learn ways to adjust/augment the program to better support local businesses and develop/maximize long-term funding. Overall, Valley Metro intends to have a financial assistance component within the larger “Our Community” program to provide this level of added support for businesses in light rail construction corridors.

On December 4, 2020, Valley Metro staff issued a Request for Proposals for the SBFAP Administrator in compliance with the Valley Metro Procurement Manual.

The solicitation included the following technical evaluation criteria:

<table>
<thead>
<tr>
<th>Evaluation Criteria</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Organizational Capabilities and Experience</td>
<td>500</td>
</tr>
<tr>
<td>Understanding/Approach to the Scope of Services</td>
<td>400</td>
</tr>
<tr>
<td>Pricing</td>
<td>100</td>
</tr>
<tr>
<td><strong>TOTAL POINTS AVAILABLE</strong></td>
<td><strong>1,000</strong></td>
</tr>
</tbody>
</table>
Submittals were due on December 28, 2020. One submittal was received and deemed responsive from the following offeror:

<table>
<thead>
<tr>
<th>Proposer</th>
<th>Technical Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prestamos CDFI</td>
<td>800</td>
</tr>
</tbody>
</table>

An evaluation committee, consisting of Valley Metro and City of Phoenix staff as well as a representative from LISC Phoenix, was appointed to evaluate the submittal in accordance with the evaluation criteria listed above.

Based on the evaluation committee’s scoring and interview process, it was determined that Prestamos CDFI would be chosen for award.

The offeror and their total points are listed below:

<table>
<thead>
<tr>
<th>Proposer</th>
<th>Technical Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prestamos CDFI</td>
<td>800</td>
</tr>
</tbody>
</table>

**STRATEGIC PLAN ALIGNMENT**
This item relates to the following goals and strategies in the Five-Year Strategic Plan, FY 2016 – 2020:
- Goal 1: Increase customer focus

**COMMITTEE PROCESS**
RTAG: December 15, 2020 for information
RMC: January 6, 2021 approved
Board of Directors: January 21, 2021 for action

**CONTACT**
Hillary Foose
Director, Communications & Strategic Initiatives
602-322-4468
hfoose@valleymetro.org

**ATTACHMENT**
Valley Metro Small Business Financial Assistance Program Outline
Valley Metro Small Business Financial Assistance Program Outline

To enhance the business assistance program and make every effort to meet the needs of small businesses within the project areas of the South Central/Downtown Hub and Northwest Phase II light rail extensions, Valley Metro and City of Phoenix have created the Small Business Financial Assistance Program (or SBFAP). Funded by the City of Phoenix and outside partners, this new program will provide financial assistance to locally-owned, small businesses immediately adjacent to light rail construction in Phoenix. Over the long term, light rail construction can develop growth opportunities for small businesses; yet, in the near term, construction can be challenging. The SBFAP is intended to assist in offsetting business expenses of the local, small business community in these project areas.

The SBFAP will operate as a pilot for 12 months, with opportunities to extend, in order to determine program effectiveness and learn ways to potentially adjust the program to better support local, small businesses and develop/maximize long-term funding.

Eligibility

Tier I Assistance
Eligible businesses must be/have to:

- Immediately adjacent to construction along the South Central/Downtown Hub and Northwest Extension Phase II light rail extension areas. “Immediately adjacent” is defined as the following for each project area:
  - South Central Extension/Downtown Hub: Eligible businesses must be located on or be directly accessed from South Central Avenue between Jefferson Street and Baseline Road.
  - Northwest Extension Phase II: Eligible businesses must be located on or exclusively accessed from Dunlap Avenue, 25th Avenue or Mountain View Road west of 19th Avenue and east of the I-17 freeway. Eligible businesses on the former Metrocenter Mall property are also within the program boundaries.
- Locally-owned with 15 or fewer employees and $500,000 or less in annual revenue for the overall business.
- Currently open and have been operational on the affected light rail construction alignment with posted hours of operation prior to the commencement of construction:
  - June 19, 2020 (SCE/DH)
  - July 28, 2020 (NWEII)
- Conduct business directly with consumers where transactions primarily take place at the location on the affected construction alignment.
- Able to provide all necessary documents to verify program eligibility.
- Be in good standing with all local, state and federal taxing and licensing authorities.
- Sign a waiver releasing the City of Phoenix, Valley Metro, and any selected contractors of this program, from any claims related to revenue impacts arising out of light rail planning, design, and construction activities in order to receive SBFAP support.

