



MEETINGS OF THE

Boards of Directors

Joint Meeting Valley Metro RPTA and Valley Metro Rail	Valley Metro RPTA	Valley Metro Rail
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Date:
August 27, 2020

Starting Time
11:15 a.m.

Meetings to occur sequentially

Location:
Valley Metro
Via Webex
Phoenix

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Agenda

August 20, 2020

REVISED August 26, 2020

**Joint Meeting Agenda
Valley Metro RPTA
And
Valley Metro Rail
Thursday, August 27, 2020
**Webex/Phone
11:15 a.m.****

Action Recommended

1. Public Comment (yellow card)

1. For Information

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

2. For information

Scott Smith, CEO, will brief the Boards of Directors on current issues.

3. COVID-19 Update and Extension of Board Executive Committee

3. For information and action

An update on transit operation impacts related to COVID-19 will be provided. The Board will also be asked to extend the temporary Board Executive Committee through December 31, 2020.

4. Minutes

4. For action

Minutes from the June 18, 2020 Joint Board meeting are presented for approval.

5. Audit and Finance Subcommittee Update

5. For information

Vice Mayor Bill Stipp, AFS member, will provide an update on the discussions and action taken at the AFS meeting.

REGULAR AGENDA

6. DMS Facility Services Contract Change Order

6. For action

Staff recommends the Boards of Directors authorize the CEO to execute a change order to the DMS Facility Services cleaning service contract to add cleaning and disinfecting fogging of Valley Metro facilities to reduce the risk of COVID-19 through December 31, 2020 at a cost not to exceed \$203,827.

7. Executive Session

7. For action

The Boards of Directors may vote to enter Executive Session for discussion or consultation and for legal advice with the attorney or attorneys of the public body and to consider its position and instruct its attorneys regarding the public body's positions concerning matters listed on the agenda, personnel matters and contracts that are the subject of negotiations, in pending or contemplated litigation or in settlement discussions conducted in order to avoid or resolve litigation; all as authorized by A.R.S. Section 38-431.03 A.1, A.3, and A.4.

The agenda for Executive Session involves consultation, review and evaluation of Valley Metro's employment-related performance review process for the General Counsel.

8. Executive Session Action Items

8. For action

The Boards of Directors may take action related to items discussed as part of Agenda Item 6.

9. Implementation of New Customer Service Hours

9. For information

Beginning October 26, 2020, in coordination with the October 2020 services changes, Valley Metro will be reducing the hours in Customer Service back to the July 2016 level of hours.

10. Quarterly Reports

10. For information

Fiscal Year 2020 Quarterly Reports are presented for information.



11. Travel, Expenditures and Solicitations

11. For information

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

12. Future Agenda Items Request and Update on Current Events

12. For information

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

13. Next Meeting

13. For information

The next meeting of the Board is scheduled for **Thursday, September 17, 2020 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.



Information Summary

DATE

August 20, 2020

AGENDA ITEM 1**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

August 20, 2020

AGENDA ITEM 2**SUBJECT**

Chief Executive Officer's Report

PURPOSE

Scott Smith, Chief Executive Officer, will brief the 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



Information Summary

DATE

August 20, 2020

AGENDA ITEM 3**SUBJECT**

COVID-19 Update

PURPOSE

An update on transit operation impacts related to COVID-19 will be provided.

COST AND BUDGET

None

RECOMMENDATION

This item is presented for information only.

BACKGROUND | DISCUSSION | CONSIDERATION

None

COMMITTEE PROCESS

None

CONTACT

Jim Hillyard

Chief Administrative Officer

jhillyard@valleymetro.org

602-262-7433

ATTACHMENT

None



Minutes

August 20, 2020

AGENDA ITEM 4

Joint Boards of Directors

Thursday, June 18, 2020

Via Webex/Phone

11:15 a.m.

RPTA Meeting Participants

Mayor Kevin Hartke, City of Chandler **(Chair)**

Mayor Kate Gallego, City of Phoenix **(Vice Chair)** (phone)

Councilmember Jon Edwards, City of Peoria **(Treasurer)** (phone)

Vice Mayor Pat Dennis, City of Avondale

Vice Mayor Craig Heustis, City of Buckeye

Mayor Alexis Hermosillo, City of El Mirage (phone)

Councilmember Mike Scharnow, Town of Fountain Hills (phone)

Councilmember Jared L. Taylor, Town of Gilbert (phone)

Councilmember Lauren Tolmachoff, City of Glendale (phone)

Vice Mayor Bill Stipp, City of Goodyear (phone)

Supervisor Jack Sellers, Maricopa County (phone)

Councilmember Francisco Heredia, City of Mesa (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

Mayor Michael LeVault, Town of Youngtown (phone)

Members Not Present

Councilmember Linda Laborin, City of Tolleson

Mayor Rui Pereira, Town of Wickenburg

Valley Metro Rail Participants

Councilmember Robin Arredondo-Savage, City of Tempe **(Chair)**

Councilmember Francisco Heredia, City of Mesa **(Vice Chair)** (phone)

Mayor Kate Gallego, City of Phoenix (phone)

Mayor Kevin Hartke, City of Chandler

Chair Hartke called the meeting to order at 11:21 a.m. The pledge was recited.

Mr. Chair said thank you all for taking your time to join us. This is an extremely busy season and time and I know many of you are beset and besieged with communications and actions with your own Council so thank you for joining us this particular day.



I want to welcome Councilmember Robin Benning representing Queen Creek today. Robin, welcome.

If a committee member would like to ask a question or make a comment during the meeting, please type your comment in the box and it will be read a loud and answered. All meeting attendees please mute your computer microphone or phone. You don't want to have us listen in to what you're saying there or chewing so please, please do those wonderful things.

1. Public Comment

Today's public comment is taken in 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, Mayor Hartke and Councilmember Arrendondo-Savage who are here in the room with us and all of you who are joining us via the wonders of technology. Welcome and, I guess, I don't know if I'll ever get used to this format, but this is what we've got so thank you.

I'd like to talk to you about a few things that are going on since we last got together. The first thing is we were pleasantly surprised a few weeks ago at a tweet that President Trump put out announcing a hundred million dollar allocation from the Federal Transit Administration's Capital Investment Grant program for the -- the South Central Extension/Downtown Hub. This is the second \$100 million dollar allocation. We received the first one last year so that's now \$200 million of the roughly \$530 million that we have requested from the federal government that has been allocated.

Now, there wasn't a check in the mail. It's just that that has been set aside in the budget which means that when we have a full funding grant agreement which we hope to have by next year, that money is -- is been committed. So we are very, very happy for that and really happy for the ongoing support of the federal government and especially when that support comes from somewhat unusual and surprising sources so we thank the President for that.

The next thing is if you'll recall several months ago this Board approved a partnership, a public/private partnership in which we are able to install solar panel shading at our Mesa Bus Operations Center. This accomplished two goals, first of all, we get to take advantage of solar power which will be used internally there at the site to offset or provide power which will save us about \$35,000, \$40,000 a year in energy costs, but actually more importantly it provides shade for over a hundred buses which is incredibly important at this time of year. Normally, our buses have to sit out and run for several minutes air conditioning before they can go out on their route to cool them down. When they sit in the shade that precooling is not required because they're not hot. So it's -- it's



a great twofer and that probably saves us alone about \$70,000 in fuel costs and, of course, is much kinder on the environment than normally. We will on Tuesday, June 23rd host a small ribbon cutting event at a Mesa bus facility. We while -- because of the social distancing, we can't have everybody there. We will have a live streaming event on our Valley Metro Face page we'll give you the -- Facebook page so we'll give you the information as we get close to that to where you can join in if you would like to. Would like to talk a little bit about service updates.

We have recently in the last week or two convened our Finance -- both our Financial Working Group and our Service Planning Working Group to talk about what I would identify as the post-CARES Act world that we are going to be living in. We are so grateful for the CARES Act that has provided us a cushion both here and fiscal '19, '20 and even into fiscal '21 on both the bus and the rail side. However, that money will run out after fiscal '21 and we will be faced with whatever the reality the financial reality and operational reality that we meet. So while nobody has a crystal ball, we are meeting to talk about -- with your staff on both the financial and the transit professional side to discuss what we will look like when the financial realities of a post-CARES Act kicks in in later fiscal '21 and fiscal '22. So just wanted to make you aware of those discussions are -- have started and ongoing and we will keep you updated as to how that goes forward.

We also have had a pleasant experience with this with our Capital I10 Phase One virtual public outreach program which has been going on now about three weeks. Since we, obviously, are not able to meet with the public in person, we have implemented a virtual public outreach and the response has been not totally surprising, but really pleasantly positive. In a normal, I think, a public outreach last January and we received around 140 responses and input and in three weeks of our virtual, we, I think, have surpassed 700 comments from the public so our participation levels are way up and, you know, and I, you know, we are learning and sharing notes. I know, some of your cities have also gone the virtual outreach, but I think the positive experience we've had with this virtual outreach so far is even when we do return, we will not give up the positives that come from this. And we are just as I said, three weeks into this and this is probably the best public response that we've had in, well, since I've been here so really good to hear that.

And very good positive comments and we especially appreciate some of you on the West side who have thrown things on the table for us so consider about positive deal -- positive ideas about perhaps what happens after 79th Avenue and we are grateful to have that kind of a discussion.

The next thing I want to give you an update on is our phased return here at the 101. First of all, I don't ever want to talk about a phase return without reminding everybody that over half of our work force never -- there's no phased return because there was never a leaving of the post. We have several hundred of our men and woman who we call them heros, moving heros who have been on the job from day one even in the time



when we really even though now I am sure we know what's going on with this COVID. Back in March and times like that, we really had no idea and yet we had men and woman in our Operations and Security showing up every day putting themselves at personal risk to provide service and I will give a shout out to Ray Abraham, Dan Filipino, Scott Wisner, and all of our others, Adrian Ruiz, Rob, and Mike Taylor, Rick White on the maintenance of way, maintenance of equipment who have continued to put out incredible service, our partners at First Transit, ACI, Total Transit and Transdev who have done a great job of continuing to provide service.

Here at the office we had planned to have a soft opening starting the 1st of June bringing a few people back. We have a very well-defined protocol for our teleworkers that are coming back. You know, if there wasn't one thing with the COVID then we found that as we had people start coming back they were meeting protests in downtown every day so we are taking a very, very careful approach. And we are in no hurry to return to normal here because our staff, our admin staff, financial staff, planning staff all those have done a great job of working from home. But as you come back you will find, if you come into 101, we will have some very strict protocols that we are following as it relates to social distancing, masks and other things and cleaning and sanitizing. The last thing is at our Mobility Center we have begun once again to certify people and that is going well and so just wanted to let you know about that.

Our calendar that you see the -- for the upcoming meetings, we will have no meetings in July. We'll give you that month off and all of us off. We'll return back in August with meetings throughout the month. We will continue until further notice to have these meetings via Webex and I see that going into the fall.

The last thing I want to do and this is the last meeting, I wish we had the whole group here, but they are here in person, they are here on video. I want to thank Mayor Kevin Hartke and Councilmember Robin Arredondo-Savage for serving as our chairs this year. This is their last meeting and they have done a stellar job in working with us and working with the rest of the Board in undertaking some significant challenges. As usual, I don't know if you can see, if it's picking it up, probably so, but our staff, Hillary and her group, do a great job of preparing collages photo collages for them. And we will, at the end of the meeting, we will take a picture of them and share with them what we have, but thank you, Mayor Hartke, Councilmember Arredondo-Savage for your service and here in the Boardroom we have staff and everything. We'll give you a round of applause here.

And Mr. Chair, that is my report.

Councilmember Tolmachoff said Mr. Smith are you going to be requiring masks to be worn in the workplace as employees begin to return.

Mr. Smith said Mr. Chair, Councilmember Tolmachoff, yes. Part of our protocol is that, for example, if you are in 101 and you are outside of your office and unable to maintain social distancing mask are required.

Councilmember Tolmachoff said thank you.

Mr. Smith said and the same holds for all of our facilities. Little difficult in some of our locations such as the OMC where you have teams of maintenance and other things, but we follow the same protocol wherever we are.

Councilmember Tolmachoff said thank you very much.

Mr. Chair said any additional questions or comments recorded or chatted in? All right. Thank you.

And thank you. Robin, and I'll have an opportunity later, but it's been an honor and a privilege to work with you all and continue to see transportation furthered in our community.

3. COVID-19 Update

Mr. Smith said thank you, Mr. Chair. Yes, I've actually covered most of it. The only other item I would like to say is that the one thing and has changed since or last meeting is our paratransit traffic has increased significantly. Transdev have has recalled most of the drivers that they furloughed early on so that is the one area where we have seen, I would call a dramatic increase in our traffic, 20-30 percent in our traffic. So things have been going on, but everything else is basically the same as it was the last time we met with no changes and no future changes.

We still have, knock on wood, in our workforce and in our contractors, we have not been hit by a cluster of COVID-related. We have spot situations and we have very well defined protocol in place to handle that, but so from our operational standpoint, our work force continues to be able to show up and they are showing up and we have not been affected by that and that's the only thing. Jim, I think that covers everything; right? Okay.