Tier II Assistance

- Meet all the requirements of Tier I; and
- Operate the business at an eligible location for at least one year prior to commencement of construction (see above start dates);
- Demonstrate, via financial business records, a loss in revenue after the commencement
of construction and related activities in comparison with the same period in the year prior to the start of construction.

Residential property(ies), places of worship, schools, banks, hotels, government agencies, utility companies, businesses generating over 60% of revenues from the sale of alcoholic beverages, businesses generating revenues from the sale of marijuana, sexually-oriented businesses or topless bars (as defined in the Phoenix City Code) or unoccupied buildings are not eligible for this program.

**Levels of Assistance:** The SBFAP, as currently designed for this pilot phase, offers two tiers and applicants must choose one tier to apply to within the pilot phase.

**Tier I Assistance**
- Eligible businesses may receive assistance of **$3,000** during the pilot period.
- Eligible businesses must submit an application form, which requires documentation to support eligibility for the program and confirmation that location of business operations is within the identified eligibility area along the light rail construction corridor.
- SBFAP support may be used for business operational expenses, including rent/mortgage for business location(s), utilities, insurance, payroll, or other necessary costs tied to business operations.
- Participating businesses must participate in regular merchant meetings and/or educational events hosted by Valley Metro.

**Tier II Assistance**
- Eligible businesses may receive assistance of **up to $9,000** during the pilot period.
- Eligible businesses must submit an application form, which requires documentation to support eligibility for the program and confirmation that location of business operations is within the identified eligibility area along the light rail construction corridor.
- Eligible businesses must also submit, with the application form, the most recent one year (12 months) of financial records, which must demonstrate a loss in revenues, during the construction period, that is equal to or greater than the assistance amount requested. The assistance granted may be less than the amount requested, based on evaluation of the data, information and financial records provided.
- SBFAP support may be used for business operational expenses, including rent/mortgage for business location(s), utilities, insurance, payroll, or other necessary costs tied to business operations.
- Participating businesses must participate in regular merchant meetings and/or educational events hosted by Valley Metro.

**Eligible Expenses**
Upon approval for a SBFAP award, SBFAP funds must be used to pay current expenses or past due costs*, if within the claimed impact period, for the following fixed operating expenses:

1. Utilities
2. Rent or mortgage payments
3. Insurance
4. Payroll
5. Other types of documented business-related operational expenses may be requested and considered.

*Local, state, and federal taxes are not deemed fixed operating expenses for the purposes of
Background

Valley Metro, with the support of the City of Phoenix and other partners, is committed to working closely with businesses along the construction corridors of the South Central/Downtown Hub and Northwest Phase II light rail extensions. Valley Metro offers a business assistance program with a bench of resources, tools and partners to help business owners/managers thrive during light rail construction and beyond. The business assistance program, branded as “Our Community,” leverages best practices from previous light rail extension projects and is tailored to the unique needs and characteristics of area businesses within ¼ mile of light rail construction, a larger program boundary than the SBFAP. Programming includes signage, marketing, events and technical assistance – ranging from search engine optimization to legal consultation to business and financial planning – and now, more direct financial assistance through the SBFAP.

Of the more than 650 businesses along the two corridors (approximately 475 SCE/DH; approximately 175 NWII), it’s estimated that there are approximately 145 businesses in the SCE/DH corridor and about 60 businesses in the NWEII corridors that may be eligible for this program.
Information Summary

DATE
January 14, 2021

AGENDA ITEM 3C

SUBJECT
Oracle Aconex Project Controls Software as a Service Contract Award*

PURPOSE
To request authorization for the Chief Executive Officer (CEO) to execute a contract with DLT Solutions, LLC to obtain Oracle Aconex services to continue to provide project controls software capabilities for the capital program for an amount not to exceed $1,136,423.

*This authorization will replace the Board authorization approved in September 2020 (see Background/Discussion/Consideration information below).

COST AND BUDGET
To date the Board has authorized $1,789,042 for the Aconex project controls software capabilities. The original contract and subsequent change orders are identified in the table below.

<table>
<thead>
<tr>
<th>Description</th>
<th>Board Authorization</th>
<th>Contract Expiration</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original Contract – 50 licenses for Gilbert Road</td>
<td>September 2015</td>
<td>September 2020</td>
<td>$ 350,000</td>
</tr>
<tr>
<td>Added unlimited users and 50th St Station, Tempe Streetcar &amp; Planning Projects</td>
<td>February 2016</td>
<td>September 2020</td>
<td>$ 110,000</td>
</tr>
<tr>
<td>Added O&amp;M Center Expansion, Rail vehicle procurements &amp; financial reporting</td>
<td>July 2017</td>
<td>September 2020</td>
<td></td>
</tr>
<tr>
<td>And added South Central/Downtown Hub, Northwest Phase II and Capitol/I-10</td>
<td>July 2017</td>
<td>December 2023</td>
<td>$ 1,329,042</td>
</tr>
<tr>
<td><strong>Sub-total</strong></td>
<td></td>
<td></td>
<td><strong>$ 1,668,220</strong></td>
</tr>
<tr>
<td>Contingency (10%)</td>
<td></td>
<td></td>
<td><strong>$ 120,822</strong></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td><strong>$ 1,789,042</strong></td>
</tr>
</tbody>
</table>
Authorization for a new contract amount of $1,136,423 is requested herein. This price includes taxes in the amount of $81,812 and a contingency of $103,311 (10%) for a three-year initial contract duration. The contract will include an option to extend the period of services for two additional years, but Board authorization will be needed to exercise this option.

<table>
<thead>
<tr>
<th>Description</th>
<th>Payment Due Date</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annual Service Fee</td>
<td>January 2021</td>
<td>$317,100</td>
</tr>
<tr>
<td>Annual Service Fee</td>
<td>January 2022</td>
<td>$317,100</td>
</tr>
<tr>
<td>Annual Service Fee</td>
<td>January 2023</td>
<td>$317,100</td>
</tr>
<tr>
<td><strong>Sub-total</strong></td>
<td></td>
<td><strong>$951,300</strong></td>
</tr>
<tr>
<td>Taxes</td>
<td></td>
<td>$81,812</td>
</tr>
<tr>
<td>Contingency (10%)</td>
<td></td>
<td>$103,311</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>$1,136,423</strong></td>
</tr>
</tbody>
</table>

All costs are within forecast and expenses expected within FY21 are included in the Valley Metro Rail Adopted FY21 Operating and Capital Budget. Contract obligations beyond FY21 are incorporated into the Five-Year Operating Forecast and Capital Program (FY21 thru FY25). All expenses associated for Oracle Aconex are allocated to the capital projects which use the software.

**RECOMMENDATION**

Staff recommends that the Board of Directors authorize the CEO to execute a contract with DLT Solutions, LLC to obtain Oracle Aconex services for continued project controls software capabilities in the amount not to exceed $1,136,423.

**BACKGROUND/DISCUSSION/CONSIDERATION**

*The Board of Directors authorized a new contract with Oracle at its meeting on September 17, 2020. Staff had been working with Oracle [corporate] to execute the new contract, but after months of negotiations were unable to agree to terms. For this reason, staff proposes to utilize a cooperative procurement for extending the project control software services. DLT Solutions, LLC (DLT) was recently authorized by Oracle to be a reseller for the Aconex product. DLT is the current provider for the Oracle Human Capital Management and Oracle Cloud Fusion Enterprise Resource Planning systems currently being implemented by Valley Metro. DLT has agreed to accept Valley Metro’s terms and conditions, including all the required federal terms and conditions, without any markup or change to the original price quoted by Oracle. This new authorization will replace the Board authorization previously approved in September 2020.