4. COVID Related Face Covering Requirement

Chair Hartke said I'll turn this over to Mayor Gallego to introduce this item, turn it back over to Scott to further elaborate and staff here, and then open this up for questions or comments from our Board as well as then we'll seek direction on where we move from here so Mayor Gallego.

Mayor Gallego said thank you, Chairman Hartke and thank you for your service to our region during this unprecedented times. You could not have known what you were



getting into when you signed up, but you and Chair Robin Arredondo-Savage have just done such a great job navigating us through very difficult times.

I joined with Councilmember Heredia in asking that this item be placed on the agenda. In looking at best practices from transit agencies around the country, it looks like masking is an important tool to help slow the spread of COVID-19, to protect our drivers and our public including vulnerable adults who may -- vulnerable people who may use our system. I also think it's an important policy to get -- to make sure Choice riders who have a choice about whether to use our system feel comfortable returning.

The Phoenix City Council did vote on Tuesday to require masks on our portion of the transit system. I am excited to share with you that the Governor's office was very supportive of our decision to do that and it had a unanimous vote on the City Council including our more libertarian and conservative members so good news from that prospective.

I think this is a good complement to the many other policies that Valley Metro has moved forward with and this Board has supported including protective shields and rear-door boarding and it comes at a time when we are seeing record numbers of cases. I think the 2, 519 new cases reported today is, again, another new record and the fact that only 15 percent of our inpatient beds remain available in Arizona is also concerning so this, I think, is a timely item and I'm grateful to the Chairman for putting it on the Board, on the Board agenda. Thank you.

Mr. Chair said thank you, Mayor Gallego. Scott.

Mr. Smith said thank you Mr. Chair. This is -- as the Mayor said, this is an issue that has been around for while. Our staff has spent several weeks discussing this with Operations and also with fellow CEOs and groups through APTA from around the country to see how this is being implemented. We worked very closely with Phoenix transit staff and watched very closely what they did -- what they presented to the Council and what I'd like to do is turn it over to Alexis Tameron Kinsey and Hillary Foose who will describe what our staff has done and their findings and where we are on this.

Ms. Tameron Kinsey said thank you, Scott. Mr. Chair, Members, I believe, this presentation was sent out to you this morning. We just kind of want to go through what we were looking at. As Scott said, we have been talking about the possibility of instituting such a measure across transit for over a month. We've, I've personally talked to many of your intergovs about this weeks ago. We were looking at other transit agencies. Essentially, asking the question of what it would take to require and implement.

So as you can see, for your consideration today is requiring transit operators and passengers to wear face coverings while using Valley Metro-operated transit. This would go across all modes of public transit operated by Valley Metro for everything, fixed route, Express Service, local circulators, we operate on behalf of cities, van pool,



paratransit, Ride Choice and light rail. And as Mayor Gallego and Scott had indicated what Phoenix proposed based upon looking at other transit agencies across the country -- what they proposed and unanimously adopted on Tuesday is consistent with what other transit agencies have done across the country.

So when reviewing options, again, it was looking at what those CDC guidelines were. We employed APTA and their resources in terms of what they're doing or providing guidance and suggestions on the encouragement of wearing face masks while riding transit. Again, we researched multiple agencies. They have instituted various different approaches. Most of which emphasize education and urge compliance to modify behavior and I can say based upon all of our research, there really was no consensus which is why in these next slides you will see some transit agencies handle it differently, but the approach and implementation is very similar.

So what you have in front of you is just a kind of comparison of peer agencies. We took a look at if there was a requirement. If so, how was -- what was their guidance on enforcement. Whether or not there was some other agency or county order public health order or anything like that and also looked at open or closed systems.

Oftentimes during this time, transit is painted by what is happening or not happening in New York and at MTA so they have a closed system. They have their own police force. It's their own mini city on transit so we wanted to make sure you had a clear picture on what other people are doing, in particular, our peer agencies. And you can see some have a requirement, some don't, but if we pointed out Troy MET, in particular, they do have a requirement and their requirement is to -- their enforcement or their guidance on this has been to encourage compliance through education and that also was a move made by the State in terms of requesting that order.

We'll go on to other agencies we radio looked at. Again, like I said, we looked at New York. There's no civil penalty. There really was not a mechanism in place or that we know that they're enforcing. It's more of a change in behavior. Sound Transit, King County Metro in Seattle. This is one that we know we were looking at pretty closely. Not only Valley Metro, but the City of Phoenix in terms of their requirement and, again, they are -- it's compliance through education. They're not issuing any sort of penalties. The one thing I will point out and I -- this is probably one of the good things about having these meetings over Webex. I want to point out SEPTA in Philadelphia. SEPTA does have a requirement, but, as you can see, the police, their force is not enforcing it or issuing any sort of citations. What we've learned and a lot of transit agencies learned when SEPTA rolled out this requirement in April. All you have to do is go to a Google browser and Google SEPTA facing coverings and police and you will find multiple articles and graphic pictures of police forcibly removing a person from a bus that created ripple effects across transit agencies of really how -- what's the best method of educating people and encouraging them to wear masks to change behavior so they were somewhat of the poster child of what not to do. And they've since modified that so I just wanted to point that out if you want to take that Google search, feel free.

So on a compliance emphasis very similar, I wanted to make sure too in case you did not see, I did provide some of the slides that I asked Phoenix to share with me what was presented on Tuesday to their council and this here pretty much lays out their plan and their procedure on how they're going to go handle it. And again, it's consistent across transit agencies across the country. It's following CDC guidance on facing coverings which allows for health and safety exceptions. You can see those there and it -- in those cases as well and I thought it was great to note that in -- sometimes you just don't know or an operator doesn't know if someone has a health condition and can identify that they do so their won't be operators asking or making assumption otherwise.

It allows for a variety of face coverings that you can fashion at home out of materials that you have. There's plenty of information out there on social media and websites and the CDC on how to make them, what is the best use, but they call for anything from the reusable one time blue masks that you see to any other sort of face shield essentially that can be affixed over your nose and mouth that would be allowed. Operators will not prevent riders who do not have face covering from boarding. Again, this is part of that issue of not being identified -- be able to identify and then asking the question. We also don't want and most transit agencies don't want their operators essentially required to, for lack of the better term, police the system while they're also tasked with making sure that there's a safe ride. Law enforcement or security personnel will not be involved. Not wearing a face covering will not provide a grounds for stopping or detaining individuals and transit and safety staffs will be incredibly involved in educating and encouraging individuals to wear face masks, again, with the goal of changing behavior.

Part of this -- what their thought in terms of implementation and outreach, it would be effective date of July 1st with public outreach starting next week. We also believe that we can meet those deadlines should the Board choose to go in this direction. Develop and implement a very robust public awareness campaign, again, that would be complete with all social channels and media availability we have and Hillary will get into those ideas. And, again, we would be working with our contractors, our city partners, and other stakeholders to develop a very well rounded, well encompassing distribution plan to make sure facing coverings are accessible and available for those in need.

And then I'm going to ask Hillary to kind of go through some ideas in terms of what that public outreach and campaign would look like.

Ms. Foose said thank you, Alexis. Mr. Chair, Madam Chair. I wanted to just share with you a couple of visuals. I have a couple slides here to share. We, obviously, since the start of this pandemic, we've been educating consistently and in a very robust fashion all the different safety measures we are taking as a transit agency. What you see in front of you is some of our more recent signage. Obviously, the signage and our public awareness efforts have evolved. Right now, it's really focussed on wearing a facing covering as well as maintaining your distance so these are pieces that are actively out

on the system today and we will only continue to enhance that depending on the direction from today's discussion.

Additionally, in addition to signage, we've also done a lot of work on social media as well as creating some of our own content including a safety video that was illustrated in nature. We are, obviously, pushing out our own social media content, but also re-tweeting from very reliable sources and, in addition to those means, we also can reach our riders through audio announcements as well as focussing on setting our staff as an example of what to do. Our staff is out there as Scott very well mentioned are working very hard and they are following the protocols and are fully accessible to have PPE with them.

Distribution. We have been talking for some time about how do we make face coverings available to our riders? And so depending on the discussion today, we will certainly get out in the field and do that and here are some of the ideas that have been talked about over the last several weeks.

Phoenix is going with a model of activating their transit centers. They've identified four in the region. We have other transit centers in our region as well that we could activate and work with our member cities to do that. For those communities that don't exactly have a transit center, we could also work with those communities to develop a custom strategy that allows us to connect with riders in their community.

We will also rely on our field staff. We have a robust amount of field staff from First Transit and Total Transit supervisors that are out in the field already. We can equip them with face coverings to share with the public. Our customer experience coordinators who are focused on the rail system and Adrian's team and the fare inspection team. They want to be helpful. They want to help share the message and so we will plan to supply them with face coverings to issue to our riders.

In addition to the above outreach events, we do this very consistently and working in partnership with your city staffs in getting out into the community at high volume transit locations to make sure that we can be present, share the message about face coverings, and the importance of them as well as to share actual face coverings. We do have a supply coming in from the FTA and FEMA that we will start to issue based on today's discussion and can start next week.

And we've also talked about local partnerships. There are many nonprofits and community groups that we work with who share in this public health concern and how do we really leverage our resources to share the message and to get out into the community? And so we've talked about opportunities with local nonprofits as well as specific populations. We want to be mindful that this is important even as we bring students back to the system and riders back to the system and so how do we put in the place outreach efforts and strategies that really speak to those unique audiences as well? So with that, I'll turn it back over to Alexis.

Ms. Tameron Kinsey said one thing I would also just add because questions have come in either through enter intergovs or from members directly. One of the specific questions was whether or not we would have a box of masks or face coverings available on a bus or on a light rail car and, we wouldn't, to answer that question. And part of the reason is that you don't want people's hands in a box contaminating other masks unless there was a way to look at individual single use wrapped ones, but then, again, you still have people reaching in co-mingling with other masks even if they're individually wrapped so I did want to make that point known with the members. But again, part of Hillary's presentation is too, how do we overcome that and still make them as accessible as possible for people who are in need? So with that I will turn it back over to Mayor Hartke and we are here for any questions members may have.

Chair Hartke said thank you, Alexis. So I know several of my questions have been answered as I've looked at this concerning, as you know, with our heat even this next week of ascending 110 degrees nobody anywhere wants anyone denied access to transportation. And regardless if this is someone commuting to a job or someone that needs to get across our city so I -- we've addressed that.

If we are -- the daunting task of enforcing to me, I think you've answered in terms of the education piece as well as just with so many other stories going on, we don't need the story coming out of the case that you cited. And I'm concerned for whether our enforcers are those who are charged for discipline on a rail as well as any of our cities that they're not further taxed or that any emotional situations don't escalate so I think we've addressed that.

I still would like to see and I -- for us to explore if there was a way to make masks available and I understand what you're saying about hands in there. And I don't know if there is -- I -- we don't want things on platforms vandalized and I don't know if there's an easy dispensary-type mode available that would avoid people touching things that, but if there are ways, I trust our staff to be able to pursue these.

And concerning the duration of these, I'm assuming that we would have opportunity to have input or on the other side of the curves be able to also see that whatever is being educated and looked at in the front diminish so --

Ms. Tameron Kinsey said Mr. Chairman, to answer the question and, again, it's part of what Hillary and her team will roll out is to find and be creative about how we make face coverings accessible to those what may not have them. Part of that is starting a public awareness campaign as early as next week before this would go into effect July 1. And we would propose going into effect July 1 to align with Phoenix transit so that we are consistent across the region. But that's part of the reason why you would have that ongoing robust public campaign prior to an effective date because we'll also be able to have people out whether some select bus stops. We will go and look at heavy use routes and make sure there's some presence there. Also we know that we will push out so that the press and everyone else covers it so that they know that that expectation

has changed. And we believe that changing those expectations are a good measure and part of being able to change behavior so that's what we are hoping to use the next couple of weeks before we would basically make sure people are equipped and know that this is a different expectation on transit.

Ms. Dillon said Chair, I have two questions from the chat. The first question is from Vice Mayor Stipp and he said: Is it really the place for the transit agency to provide masks?

Councilmember Tolmachoff said do we have any data that shows what percentage of our riders use transit center? And how many are basically, you know, accessing transit with, I mean, I would imagine the majority of our, I know in Glendale we have two transit centers, but the majority of our riders, you know, stand to a sign that's the bus stop. So what percentage of people are going to -- I know you said you're going to have the mask available there, but what percentage of people that may not have a mask are boarding buses places other than transit centers?

Ms. Tameron Kinsey said Councilwoman, Mr. Chairman, Councilmember Tolmachoff, I don't have a percentage number to give you off the top of my head. I can confer with the Phoenix transit as well because they have a number of transit centers and get an answer to you on that I just don't have at this moment.

And to go back to answer Vice Mayor Stipp's question with regard to transit agency should be required or, I assume, also expected to be able to provide on an ongoing basis face coverings. Part of the reason why we would go with face coverings and not masks because you can fashion a face covering, a cloth face covering, out of almost any material whether it's a bandanna, scarfs, I've seen them made out of socks. There are quite a number of videos that can show you how to make them.

But our plan or our -- how we would roll this out and Hillary can add to this if she'd like. Is part of that public awareness campaign is making those that -- those face coverings that have been provided by FTA and FEMA part of the first wave that we would deploy or at least make available to the public through that public awareness campaign. We are expecting even more part of this was FTA's belief that we should as a transit agency have some and distribute whether to our staff or our riders. Knowing that it's not going to be an endless supply, but, again, one, using this to change the behavior and change expectations that this will be required so.

Again, going back to the public awareness campaign for the first couple weeks it would be rolled out, we would use those that were supplied to us by the federal government. We are anticipating even more, but, again, our hope is that the expectations will have changed. The compliance will be that people will assume, not much different with my explanation of the expectations changing when there was the stay-at-home issue order and even on the curfews. People will comply. There will be a small percentage that

won't and those are the ones we want to hit with our education campaign and change that expectation so with -- Hillary anything else to add on that front? That's the expectation we have and how we would roll those with the FEMA and FTA masks, Vice Mayor Stipp.

Chair Hartke said and to Vice Mayor Stipp's comment, my concern with that is just if there are people that show up without for whatever reason, they forgot, they this, this that. Again, there's seemingly an unending source of public shaming going on everywhere in our communities and across the United States right now. And if providing a mask would reduce or eliminate that rather than having people stare at someone on a bus and making them uncomfortable, to me it's a small measure that we could provide. That's my concerns since we are obviously not going to leave anyone out in the heat in Arizona so that's just my thought with that.

So there was another question?

Councilmember Tolmachoff said thank you, Mr. Chair. So that was my question then, so people will be allowed to board without a mask or a face covering; is that right?

Ms. Tameron Kinsey said Mr. Chairman, Councilwoman, yes. That is correct. We will not deny boarding.

Councilmember Tolmachoff said okay. Thank you.

Councilmember Klapp said yes. I had a question about consistency across the county. Have you discussed this with the county supervisors? I don't know if we have a County Supervisor represented in here today. What is the county saying about how they're going to handle this? Because, obviously, the bus system across county lands and they should be weighing in on this as well.

Chair Hartke said so I do know Supervisor Sellers is online. Supervisor, if you to want weigh in at all.

Supervisor Sellers said well, we are going to have an Executive Session on that very topic tomorrow afternoon. And we are getting a lot of feedback from the different municipalities and our districts. And so we will factor that all in because, you know, I certainly agree with you, but I think that it's important that we have a uniform policy as much as possible throughout the county so that, you know, there's no confusion for people as they move from one area to another. So it's important to us to be able to get that feedback from the municipalities in our districts to find out what their plans are or if they want some advice from us on what we think would make sense for an overall plan.

Ms. Tameron Kinsey said Mr. Chairman, just to add Supervisor Sellers point and also Councilwoman Klapp that was our approach is seeing what other agencies are doing. Make sure that in engaging in those conversations for over a month with Phoenix

transit. Wanting to not have some sort of disjointed measure or expectation out in the community so, again, I kind of fall back on the public outreach. We have time to make sure we are coordinating not only with our city partners because I understand there will be a lot of meetings coming up. It's getting scheduled pretty quickly in the last 24 hours, again, to Supervisor Sellers point of just making sure that we are as coordinated as possible and, again, I always fall back on managing expectations and resetting them in order to change behavior we want to make sure that is as uniform across the county or the region as much as humanly possible.

Vice Mayor Dennis said thank you. Just a follow up on providing masks and I don't know what the dollars or how -- what that length of time that we would have that available to us. So if we are finding that the dollars or the masks that we have based on the length of time we have, we might also make sure people understand that this is a transitional opportunity for, you know, receiving a mask if there is a need for one. So I just want to make sure people just don't depend on it that they also have to look for, you know, masks on their own as well.

Councilmember Robin Arrendondo-Savage said thank you, Mayor. Just a couple things, I guess, a couple questions. One, I'd like to know do we have any feedback in regards to how many riders are actually wearing masks now? Has that been one of the things that we've seen? Ridership is increasing. What does that look like?

Ms. Tameron Kinsey said Councilwoman, Mr. Chair, members, I will ask Ray Abraham, our Operations Director and Adrian Reece to elaborate on what they're seeing out there on the systems.

Mr. Abraham said thank you. Mr. Chair, Madam Chair, on the rail system we are averaging 17 to 20 percent and what we are getting from the bus system it's very similar. It's between 15 and 20 percent right now wearing masks.

Ms. Ruiz said Mr. Chair, Madam Chair yes. The CECs have been collecting data for -- lots of data over several weeks and that was one of the item that Ray's team has been collecting. And we did have a bus operator focus group meeting this morning and we wanted to confirm what they're seeing. On paratransit it's about 50-50. 700 trips on average and maybe 3 to 5 people will voluntarily take a mask we offer them. So it's really getting that robust messaging and communication out there that this is a public health issue and we need people to take responsibility for themselves and others and respect others and have the facing coverings.

Councilmember Arredondo-Savage said yeah. Absolutely. I don't disagree with what's been said here. I think the one thing in regards to what you said Mayor Hartke is, I think, if there's things that we can alleviate and encourage and, I think, being able to provide a mask for somebody, you know, within that bus system has to happen. I would think that would be a really big top priority. I'll have to admit I actually was shopping in Chandler at REI and they had not, they had just opened, but they actually had a box

where you could pick the mask out and you would only pick that mask that you would touch. And there was no other way so I'm thinking if we are trying to be flexible and creative, there's definitely some ways to do that. And I think we want to show goodwill and really encourage people to do it and to say you must do it, but not provide them the means to be able to do it seems kind of counterproductive to me. So I think if we move down that direction that has to be a top priority and some consistency throughout the whole system in the region so thank you, Mayor.

Councilmember Tolmachoff said Mayor Hartke, I have another question. I just want to say that and I agree with this. I think this is something that we need to do, but we can't just have them at the transit centers and feel like we've done something. We are going to have to find something probably the most economically disadvantaged parts of our cities don't have a transit center and those are the people that probably need a mask that don't have a mask. So, I mean, we are going to have to probably really try to think outside the box if we are going to take this on. How are we going to be able to provide masks for people who don't have access to a transit center? And are probably living and using transit in an area where they may not have, you know, have their own masks. So we just need -- I just want to make sure we are not thinking okay. Well, we solved that we can move on. We still have to figure out a way to be able to provide masks to people who are not boarding at transit centers.

Ms. Foose said Mr. Chair, Madam Chair, Councilmember Tolmachoff, thank you for that. We agree. And we are going to need to be creative in how we -- it's always a challenge to access our ridership particularly those who in this case will really need it. And so we are on board with using that creativity and being out in the field safely with our staff that's also is concern to make sure our staff remains safe in that execution, but we will be creative and work with your city's staffs to come up with those creative solutions.

What will also be educating is, as Alexis mentioned, you know, and you've seen all the commercials from the CDC about face coverings. You can fashion them yourselves. That will also be part of the education just to make sure people feel equipped with the information, but thank you for emphasizing that.

Ms. Dillon said I have another comment in the chat. This is from Councilmember Jared Taylor. I appreciated the tables that showed what other transit systems are doing with regards to masks. Was there any data from the systems on their efficiency of their policies? And then, in other words, did the systems that are requiring masks have any data that their communities are healthier?

And then another question from Vice Mayor Edwards. Hold on. They're popping in now. What about the clean up of used masks on the bus and around the stops? Is that being considered?

Mr. Smith said Councilmember Taylor. This is all is relatively new. I would say most of those -- most of those policies that were put in place have probably been within the last 30 days. I think, as with a lot of things with COVID, it's a moving target and it takes time to really judge the impact of things. I think most -- what we are seeing now is communities have seen an increase in cases and they're looking for ways that are -- they believe are reasonable and can be implemented and that's one reason why you've seen the masks following the CDC guidelines. It's still too early though for there to be -- to have been data, specific data collected as to the direct impact of that. And Alexis I think has some more so to say.

Ms. Tameron Kinsey Mr. Chair, Madam Chair, Councilmember, I would also add that part of what transit agencies are doing and the reason why not only from a public health standpoint, but it's also part of a recovery. And making sure that riders understand and know that when they're ready to return to the system, we are ready to have them.

That's a common theme across the country with transit agencies is making sure we not only project that the system's safe, we show them that it is. We welcome them back and they would be coming back to a system that we would be proud of and they could be proud of too so that's part of the messaging. And some of the anticipating recovery tactics that transit agencies are using across the county.

Councilmember Taylor said thank you. Appreciate the follow up to those questions. Mr. Chair said okay.

Ms. Dillon said the next question is: What about the cleanup of used masks on the bus and around stops? From Councilmember Edwards.

Ms. Foose said Mr. Chair, Madam Chair, Vice Mayor. Thank you for that question. We are thinking that through and have thought it through. We have enhanced cleaning happening on the system today. You've seen some of our reports on that where we have additional cleaners and additional procedures happening in the field today. That will be helpful to clean up efforts. We also have receptacles on our vehicles and at our stations. And as we do physical outreach in the community our team will be very respectful of, you know, taking care of the environment, returning it to the environment that it was before they were there.

Ms. Tameron Kinsey said yes. And I will add that that was a question that came up during the Council meeting too in Phoenix. Just wanting to make sure that there wasn't soiled or dirty masks circulating out there so, again, to the enhanced cleaning, but also making sure too that part of that public awareness campaign is, again, emphasizing that you can also use cloth masks. They don't have -- your mask doesn't have to be one of those blue masks is part of my point in making sure that's mentioned that all mask coverings and I can see this part of our public outreach letting people know just what will work and won't, but that's what we hope to educate the public.

Mr. Smith said one last thing is that I think that this has moved pretty quickly and when you look at what the Governor came out with the other day and I know that many if not all of your Councils are having some sort of discussion on it. We certainly won't be the outlier and, I think, if someone leaves our system, they're going to walk into wherever they walk into a place where the expectation is that they will still need a mask. So I think a lot of this will take care of itself, but we, as Hillary said, have upped our game as far as cleanliness and cleaning and we'll make sure that the system is clean.

Chair Hartke said and by the other day, you mean yesterday; correct?

Mr. Smith said yeah. I mean, this is as I think we've talked the whole time, this everything seems to -- don't plan for tomorrow because you don't know what's going to happen today. And we are do the best we can, as you are I know, to try and anticipate. But for us it's continuing to carry a hundred thousand people a day as we are right now and even a reduced schedule and reduced ridership and still adapt to expectations and current, you know, current changes in policy.

I think if you would have -- we would all agree that a week ago, two weeks ago, this was just sort of a whisper and it's turned into the issue out there. And we had been planning along with Phoenix transit 2 and 3, 4 weeks ago recognizing that we were going to deal with this. We had no idea that things were going to change as quickly as they did so.

Vice Mayor Stipp said thank you very much. So my question in the chat was about, you know, we are worried about how we are going to distribute these masks and get them out and provide them for the people that don't have them which I completely understand and I think to Councilmember Dennis's point that we are going to -- we'll be able to do this initially, but sooner or later some personal responsibility and whatnot's going to have to kick in and folks are going to need to keep these. Which then leads to the well, how do we distribute all the that, etc.

So my comment in the chat was this may become not so much the transit authorities responsibility, but the local municipalities responsibility to provide places for people to go who don't have masks to get them. And I'm in support of the concept of doing it and moving forward. I do share the concern though that if, depending on the quality and the type of mask, if people are coughing and sneezing and whatever else in the inside of these masks and then they're being discarded with potentially -- with you know sputum in it, we are going to have biohazard on each of our buses or in each of our garbage cans or whatever the situation is.

So, depending on the type of quote/unquote disposable mask, we could be really creating 2 of 3 other problems down the road that I really don't know that we've -- that we are anticipating. And I realize order just came out yesterday and so I'm just cautioning us that when we go down the road of requiring masks that we be careful about our providing them because the second and third order he effects of that are



going to be pretty substantial that I don't know that we are able to today think all the way through it.

So this public ed campaign is going to be important and how we move through that so maybe we slow down on the provision of the masks and where we are going from that and try to look a little bit more regionally not from Valley Metro, but perhaps as individual municipalities. We don't have an -- no one has an infinite supply of money so we've got the figure out a way to get those that don't have masks to get them while at the same time not creating a secondary public health emergency through the garbage.

Ms. Tameron Kinsey said Mr. Chairman, Vice Mayor Stipp, Mr. Chairman, Madam Chair, Vice Mayor Stipp. The -- I do want to clarify too that the masks that have been provided and sent to us from FTA and FEMA and, again, we are getting another shipment of them. They are reusable masks or face coverings. We will be in anticipation of that public outreach, that initial public outreach indicating the proper use of the masks and that they're reusable, washable. We understand that it is going to be a large endeavor of education not only from our point of view at Valley Metro, but as yours and your cities and communities and that's why too part of what we would roll out would be highly coordinated with our stakeholders, with our cities, with our member cities so that we are back to the point, I believe, that Councilwoman Klapp and Supervisor Sellers indicated of having coordination across the region. So that is something that we will and have and will plan on making sure that that is big component of it. And providing where we can if there's not a -- to the point of there's not a transit agency in your community working with the partners to identify places in your own communities where that might be. And using some of the allotment from FTA, FEMA to provide those kind of initial face coverings that are reusable so they're not just, these ones are not disposable. And I think that was part of the plan in mind for FTA to send these out.