In September 2015, the Valley Metro Rail Board of Directors authorized a five-year contract with Aconex for project controls software. The software offers full version control process management reporting, search capabilities with documentation configuration, real-time processing, and backup for Valley Metro’s major capital projects. Aconex has primarily been used for rail projects during the design and construction phases. This software is also in use for planning and smaller capital
projects.

The original authorization of the five-year Aconex contract included 50 user licenses for the Gilbert Road Light Rail Extension. In March 2016, the contract was amended to add the 50th Street Light Rail Station, the Tempe Streetcar and planning for future rail corridors. In June 2017, the contract was amended again to add four additional rail projects that were advancing into design. This included the South-Central Extension/Downtown Hub, Northwest Extension (Phase II), Capital/I-10 West Extension, the Operations and Maintenance Center expansion and rail vehicle procurements. The contract expired in September 2020.

The need for Valley Metro to ensure quality and continuity will evolve as solutions and technology advances to ensure federal, state, and local regulatory requirements associated with capital projects; however, current projects need to remain documented through Aconex to not risk any major system transition delays. A transition to a new system could potentially delay major capital projects in process. A competitive solicitation for a replacement solution would not be in the best interest of the public investment in the major capital projects that are managed in the Aconex system. Valley Metro will work with local member agencies, and internal capital project subject matter experts to create a new scope of work for a future competitive process.

STRATEGIC PLAN ALIGNMENT
This item relates to the following goals and strategies in the Five-Year Strategic Plan, FY 2016 – 2020:

- Goal 2: Advance performance-based operation

COMMITTEE PROCESS
RTAG: August 18, 2020 for information
RMC: September 2, 2020 approved
RMC: January 4, 2021 approved
Board of Directors: January 21, 2021 for action

CONTACT
Jennifer Pyne
Deputy Director, Capital and Service Development
jpyne@valleymetro.org

ATTACHMENT
None
DATE
January 14, 2021

AGENDA ITEM 3D

SUBJECT
Valley Metro Rail Fiscal Year 2021 (FY21) Mid-Year Budget Adjustment

PURPOSE
To request authorization for the Mid-Year Budget Adjustment update to the Valley Metro Rail Capital Budget for FY21.

COST AND BUDGET
Changes proposed are incorporated into overall agency uses and sources of funds below:

USES OF FUNDS ($000,000)

<table>
<thead>
<tr>
<th>Uses of Funds</th>
<th>FY21</th>
<th>FY21 Amended</th>
<th>Change $</th>
<th>Change %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tempe Streetcar</td>
<td>$39.8</td>
<td>$39.8</td>
<td>$0.0</td>
<td>0%</td>
</tr>
<tr>
<td>South Central/Downtown Hub</td>
<td>253.1</td>
<td>316.3</td>
<td>63.2</td>
<td>25%</td>
</tr>
<tr>
<td>Northwest Phase II</td>
<td>91.3</td>
<td>114.0</td>
<td>22.7</td>
<td>25%</td>
</tr>
<tr>
<td>OMC Expansion</td>
<td>27.9</td>
<td>27.9</td>
<td>0.0</td>
<td>0%</td>
</tr>
<tr>
<td>Gilbert Road Extension</td>
<td>3.3</td>
<td>3.3</td>
<td>0.0</td>
<td>0%</td>
</tr>
<tr>
<td>Systemwide Improvements</td>
<td>11.5</td>
<td>11.5</td>
<td>0.0</td>
<td>0%</td>
</tr>
<tr>
<td>State of Good Repair</td>
<td>8.7</td>
<td>8.7</td>
<td>0.0</td>
<td>0%</td>
</tr>
<tr>
<td><strong>Total Capital Uses</strong></td>
<td><strong>$435.6</strong></td>
<td><strong>$521.4</strong></td>
<td><strong>$85.8</strong></td>
<td><strong>20%</strong></td>
</tr>
</tbody>
</table>

SOURCES OF FUNDS ($000,000)