Chair Hartke said thank you. Boy, was that a long explanation to say they're not disposable masks. Anybody else?

Chair Hartke said all right. Scott, any additional comments or questions from you as we look at this?

Mr. Smith said no. I appreciate all the input and we understand that we are, in many ways, we are in uncharted territory here so we are going to be learning as quickly as we can. Sharing with your staffs and we will also share with you the Board, with the Executive Committee on a weekly basis things that we will learn, that things we found out and we'll see. As a whole community, I think, we are going to -- as it looks like more cities are going to be either requiring or encouraging, however, they fall out. There's no doubt that this is a new adventure for us as a community and we'll learn as best as we can and adapt as best we can.



Our number one priority is to provide safe transit to as many people as we possibly can. And to keep our workers safe and our passengers as safe as possible. We have an absolute responsibility to our workers. There is a lot of personal responsibility that comes with our riders, but we have also a responsibility to provide a safe place for those that are being personally responsible from those that aren't. And that's the challenge we have in transit. Is even masks are really meant for me to be protected from you -- me not to hurt you not for me to avoid things myself so we'll find that balance.

We appreciate the work that has been done so far with the cities and with Phoenix transit. We've had a lot of conversation with them as they develop their policy. We had a lot of back and forth as to the different things and I appreciate what I believe is a solid policy that they came up with that is very consistent, as Alexis said, is very consistent with what is going on around the country. The only -- I will tell you one thing. There is consensus about one thing around transit agencies is that this is a problematic issue as it relates to transit. And all the questions you raised are questions that are coming up in other areas so we will follow their examples as it relates to distribution, disposition, and those kind of things that we'll let you know.

Chair Hartke said all right. Seeing no further questions. Board, I'm quite comfortable and just like to recommend that we give Valley Metro, the RPTA the direction to enact what we've heard today and move that as a recommendation rather than us taking an official vote.

Mr. Smith said and that's correct Mayor. Since it is an operational issue it doesn't require an actual vote, but we would be looking for direction and, I think, the direction the staff would be is as it's been presented by Alexis and Hillary, the program going forward. We would move to implement that program as it's been explained to you unless there's any opposition or any problems the Board members. We'd take that as your direction to move forward as explained.

Chair Hartke said any final comments on this? Or additional comments from the Boards? All right. Seeing none. In the words of Captain Picard, make it so.

5. Possible Executive Session

Chair Hartke said we don't have an executive session planned at this point.

Mr. Smith said no. The purpose for that is if there were any legal questions that came up. A lot of those were resolved with the actions that the Governor took so the question as to whether this was in compliance with the Executive Order and other things that were sort of answered so there's no need to have an Exec Session.

6. Executive Session Action Items

No action items.

7. Minutes

Chair Hartke said minutes from May 21, 2020, Joint Board meeting presented for approval.

IT WAS MOVED BY COUNCILMEMBER ARREDONDO-SAVAGE, SECOND BY COUNCILMEMBER KLAPP AND UNANIMOUSLY CARRIED TO APPROVE THE MAY 21, 2020 JOINT BOARD MEETING MINUTES.

8. Audit and Finance Subcommittee Update

Councilmember Arredondo-Savage said thank you, Chair, Mayor. Yes. The Audit and Finance Subcommittee, of course, has been diligently working and really taking a deep dive on a few things. As I think we had mentioned before, we are working on the Audit Charter and the Audit and Finance Subcommittee Charter too just to make sure that, you know, we are all on the same page and, as we are there now, but for those that will come after us to make sure that we have good direction and guidance so that is one thing that we are working on. And I to want just say thank you to Alexis for her work and for always listening to us and trying to incorporate some of our concerns and issues within to that document. I think that's going to be really helpful as we move forward.

And, of course, one of the things that we are going to be talking about today is our budget and we did have a pretty extensive discussion regarding budget and had a few questions and continue to talk about the increasing cost of rail, operating costs and what we are doing to try to minimize those. There was some concerns about the FTE increases for the Legal Department and we'll see that and I'm pretty sure Mike Minnaugh will be prepared to have a little bit more discussion on that.

And then also to really encourage prepare like a multiple budget. I think Scott mentioned it a little bit earlier about, you know, what happens, you know, in the future.

And the CARES Act is a one-time type of funding and what are we going to do after that just to make sure that we are prepared. I know a lot of our own agencies, our own cities are preparing budgets with deficits and what that might look like so it was strongly suggested that we create a budget exercise with worst case scenarios just to make sure that we are all prepared for what we don't know so those are things that we been working on, Mayor, thank you.

9. Consent Agenda

Chair Hartke said would anyone like any of these items removed from consent agenda?

Hearing none.

Vice Mayor Dennis said yes, Mr. Chair, I'd like to have 9B removed so we can discuss that.

Chair Harke said said all right. So you'd like to have the 9B, the Autonomous Vehicle Pilot Program with Waymo Contract Extension removed so that we can discuss that? Vice Mayor Dennis said yes, please.

Chair Hartke said all right. So that is also we will look at next. Our consent agenda is now Item 9A. If there are no further questions, a motion would be in order.

IT WAS MOVED BY COUNCILMEMBER ARREDONDO-SAVAGE, SECOND BY COUNCILMEMBER TAYLOR FROM AND UNANIMOUSLY CARRIED TO APPROVE CONSENT AGENDA ITEM 9A.

9B. Autonomous Vehicle Pilot Program with Waymo Contract Extension

Chair Hartke said who is the appropriate person to make a presentation?

Mr. Smith said Mr. Chair, I'll turn it over to Jim Hillyard, our Chief Administrative Officer who's responsible for this program. Jim.

Mr. Hillyard said thank you, Scott.

Vice Mayor Dennis said Mr. Chair, before you start. I do have a specific question. This might help. It talks about a cost not on to exceed \$50,000. From the description that I read, you know, we had already appropriated \$200,000 for the program so my concern is the \$50,000, I'm assuming that's additional to the \$200,000 that we've already appropriated. And why are we looking at extending another \$50,000? If it is, for something that we assumed was going to be managed under the \$200,000.

Mr. Hillyard said thanks for the opportunity to clarify Vice Mayor. No, in fact, that's not a new \$50,000. All we are doing there is taking \$50,000 of the \$200,000 previously approved and we are moving it from one fiscal year to the other. So this -- the original approval was \$200,000 to conclude at the end of fiscal 2020. We got off to a slightly slower start than anticipated so instead of the pilot project ending in July or June rather, we now expect it to end in October of this year.

The good news is the cost of the project is substantially lower than anticipated. The original approved amount was \$200,000. Year-to-date, we've spent less than \$15,000. We think that we'll spend another \$50,000 in completing the research study, in completing the project between now and October for a total cost of only about \$65,000. So bad news is taking slightly longer, good news is costing much less.

Vice Mayor Dennis said thank you very much. That's all I really wanted is some clarification. I was just more concerned that we are not adding additional \$50,000 to the original \$200,000 so if there is no other concerns.

IT WAS MOVED BY VICE MAYOR DENNIS, SECONDED BY COUNCILMEMBER TOLMACHOFF AND UNANIMOUSLY CARRIED TO APPROVE CONSENT AGENDA ITEM 9B.

10. Enterprise Resource Planning (ERP) /Enterprise Asset Management (EAM) System Contract Award

Chair Hartke said Mr. Smith would you like to introduce this item.

Mr. Smith said thank you, Mr. Chair. I'll turn it over to Paul Hodgins who's managing this program. Paul.

Mr. Hodgins said thank you, Mr. Smith. Mr. Chair, Madam Chair, members of the boards. We have embarked on a project to replace our Enterprise Resource Planning system. This started really back in December of 2018. We hired Plante Moran, a consultant, to help us assess our current system, our current capabilities, look at our business processes. The result of that assessment is they felt we needed to replace our ERP and so about a year ago the Board of Directors approved the RFP to go out. So a little bit just on the assessment that Plante Maron did, the key findings, and why they felt that it was -- this project was important. You know, our systems right now were developed independently. They do not -- they're not integrated. They do not talk together. We don't really have access to good realtime data. Our reporting is really after the fact. There's not a good user experience and we have multiple shadow systems mainly Microsoft Excel that track a lot of our processes and it's just a lot of manual uploads and downloads and they felt that it was pretty apparent that the technology needed to be improved and upgraded.

Also on the process because all of our technology systems kind of grew up independently. They each had their own process. Nothing was consistent across the agency. There was no real IT governance or strategic vision for the ERP, for the IT and so they felt that we really needed to become more consistent and that a new ERP would really help us in that regard.

They identified some risks to changing and some risks to not changing. I won't go through them, but, at the end of it all, we decided that it really was best for the agency. It's a critical project for us moving forward to upgrade the entire system.

Just a quick review of the procurement process itself. We received proposals back in November. We received ten. Five we felt met the minimum criteria. We brought three proposers in to do demonstrations. This is just before the COVID-19 hit so the demonstrations were here, but we ended up doing reference checks with many -- we



tried to use transit systems where we could, but with references for each of the three proposers we ended up doing those on a virtual basis either through Zoom, Webex or some way. After that the evaluation team unanimously agreed that the proposals from Denovo Ventures which includes an Oracle ERP and the Trapeze EAM should be recommended for us.

So just a quick look at the implementation team. As I mentioned, Denovo Ventures is the lead implementer. They're a third-party implementer for the Oracle cloud system.

They're a Platinum Partner for Oracle. The Trapeze system. Trapeze is a transit-specific company. They make a lot of different modules across the transit world including some that we use for paratransit scheduling, for our ADA certification. This particular product is for asset management. And they also have a company called N Momentum that will support change management.

So the ERP components, we have a lot of them as part of the ERP Cloud System. We have already procured the Oracle HR system separately that's being implemented so that will integrate seamlessly into the ERP financials, contract management, procurement, grants, all things that are not integrated today. And, as I mentioned, the Trapeze Assets Management system will track all of our assets, will help us with the state of good repair to meet FTA's transit sets management plan requirements. As I said, it was built specifically for transit and with the Transit Assets Management Plan requirements in mind so it will really support that. The Work Management System will support the light rail maintenance, but it could potentially support bus and paratransit in the future where we could ask our contractors to integrate the maintenance they do into our system so we could have better information on the condition of our vehicles moving forward.

We are looking at an initial contract term for this as 47 months. It's an odd number, 47, but that aligns with our current Oracle HR system so that would bring the terms together and then we would have two 3-year options so that we could just move it all together -- move forward as a package. So the maximum term for this would be ten years.

Just a quick comparison on costs. Plante Maron had estimated that if we do nothing, keep the systems that we have with the cost of the shadow systems and staff and all the different programs would be about \$900,000 per year or over ten years about \$9 million. The Denovo proposal has a high implementation cost up front about \$4.7 million. The annual license fees are fairly low compared to what we have now, \$472,000 so ten-year cost there of about \$9.5 million. If we include some of the additional costs that we will incur for project management outside of this contract that's perhaps about a \$10 million total so a little bit more than the do nothing, but we believe the benefits far outweigh that additional cost.

So just very quickly some of the those benefits again, it's an integrated environment systems will talk to each other. They will all be a cohesive system with more error checking, fewer chances of input errors, increased capabilities, more realtime, better internal controls, it will help us to make consistent our practices and processes across the agency, reduce some of the cycle time. In particular, when we look at payment processing right now, we move paper invoices that could come from the Mesa bus operations facility, has to come downtown and pass through several hands. This would all be done through a workflow process in the system and will speed up some of that process.

So I ran through those slides very quickly, I'd be happy to answer any questions. I'll note that Vice Mayor Stipp provided some questions after last week's Audit and Finance Subcommittee meeting and it was more to do with some of the support that we'll be providing outside of this contract. We provided those response -- questions and responses yesterday. Hopefully that answers your questions, Vice Mayor Stipp. But we are recommending that the Board authorize a contract with Denovo Ventures for an amount not to exceed \$7.1 million roughly. And just to be clear, that is the implementation costs, some contingency, and the 47 months or roughly four years of software license agreements. It is not the cost for the full ten years just that first initial term.

I'd be happy to answer any questions.

Vice Mayor Stipp said I just wanted to thank Paul and the staff for answering the questions. I don't think there's, in my mind anyway, a reason that we would not go forward with this -- the change of the ERP. I was concerned based on conversations that we had had internally at the city about what the -- the true implementation costs were and were they included in there and, I think through the course of the answers, we found out that there is a contingency or not a contingency, but there is a plan in place and money said aside for the implementation costs so thank you, Paul, and everybody.

Mr. Hodgins said thank you.

IT WAS MOVED BY VICE MAYOR STIPP, SECONDED BY COUNCILMEMBER WINTERS AND UNANIMOUSLY CARRIED TO AUTHORIZE THE CEO TO EXECUTE A CONTRACT WITH DENOVO VENTURES, LLC FOR AN INTEGRATED ERP/EAM SYSTEM IN AN AMOUNT NOT TO EXCEED \$7,113,070 FOR A CONTRACT PERIOD OF 47 MONTHS WITH OPTIONS TO EXTEND NOT TO EXCEED A MAXIMUM TERM OF 10 YEARS.

11. Travel, Expenditures and Solicitations

This item is presented for information only.



12. Future Agenda Items Request and Update on Current Events

Is there anything a future agenda items that you would like to see presented? Or anything you would like to inform the committee? Hearing none.

With no further discussion the meeting adjourned at 12:43 p.m.

Mr. Smith said going back to the issue we dealt with masks. I'd just like to thank, in these times, the way that this Board handled this issue and my staff. Also Mayor Gallego and Councilmember Heredia for bringing the issue up and especially like to thank our staff and Phoenix transit staff who worked very well together in coming up with what, I believe, is a reasonable approach to a very, a very difficult and complicated issue so just to want thank everybody for the questions and the way that these Boards handled that issue and the staff and thanks to all.

Mr. Chair said thank you, Mr. Smith.



Information Summary

DATE

August 20, 2020

AGENDA ITEM 5**SUBJECT**

DMS Facility Services Contract Change Order

PURPOSE

To request authorization for the Chief Executive Officer (CEO) to execute a change order to the DMS Facility Services cleaning service contract to add cleaning and disinfecting fogging of Valley Metro facilities to reduce the risk of COVID-19 through December 31, 2020 at a cost not to exceed \$203,827.

COST AND BUDGET

The projected cost of these enhanced cleaning services through December 2020 will not exceed \$78,455 for RPTA and \$125,372 Valley Metro Rail. The funding for these services is included in Valley Metro's adopted FY 2021 operating budget. Should changes in the pandemic impact the need for these services, they can be reduced or eliminated at any time.

RECOMMENDATION

Staff recommends that the Boards of Directors authorize the CEO to execute a change order to the DMS Facility Services cleaning service contract to add cleaning and disinfecting fogging of Valley Metro facilities to reduce the risk of COVID-19 through December 31, 2020 at a cost not to exceed \$203,827.

BACKGROUND | DISCUSSION | CONSIDERATION

Valley Metro has a current, competitively procured, contract for Operations Cleaning Services with DMS Facility Services. This contract expires at the end of December 2020 and a Request for Proposals for its replacement is in process. With the outbreak of COVID-19, Valley Metro has asked DMS to expand its services to include the disinfecting fogging of Valley Metro facilities and non-revenue vehicles, and to provide additional custodial services to Valley Metro facilities.

As recommended by Centers for Disease Control (CDC) guidelines, Valley Metro has increased the cleaning of its vehicles and facilities to prevent the spread of COVID-19. This change order allows DMS to continue two components of this cleaning for the remaining five months of its contract:



Disinfectant Fogging

Each month, 53 non-revenue vehicles, Valley Metro's Operations & Maintenance Center, 101 North First Avenue office, Greenfield administrative office, and Mobility Center are fogged using a two-step process. It starts with a disinfecting fogging of all surfaces. Next, a durable microbiostatic is applied to non-porous, high touch areas (e.g. bathrooms, conference tables, etc) which continues to kill germs transmitted to the surface via touch for weeks after application. Both treatments are approved by the CDC for viruses (including the SARS and MERS coronaviruses) and registered with the Environmental Protection Agency. The total cost of this service for five months is \$118,058.

Enhanced Cleaning Services

While the service above provides lasting protection for large, non-porous, high touch surfaces, it is not practical for all surfaces. As a result, Valley Metro has also contracted for additional custodial services at Operations & Maintenance Center, 101 North First Avenue office, Greenfield Administrative Office, and Mobility Center to provide on-going cleaning of other surfaces. The custodians work five days per week, eight hours per day, at administrative facilities and seven days a week, ten hours per day, at the Operations & Maintenance Center. They focus on doors, door handles, chair arms, reception areas, etc to reduce the risk of COVID-19 transmission. This service complements the normal cleaning and dusting conducted by building management in leased spaces and is project to have a total cost for five months of \$85,769.

STRATEGIC PLAN ALIGNMENT

This item relates to the Phased Return and Full Return with Precautions phases of Valley Metro's COVID-19 Recovery Plan.

COMMITTEE ACTION

RTAG: July 21, 2019 for information

TMC/RMC: August 5, 2020 approved

Boards of Directors: August 27, 2020 for action

CONTACT

Jim Hillyard

Chief Administrative Officer

602-495-8234

Jhillyard@valleymetro.org

ATTACHMENT

None



Information Summary

DATE

August 20, 2020

AGENDA ITEM 6**SUBJECT**

Executive Session

PURPOSE

The Boards of Directors may vote to enter Executive Session for discussion or consultation and for legal advice with the attorney or attorneys of the public body and to consider its position and instruct its attorneys regarding the public body's position concerning matters listed on the agenda, personnel matters and contracts that are the subject of negotiations, in pending or contemplated litigation or in settlement discussions conducted in order to avoid or resolve litigation; all as authorized by A.R.S. Sections 38-431.03 A.1, A.3., and A.4.

The agenda for Executive Session involves consultation, review and evaluation of Valley Metro's employment-related performance review process for the General Counsel.

BACKGROUND | DISCUSSION | CONSIDERATION

None

COST AND BUDGET

None

COMMITTEE PROCESS

None

RECOMMENDATION

The Audit and Finance Subcommittee may vote to enter Executive Session.

CONTACT

Michael Minnaugh

General Counsel

602-262-7433

mminnaugh@valleymetro.org

ATTACHMENT

None



Information Summary

DATE

August 20, 2020

AGENDA ITEM 7**SUBJECT**

Executive Session Action Items

PURPOSE

The Boards of Directors may take action related to items discussed as part of Agenda Item 6.

BACKGROUND | DISCUSSION | CONSIDERATION

None

COST AND BUDGET

None

COMMITTEE PROCESS

None

RECOMMENDATION

The Boards of Directors may take action related to the items discussed as part of Agenda Item 6.

CONTACT

Michael Minnaugh

General Counsel

602-262-7433

mminnaugh@valleymetro.org

ATTACHMENT

None



Information Summary

DATE

August 20, 2020

AGENDA ITEM 8**SUBJECT**

Implementation of New Customer Service Hours

PURPOSE

To provide information on the revised hours of operation in Customer Service beginning October 26, 2020.

COST AND BUDGET

Reduction in operating costs in Customer Service due to a decrease in five (5) customer service agents. This reduction in costs is included in the Adopted FY21 RPTA Operating Budget.

RECOMMENDATION

This item is being presented for information. No action is required.

Beginning October 26, 2020, in coordination with the October 2020 services changes, Valley Metro will be reducing the hours in Customer Service back to the July 2016 level of hours as follows:

M - F	SAT	SUN
6am – 8pm	7am – 7pm	8am – 5pm

BACKGROUND | DISCUSSION | CONSIDERATION

Customer service provides bi-lingual telephone and email support for regional inquiries including transit information, complaint documentation and administration, field trip planning, lost & found and ADA.

Customer Service hours were changed in November 2016 with T2050 decision to expand hours on 44 Phoenix routes and added 3 hours of service Friday, Saturday and Sunday as follows:

M - F	SAT	SUN
5am – 10pm	6am – 8pm	8am – 5pm



Since the expansion of hours in November 2016 we have found that over 93% of our call volume is received during our old hours. We forecasted an additional 10-14% increase in calls with the expanded hours and have had less than 7%.

COMMITTEE PROCESS

RTAG: July 21, 2020 for information

TMC/RMC: August 5, 2020 for information

Board of Directors: August 27, 2020 for information

CONTACT

Ray Abraham

Chief Operations Officer

602-652-5054

rabraham@valleymetro.org

ATTACHMENT

Powerpoint Presentation

Customer Service

Hours of Operations August 2020



1

Hours of Operations



October 2011 through October 2016 Customer Service hours were:

M - F	SAT	SUN
6am – 8pm	7am – 7pm	8am – 5pm

CS hours were changed with T2050 decision to expand hours on 44 Phoenix routes and added 3 hours of service Friday, Saturday and Sunday.

November 2016 through today Customer Service hours were:

M - F	SAT	SUN
5am – 10pm	6am – 8pm	8am – 5pm

2

2

Off Hours Options



When Customer Service is closed, Customers have the following options:

- Trip Planning functionality on Valley Metro web site
- Trip Planning on Google.com-Transit
<https://maps.google.com/landing/transit/index.html>
- Next Ride functionality in our automated system and via texting
- Soon will have real time bus locations with Bus Time

3

3

Call Volumes



The early morning and late night call volume didn't materialize

- Over 93% of our call volume is received during our old hours
- We forecasted an additional 10-14% increase in calls with the expanded hours and have had less than 7%.

4

4



Call Volumes

Since 2016 and prior to COVID-19 we have seen:

- 18% decrease in total calls received
- 28% decrease in Transit Information calls
- 44% increase in text messages

5

5

Data WE February 9, 2020 – Pre-COVID-19

	Mon-Fri Call Volume	% of Total Calls
5a-6am	372	2%
6a-7am	539	3%
7a-8am	847	5%
8a-9am	965	5%
9a-10am	1085	6%
10a-11am	1202	7%
11a-12pm	1269	7%
12p-1pm	1262	7%
1p-2pm	1318	7%
2p-3pm	1428	8%
3p-4pm	1410	8%
4p-5pm	1538	9%
5p-6pm	1405	8%
6p-7pm	1348	7%
7p-8pm	1027	6%
8p-9pm	615	3%
9p-10pm	419	2%

	Saturday Avg Call Volume	% of Total Calls
6a-7am	86	3%
7a-8am	155	5%
8a-9am	188	6%
9a-10am	207	6%
10a-11am	252	8%
11a-12pm	234	7%
12p-1pm	276	8%
1p-2pm	342	10%
2p-3pm	281	8%
3p-4pm	300	9%
4p-5pm	292	9%
5p-6pm	282	9%
6p-7pm	225	7%
7p-8pm	186	5%

	Sunday Avg Call Volume	% of Total Calls
8a-9am	63	4%
9a-10am	118	9%
10a-11am	165	12%
11a-12pm	143	10%
12p-1pm	183	13%
1p-2pm	191	14%
2p-3pm	147	11%
3p-4pm	194	14%
4p-5pm	160	12%



6

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Peer Group Comparisons



A survey of the National Transit Call Center Peer Group (NTCCPG) found the following:

- Less than 10% have operating hours after 7pm
- Only 20% have weekend hours, with less than 5% open Sunday

7

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Reduction of Hours



Reducing hours back to July 2016 hours

- Save 5 FTE's which is reflected in the FY20/21 Budget
- Gain schedule efficiencies
- Decrease hold time for Customers during peak afternoon hours
- Implementing October 26th with October 2020 Service Changes

8

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Information Summary

DATE

August 20, 2020

AGENDA ITEM 9**SUBJECT**

Quarterly Reports

PURPOSE

To provide an informational update of activities at Valley Metro.

COST AND BUDGET

None

RECOMMENDATION

This item is presented for information only.

BACKGROUND | DISCUSSION | CONSIDERATION

Quarterly Reports are provided as an informational update of Valley Metro activities

- Operations
- Safety and Security
- Finance
- Capital and Service Development
- Communication & Strategic Initiatives
- Accessible Transit Services

COMMITTEE PROCESS

TMC/RMC: August 5, 2020 for information

Boards of Directors: August 27, 2019 for information

CONTACT

Ray Abraham
Chief Operations Officer
rabraham@valleymetro.org

Adrian Ruiz
Director of Safety and Security
aruiz@valleymetro.org

Paul Hodgins
Chief Financial Officer
phodgins@valleymetro.org

Wulf Grote, P.E.
Director of Capital & Service Development
wgrote@valleymetro.org

Hillary Foose
Director, Communications & Strategic
Initiatives
hfoose@valleymetro.org

Jim Hillyard
Chief Administration Officer
jhillyard@valleymetro.org

Fiscal Year 2020 Quarterly Report

August 2020



1

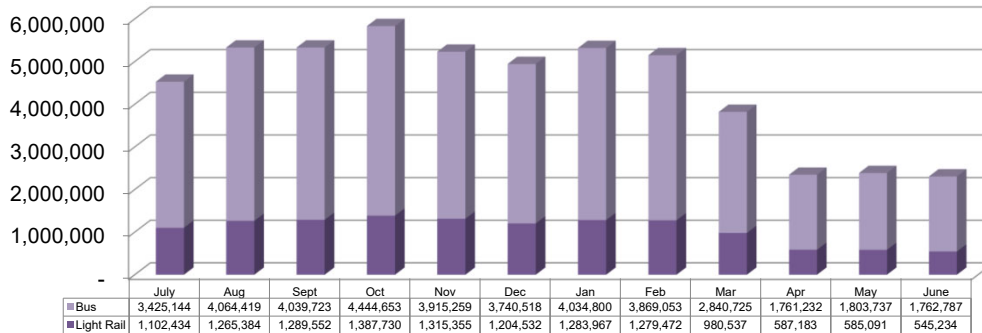
Operations

Q4 Report



2

Regional Ridership



	FY20 Q3	FY19 Q4	FY20 Q4
Bus	10,744,578	11,755,883	5,327,756
Light Rail	3,543,976	3,668,545	1,717,505
Total	14,288,554	15,424,428	7,045,264

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Fixed Route Bus – East Valley



Performance Indicator	Target	FY20 Q3	FY19 Q4	FY20 Q4
On-Time Performance	≥ 92%	N/A*	N/A*	N/A*
Complaints Per 100,000 Boardings	≤ 45	57	65	63
Mechanical Failures Per 100,000 Revenue Miles	≤ 12	2.5	3.4	2.3
Revenue Service Completed	≥ 99.85%	99.95%	99.96%	99.96%
Preventable Accidents per 100,000 Miles	≤ 0.90	0.61	0.70	0.95
Ridership	--	2,919,088	3,190,952	1,342,279

* Due to Clever/CAD installations on the fleet, the older VMS OrbCAD version was disabled and OTP information is not available at this time.