<table>
<thead>
<tr>
<th>Sources of Funds</th>
<th>FY21</th>
<th>FY21 Amended</th>
<th>Change $</th>
<th>Change %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Federal Funds</td>
<td>$282.7</td>
<td>$282.7</td>
<td>$0.0</td>
<td>0%</td>
</tr>
<tr>
<td>Member City Contributions</td>
<td>120.5</td>
<td>206.2</td>
<td>85.7</td>
<td>71%</td>
</tr>
<tr>
<td>Public Transportation Funds</td>
<td>32.4</td>
<td>32.6</td>
<td>0.2</td>
<td>1%</td>
</tr>
<tr>
<td><strong>Total Capital Sources</strong></td>
<td><strong>$435.6</strong></td>
<td><strong>$521.4</strong></td>
<td><strong>$85.8</strong></td>
<td><strong>20%</strong></td>
</tr>
</tbody>
</table>
RECOMMENDATION
Staff recommends that the Board of Directors authorize the Mid-Year Budget Adjustment update to the Valley Metro Rail Capital Budget for FY21.

BACKGROUND | DISCUSSION | CONSIDERATION
In June of 2020, the Board approved the FY21 Operating and Capital Budget. The cost factors used to develop the budget have changed and adjustments are warranted to update the expenditures planned for the remainder of the fiscal year. The only adjustments being requested are within the capital budget. No adjustments are needed to the operating portion of the VMR budget.

Annual expenditures will increase for two capital projects in FY21 due to timing of scheduled work. Total project costs for both remain within the overall project budgets.

Project increases for the South Central Extension/Downtown Hub are primarily for work the construction contractor is completing along with some additional archeologic support. Another driver of the increase is a major milestone payment for the new Siemens vehicles that was anticipated to be paid in FY22, however was made in FY21.

The adjustment for Northwest Extension Phase II is a result of receiving an updated cash flow forecast from the contractor, adjusting the timing of activities from the adopted budget now that the project has a Guaranteed Maximum Price with the contractor.

### Budget Item Description
<table>
<thead>
<tr>
<th>Budget Item</th>
<th>Description</th>
<th>Increase (Decrease) Amt</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>South Central Extension</td>
<td>No change to total project budget. FY21 annual costs increased due to timing of scheduled work along with programmed payments for revenue vehicles.</td>
<td>$63,182,000</td>
<td>PTF City of Phoenix</td>
</tr>
<tr>
<td>Northwest Extension Phase II</td>
<td>No change to total project budget. FY21 annual costs increased due to timing of scheduled work.</td>
<td>$22,645,000</td>
<td>PTF City of Phoenix</td>
</tr>
</tbody>
</table>

Capital Total: $85,827,000

STRATEGIC PLAN ALIGNMENT
This item relates to the following goals and strategies in the Five-Year Strategic Plan, FY 2016 – 2020:
- Goal 2: Advance performance based operation

COMMITTEE PROCESS
Financial Working Group: December 15, 2020 for information
RTAG: December 15, 2020 for information
RMC: January 6, 2021 approved
Board of Directors: January 21, 2021 for action
CONTACT
Paul Hodgins
Chief Financial Officer
602-523-6043
phodgins@valleymetro.org

ATTACHMENTS
None
Information Summary

DATE
January 14, 2021

AGENDA ITEM 4

SUBJECT
Future Agenda Items Request and Report on Current Events

PURPOSE
Chair Heredia will request future agenda items from members, and members may provide a report on current events.

COST AND BUDGET
None

RECOMMENDATION
This item is presented for information only.

BACKGROUND/DISCUSSION/CONSIDERATION
None

COMMITTEE ACTION
None

CONTACT
Scott Smith
Chief Executive Officer
602-262-7433
ssmith@valleymetro.org

ATTACHMENT
None

Pending Items Request

<table>
<thead>
<tr>
<th>Item Requested</th>
<th>Date Requested</th>
<th>Planned Follow-up Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Valley Metro I 101 N. 1st Ave. Phoenix, AZ 85003 602.262.7433