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Fixed Route Bus – West Valley



Performance Indicator	Target	FY20 Q3	FY19 Q4	FY20 Q4
On-Time Performance	≥ 92%	N/A*	N/A*	N/A*
Valid Complaints Per 1,000 Boardings	≤ 0.25	0.41	0.10	0.41
Mechanical Failures Per 10,000 Revenue Miles	≤ 1.2	0.25	0.45	0.76
Revenue Service Completed	≥ 99.85%	99.95%	99.98%	99.75%
Preventable Accidents per 100,000 Miles	≤ 1.50	0.83	0.77	0.67
Ridership	--	100,956	107,621	34,009

**Due to Clever/CAD installations on the fleet, the older VMS OrbCAD version was disabled and OTP information is not available at this time.*

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Light Rail



Performance Indicator	Target	FY20 Q3	FY19 Q4	FY20 Q4
On-Time Performance	≥ 95%	85%	89%	91%
Complaints Per 100,000 Boardings	≤ 3.0	0.45	0.52	0.64
Preventative Maintenance Inspections - % On-Time (LRV)	≥ 80%	98%	100%	99%
Preventative Maintenance Inspections - % On-Time (Systems)	≥ 80%	99%	100%	99%
Preventable Accidents per 100,000 Miles	≤ 0.90	0.23	0.48	0.14
# of Employee Injuries - Lost Time (MOE & MOW)	0	1	0	0
Ridership	--	3,543,976	3,668,545	1,717,508

6

6



Customer Service – Call Center

Performance Indicator	Target	FY20 Q3	FY19 Q4	FY20 Q4
Calls Received	--	267,010	302,944	170,686
Complaints Processed	--	7,988	9,516	5,051
NextRide Inquiries Handled by Interactive Voice Response (IVR)	--	191,898	205,653	124,073
NextRide Inquiries Handled by Text Messaging	--	687,594	514,873	359,388
Average Talk Time	--	2:27	2:25	2:22
Average Speed of Answer	≤ 1.00	:20	0:15	0:10

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Customer Experience Coordinators (CEC)



Location	Cust. Cont.	Cust. Ast.	RTR Ed.	Fac. Ast.	Sec. Ast.	Ops. Ast.	Drinks Addr.	Animals Addr.	Platforms Visited	TVM Issues	Complaints	Observations	
												Total Animals	Total Drinks
All Sectors	4,028	405	497	1,258	20	11	259	25	537	3	8	51	365
Central Phoenix	10,360	1,110	1,454	4,553	52	37	1,014	47	1,189	10	6	85	1,298
East/Mesa	6,644	803	708	1,528	28	16	431	14	396	11	1	31	555
East/Mesa, Central Phoenix	22	3	10	34	-	-	14	-	5	-	-	-	14
East/Mesa, West Phoenix	244	93	38	94	1	3	8	-	20	-	-	2	28
East Tempe	5,939	861	919	2,381	49	25	714	23	417	7	2	35	853
East/Tempe, Central Phoenix	270	32	60	153	-	2	60	3	24	-	-	4	60
East/Tempe, East/Mesa	7,841	667	1,173	2,970	21	12	669	58	899	3	3	77	869
East/Tempe, East/Mesa, Central Phoenix	34	7	10	37	-	-	13	-	18	-	-	-	13
East/Tempe, West Phoenix	355	75	84	140	2	1	57	4	35	-	-	4	64
East/Tempe, West Phoenix, Central Phoenix	92	3	5	10	-	-	4	-	10	-	-	-	4
West Phoenix	11,092	928	1,528	4,024	73	58	1,100	84	1,115	22	7	119	1,252
West Phoenix, Central Phoenix	2,359	180	334	772	6	18	238	32	257	8	1	42	310
Grand Total	49,280	5,167	6,820	17,954	252	183	4,581	290	4,922	64	28	450	5,685

Locations:

All Sectors - Dunlap to Gilbert Rd.

Central Phoenix - Roosevelt to Airport

East/Mesa - Sycamore and East

East/Tempe - 50th Street to Price/Apache

West Phoenix - McDowell to Dunlap

Definitions:

Cust. Cont. - Any verbal interaction with customer from CEC (ex: Hello, Good Morning, Thanks for riding, etc.)

Cust. Ast. - When a customer asks for assistance or has a question for the CEC

RTR Ed. - Education on "Respect the Ride"

Fac. Ast. - Pick-up trash on platforms and trains

Sec. Ast. - Assist Security with customer needs

Ops. Ast. - Assisting Operator/Operations

Drinks Addr. - Drinks that don't meet Valley Metro's policy addressed by CEC

Animals Addr. - Animals addressed by CEC on whether they are considered service animals

Platforms Visited - Number of platforms visited by CEC

TVM Issues - Observed TVM not working

Complaints - Customer files a complaint with CEC

Total Animals - Service or unknown service animals observed

Drinks - Doesn't meet Valley Metro's policy (Only spill proof cups)

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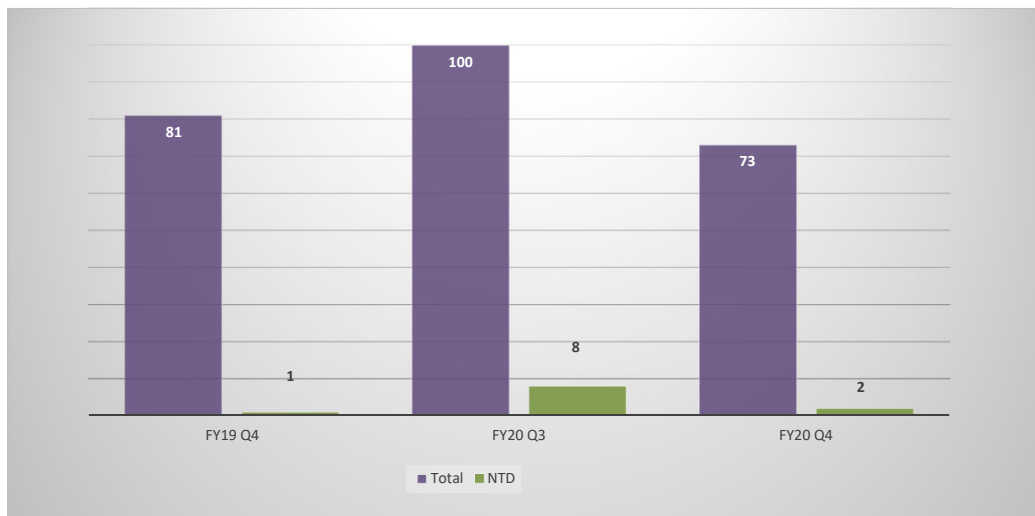
Safety Security Quality Assurance

Q4 Report



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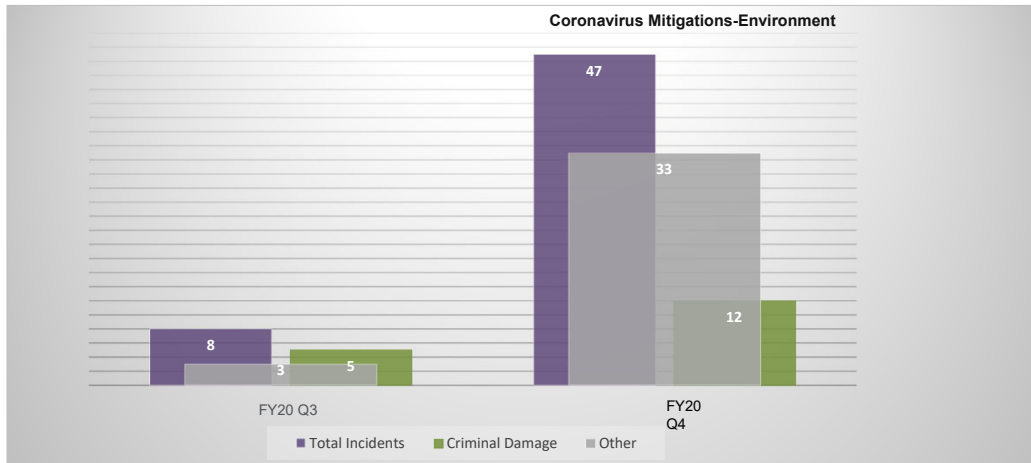
Bus Accidents



10

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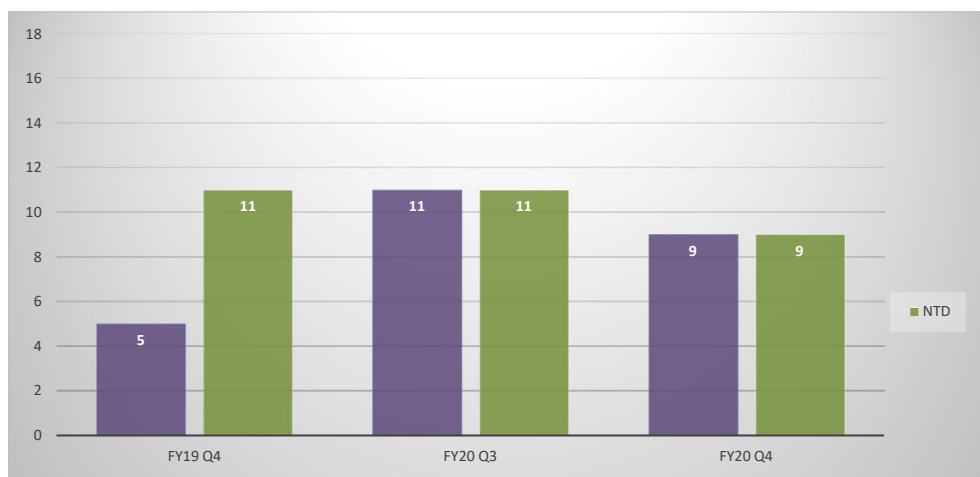
Police Incidents - Bus



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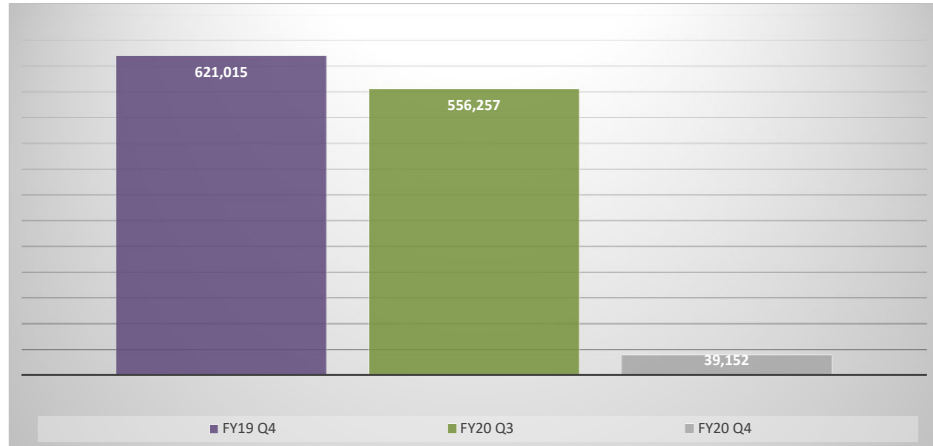
Rail Accidents



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Fares Inspected



Coronavirus Mitigations-Environment

Physical inspections (swiping) stopped, then restarted, then stopped again due to COVID-19 mitigation measures.

- * March 12 stopped
- * June 2 started swiping again (28 days only)
- * July 1 stopped again

Due to COVID and changes in employee/passenger safety practices, no Fare Inspection or Fare Compliance data is available for this quarter. Visual fare inspections are still conducted; however they cannot be accurately accounted for quantitatively.

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Activity



Coronavirus Mitigations-Environment

Activity		FY19 Q4	FY20 Q3	FY20 Q4
Property Crimes	System	5	3	5
	Park N' Ride	0	0	0
Crimes Against Persons	System	10	24	21
	Park N' Ride	0	0	0
Code of Conduct	System	377	132	379
	Park N' Ride	5	0	0
Activity		FY19 Q4	FY20 Q3	FY20 Q4
Medical Responses	System	158	185	163
	Park N' Ride	4	0	0
Warrant Arrests	System	5	4	0
	Park N' Ride	0	0	0

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Incident Table

Coronavirus Mitigations-Environment



	City Jurisdiction		
	Phoenix	Tempe	Mesa
Crimes Against Persons	16	2	2
Property Crime	4	1	0
Code of Conduct	307	45	27
Grand Total	327	48	29

Platform Activity						
City	Phoenix		Tempe		Mesa	
Total Platforms Per City	27		10		7	
Crimes Against Persons	19CB	3	MCAP	1	MEMN	1
	ISCN	3	SMAP	1	GIMN	1
	MDCN	2				
	MO19	1				
	7CB	1				
Property Crimes	19DL	1	CPWA	1		
	MO19	1				
	19CB	1				
	38WA	1				
Code of Conduct	19DL	112	PCAP	11	SYMN	13
	24WA	45	PRWA	10	ASMN	9
	MO19	31	VWCL	9	GIMN	3
	19CB	23	UNRR	6	CCMN	1
	OSCN	13	MCAP	5	CEMN	1

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Finance

Q4 Report



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Valley Metro RPTA Operating Results – Q4



RPTA Budget vs. Actual Report (Preliminary)

For the quarter ending June 30, 2020

\$ Millions

	4th Quarter			Year to Date		
	Budget	Actual	Variance (Unfav.)	Budget	Actual	Variance (Unfav.)
Operations Expenditures						
Fixed Route Bus	25.7	24.5	1.2	102.7	99.8	2.9
Paratransit	10.7	6.7	4.0	42.7	38.6	4.1
Vanpool	0.2	0.2	0.0	0.9	0.8	0.1
Regional Services	3.5	2.8	0.7	14.0	11.9	2.1
Planning	0.6	0.4	0.2	2.2	1.8	0.4
Administration	0.9	1.1	(0.2)	3.8	3.2	0.6
METRO Rail (Salary, Fringe, OH)	6.8	6.1	0.7	27.0	23.3	3.7
Total Operations Expenditures	48.4	41.8	6.6	193.3	179.4	13.9

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Valley Metro RPTA Capital Results – Q4



RPTA Budget vs. Actual Report (Preliminary)

For the quarter ending June 30, 2020

\$ Millions

	4th Quarter			Year to Date		
	Budget	Actual	Variance (Unfav.)	Budget	Actual	Variance (Unfav.)
Capital Expenditures						
Bus Purchases						
Valley Metro	10.0	9.5	0.5	39.8	28.8	11.0
Lead Agency	1.0	1.1	(0.1)	3.9	5.7	(1.8)
Paratransit Vehicles						
Lead Agency	0.1	0.3	(0.2)	0.4	0.6	(0.2)
Vanpool Vehicles	0.9	1.0	(0.1)	3.4	3.3	0.1
Other Capital	1.8	0.7	1.1	7.2	3.4	3.8
METRO Rail	22.1	26.7	(4.6)	88.4	64.8	23.6
Total Capital Expenditures	35.9	39.3	-3.4	143.1	106.6	36.5

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Valley Metro Rail Operating Results – Q4



VMR Budget vs. Actual Report (Preliminary)

For the quarter ending June 30, 2020

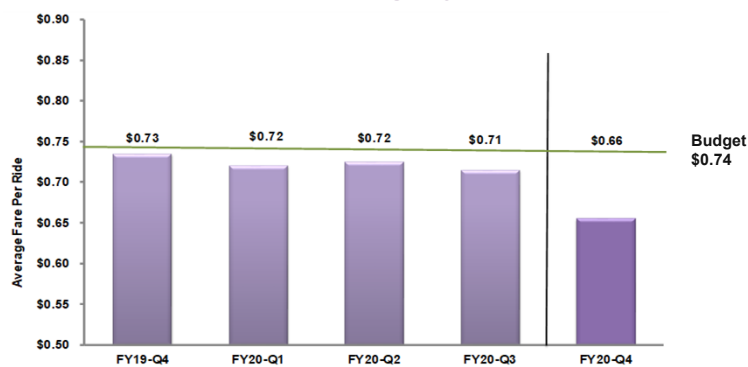
\$ Millions

	4th Quarter			Year to Date		
	Budget	Actual	Variance (Unfav.)	Budget	Actual	Variance (Unfav.)
Operations Expenditures						
Rail Operations/Security	13.8	13.5	0.3	55.0	52.1	2.9
Future Project Development	3.3	1.9	1.4	13.2	7.4	5.8
Agency Operating	0.5	0.3	0.2	2.1	1.5	0.6
Total Operating Activities	17.6	15.7	1.9	70.3	61.0	9.3

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Average Rail Fare FY19 History / FY20 4th Quarter Average Fare – 12 Months Rolling by Quarter



Q4		Q4	
Fare Revenue Budget	\$2,808,303	Fare Recovery Budget	21.7%
Fare Revenue Collected	\$504,270	Fare Recovery Actual	4.4%
Variance	(\$2,304,032)		

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Valley Metro Rail Capital Results – Q4



VMR Budget vs. Actual Report (Preliminary)

For the quarter ending June 30, 2020

\$ Millions

Capital Expenditures	4th Quarter			Year to Date		
	Budget	Actual	Variance (Unfav.)	Budget	Actual	Variance (Unfav.)
Rail Projects						
Tempe Streetcar	25.0	14.7	10.3	85.7	60.7	25.0
Gilbert Rd	0.0	2.3	(2.3)	4.1	8.5	(4.4)
50th St LRT Station	0.0	0.0	0.0	1.2	0.6	0.6
South Central	80.4	11.1	69.3	223.3	39.3	184.0
Northwest Phase II	15.9	3.5	12.4	39.7	13.9	25.8
OMC Expansion	9.0	21.1	(12.1)	32.1	37.4	(5.3)
System-wide Improvements	2.4	1.5	0.9	9.4	14.1	(4.7)
State of Good Repair	3.4	1.6	1.8	13.5	1.8	11.7
Total Capital	136.1	55.8	80.3	409.0	176.3	232.7

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Capital & Service Development Q4



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Transit Planning Projects



Project/Study Name	Completion Date	Status
Transit Stop Inventory Reconciliation with Bus Stop Database	Winter 2020	<ul style="list-style-type: none"> Verifying bus stop amenities and locations for newly added bus stop for use in on-line maps. Preparing bus stop photos for on-line publishing. Physical verification delayed due to COVID-19 response.
Fountain Hills Local Transit Study	May 2020	<ul style="list-style-type: none"> Final report delivered to Town of Fountain Hills. Project complete.
Northwest Valley Sun Cities Transit Study	Winter 2020	<ul style="list-style-type: none"> Project has been on hold due to COVID-19. Scheduled a meeting with Stakeholders to determine the path forward.
Queen Creek Transportation Needs Survey	Spring 2020	<ul style="list-style-type: none"> Final report delivered to Town of Queen Creek. Project complete.
Glendale Local Transit Study	Winter 2020	<ul style="list-style-type: none"> Finalized all phases of report in collaboration with Glendale staff. Additional outreach to policymakers will be necessary, but delayed due to COVID-19.
Gilbert Transit Planning Study	Summer 2021	<ul style="list-style-type: none"> Drafted scope of work

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Transit Planning Projects



Project/Study Name	Completion Date	Status
Transit Mitigation Opportunities for the Broadway Curve Construction Project	2024	<ul style="list-style-type: none"> Developed a draft Transit Impact and Mitigation Plan. Prepared mitigation measures for presentation to MAG, affected member cities, and the Joint Boards.
Ridership Growth Analysis	June 2021	<ul style="list-style-type: none"> Continuing work as needed to incorporate results of the study into the agency's rider experience strategic goal.
Light Rail Travel Time Improvement Study	August 2020	<ul style="list-style-type: none"> Developing recommendations to improve light rail travel time. Conducting analysis to document strategies to implement a subsection of the recommendations to improve light rail travel time.
Short Range Transit Program Update	May 2021	<ul style="list-style-type: none"> Fiscal year 2020 report tabled due to COVID-19 and associated fiscal uncertainty. FY2021 report will commence in Fall 2020.
Queen Creek Park-and-Ride Study	May 2021	<ul style="list-style-type: none"> Kicked-off study Began collecting existing and future travel market data to understand mobility needs in Queen Creek / San Tan Valley.

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Corridor and Facilities Planning



Project	Project Complete	Current Phase	Phase Complete	Status
Capitol/I-10 West LRT Extension	2024 (Phase I)	Alternatives Analysis	Fall 2020	<ul style="list-style-type: none"> Identified a Phase Leading Alternative based on community and stakeholder engagement, Phoenix coordination, and technical analysis. Continued refinement of Phase I concepts. Continued contact with west valley cities and key stakeholders. Conducted a month-long online public meeting to provide information and seek feedback on the Phase I leading alignment, potential connection to Desert Sky Mall and transit type options for Phase II.
North Glendale Park-and-Ride Study	Spring 2021	Preliminary Engineering	Spring 2021	<ul style="list-style-type: none"> Work continues as needed to support city of Glendale's discussions with property owners of the recommended site.
I-10/I-17 Direct Access Bus Ramp	TBD	Planning	TBD	<ul style="list-style-type: none"> No activity during this quarter.

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Corridor and Facilities Planning



Project	Project Complete	Current Phase	Phase Complete	Status
Fiesta District Alternatives Analysis	Summer 2020	Final Report	Summer 2020	<ul style="list-style-type: none"> Finalized report analyzing three potential station areas that illustrate land use investments for high-capacity transit. Drafted final report summarizing study goals, methodology, findings and recommended route
Arizona Avenue Alternative Analysis	Winter 2020	Alternatives Evaluation	Summer 2020	<ul style="list-style-type: none"> Completed the Identification of Alternatives. Began working on the Evaluation of Alternatives.
Tempe/Mesa Streetcar Feasibility Study	Summer 2020	Final Report	Summer 2020	<ul style="list-style-type: none"> Finalized report on land use and transportation conditions along the recommended streetcar corridors. Summarizing recommended streetcar corridors prioritization, and potential funding and financing mechanisms. Drafted final report summarizing study goals, methodology, findings and recommended streetcar corridors.
Price Road Flexible Transit Study	March 2021	Existing Conditions	Fall 2020	<ul style="list-style-type: none"> Developed scope of work in coordination with Chandler Began working on Existing Conditions analysis

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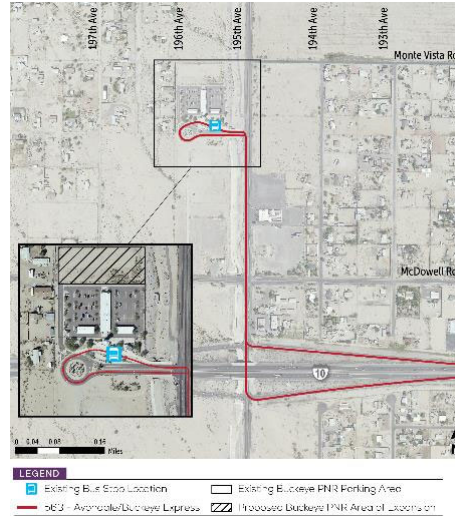
Buckeye Park-and-Ride Expansion



Project Complete	Current Phase	Phase Complete
TBD	Design	July 2020

Status

- 100% Design is Complete.
- Exploring funding options for Construction.



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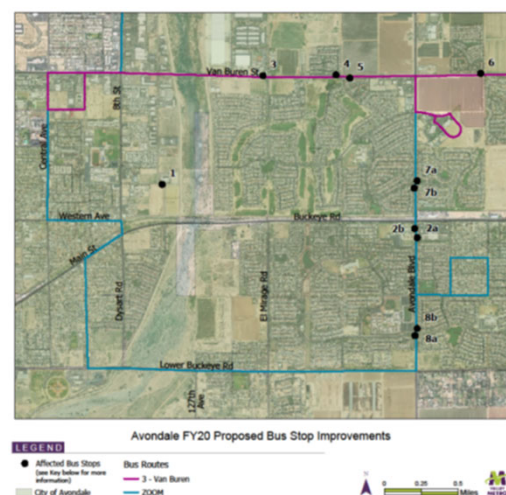
Avondale Bus Stop Improvements



Project Complete	Current Phase	Phase Complete
TBD	Design	July 2020

Status

- \$500,000 total budget to be split amongst 10 bus stops – Avondale has identified order of priority.
- Primary focus: new bus stop/shelter at Riley-10th St to serve community center that is currently under construction



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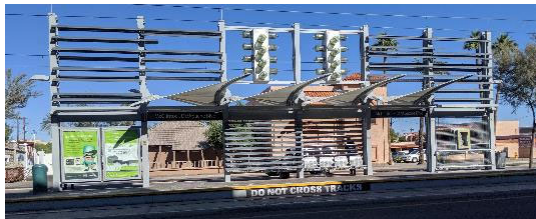
LRT Station Painting



Project Complete	Current Phase	Phase Complete
July 2023	Construction	July 2023

Status

- Ten stations are complete as of the end of FY20.
- Six stations are targeted for completion in FY21.



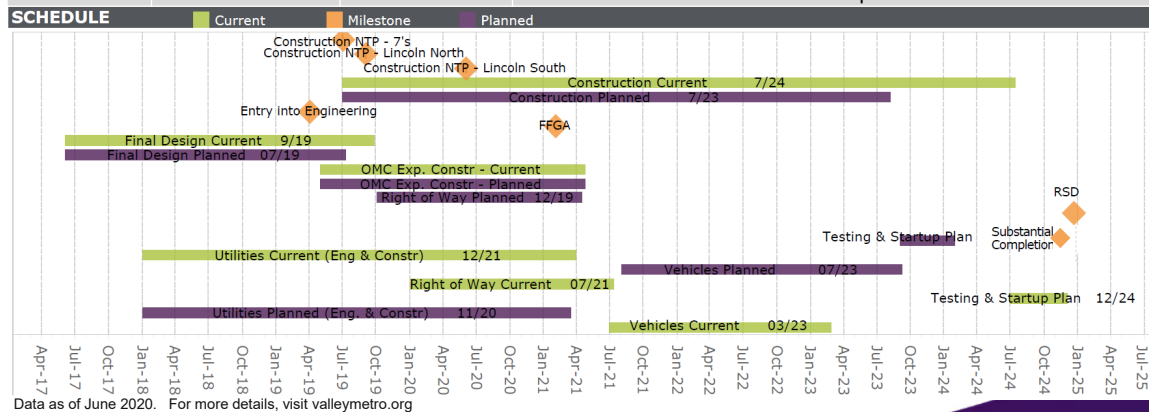
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South Central Extension



Project Complete	Current Phase	Phase Complete	Status
2024	Construction	July 2024	<ul style="list-style-type: none"> Construction continues on the Downtown Utilities CMAR awarded full project scope NTP Issued for Utilities South Conducted FFGA Risk Workshop & FTA Presentation



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South Central Extension Expenditures to Date



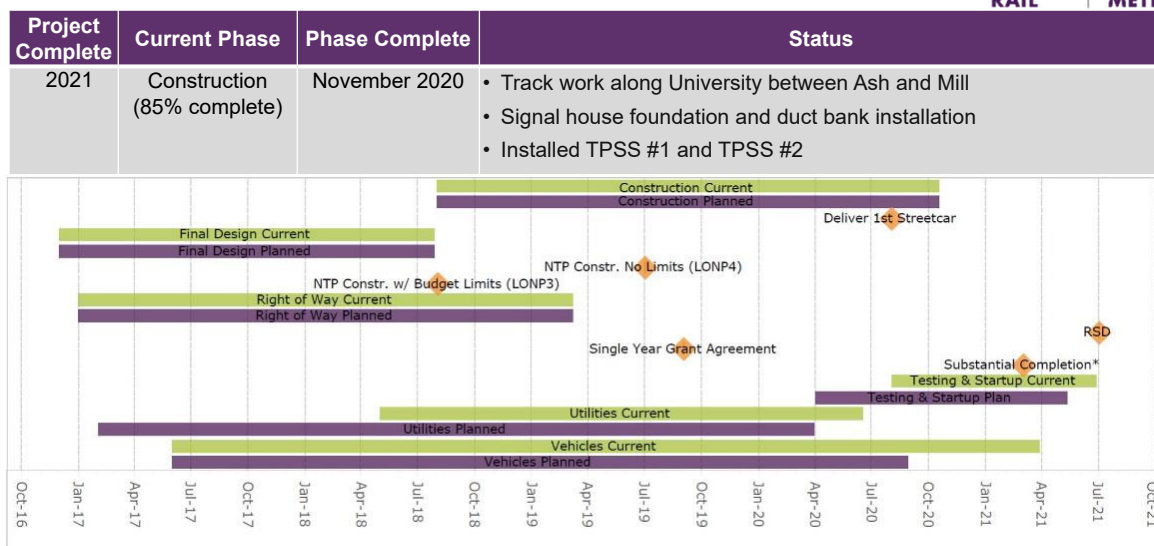
Description	Expended (\$M)	Board Authority (\$M)
Construction Manager at Risk	\$ 33.3	\$ 844.2
Civil Engineering	\$ 41.2	\$ 51.6
Systems Engineering	\$ 8.5	\$ 13
Art Contracts	\$ 0.5	\$ 4.0
Third Party Utilities	\$ 0.5	\$ 52.5
Right of Way	\$ 1.9	\$ 66.3 (preliminary budget)
Valley Metro and City Related	\$ 21.2	\$ 103 (preliminary budget)
Total	\$ 107.1	\$ 1135

Data as of June 2020.

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Tempe Streetcar



Data as of June 2020

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Tempe Streetcar Expenditures to Date



Description	Expended (\$M)	Budget (\$M)
Construction Manager at Risk	\$ 83.6	\$ 107.0
Streetcar Vehicles	\$ 16.8	\$ 36.2
Right of Way	\$ 0.5	\$ 1.9
Professional Services	\$ 26.4	\$ 40.0
Third Party Utilities	\$ 3.8	\$ 7.2
Total	\$ 131.1	\$ 192.3

Contingency Utilization

Description	Dollars (\$M)
Total Contingency	\$ 37.5
Executed Change Orders & Budget Transfers	\$ (28.9)
Total Project Contingency Remaining	\$ 8.6

Data as of June 2020.

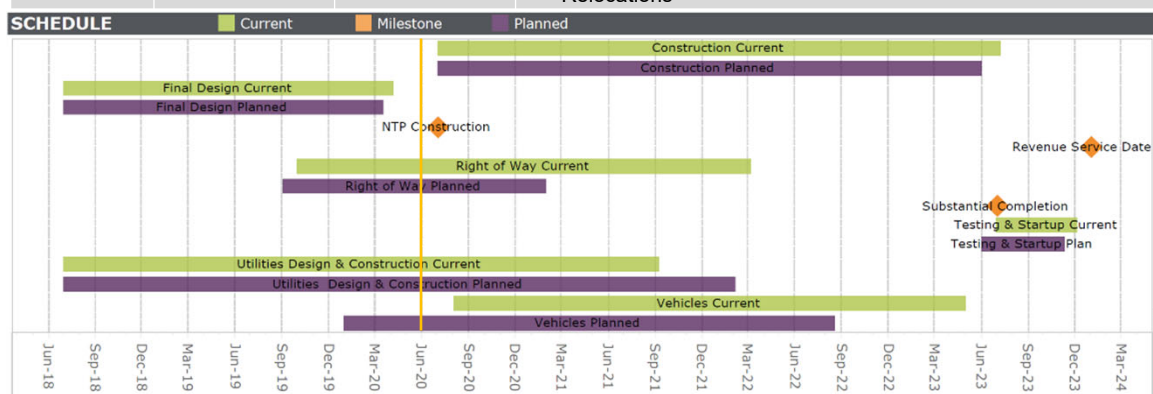
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Northwest Extension Phase II



Project Co plete	Current Phase	Phase Complete	Status
2024	Engineering	Summer 2020	<ul style="list-style-type: none"> Design Complete CMAR GMP Negotiated Construction starting August 2020 with 3rd Party Utility Relocations



Data as of June 2020. For more details, visit valleymetro.org

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Northwest Extension Phase II Expenditures to Date



Description	Expended (\$M)	Board Authority (\$M)
Construction Manager at Risk	\$ 1.4	\$ 3.2
Civil Engineering	\$ 15.3	\$ 16.3
Systems Engineering	\$ 3.0	\$ 5.0
Art Contracts	\$ 0.2	\$ 1.4
Third Party Utilities	\$ 0.1	\$ 18.4
Right of Way	\$ 0.3	\$ 30.2 (preliminary budget)
Valley Metro and City Related	\$ 3.4	\$ 39.8 (preliminary budget)
Total	\$ 23.8	\$ 114.3

Data as of June 2020

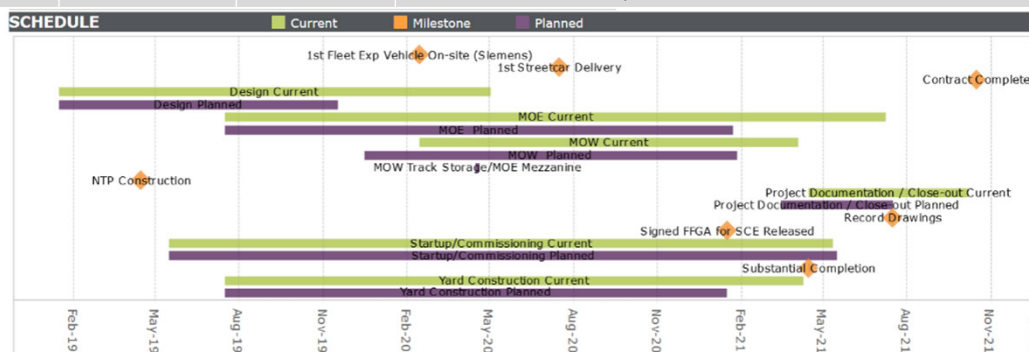
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Operations & Maintenance Center Expansion



Project C omplete	Current Phase	Phase Complete	Status
2021	Design/ Construction	Winter 2020/ Spring 2021	<ul style="list-style-type: none"> Track demo and utility work on the east side of yard for installation of the double cross over Slab on grade concrete placement for Maintenance of Way expansion Third LRV arrived 7/17



Status update as of June 2020. For more details, visit valleymetro.org

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OMC Expansion Expenditures to Date



Description	Expended (\$M)	Budget (\$M)
Contracted Services	\$ 40.1	\$ 82.9
Professional Services	\$ 1.3	\$ 12.0
Total	\$ 41.4	\$ 94.9

Contingency Utilization

Description	Dollars (\$M)
Total Contingency	\$ 9.6
Executed Change Orders & Budget Transfers	\$(1.9)
Total Project Contingency Remaining	\$ 7.7

Data as of June 2020.

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Community Relations Highlights

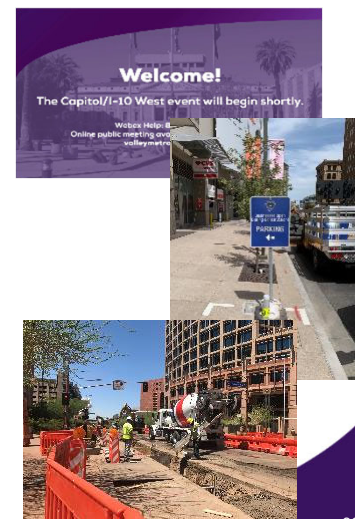


• Capitol/I-10 Extension

- 1,328 unique visits to online public meeting; each visit averaged four and half minutes.
- Preparing full summary report.

• South Central/Downtown Hub

- Notified stakeholders about construction beginning in South Central area.
- Continued construction notification for work in downtown area.
- Proactively providing businesses with information on COVID-19-related assistance programs offered by other entities.
- Business banners and access signage installed or in production.



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Community Relations Highlights



• Tempe Streetcar

- Hosted webinar for businesses explaining the Paycheck Protection Act and how to apply.
- Outreach focused on work for rail installation on Mill Avenue, and for OCS pole installation
- Community Advisory Board met online for May and June.
- Crews completed work in highly-trafficked areas while traffic volumes were light:
 - Ash Ave./University Dr. intersection (full closure)
 - University Dr. (high volume corridor)
 - Mill Ave./University Dr. intersection (full closure)



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Communications & Strategic Initiatives

Q4



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Communications Update

- Recognized frontline transit staff | April
 - Produced & shared “Heroes” video
 - Participated in “Sound the Horn” national campaign
 - Supported Governor’s request to LightAZBlue with Tempe Town Lake light rail bridge
- Created & shared Whiteboard video on social to promote cleaning, distancing, face coverings
- Took part in Make Music Day | June 21
- Launched Mesa Bus Ops solar canopy | June 23
 - Saves \$67,500 annually helping cool down 100 buses
- Issued rider recovery survey | June 15 – 30
 - 1,500 responses
 - Riders shared perceptions of transit since COVID-19 & what it would take to return to pre-pandemic usage levels

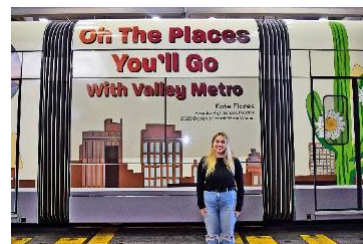


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Community Relations Update



- Conducted a “social-distanced” launch event for 20th annual Design a Transit Wrap winner
 - Kate Flores from Arcadia High School
- Developed plan for face covering outreach and other COVID-19 messages
- Created a “Valley Metro FUN” page to create engagement with families during quarantine and virtual learning
- Organized outreach efforts supporting:
 - Transit service changes (Oct. 2020)
 - Planning for Central Station re-development/downtown bus re-routing
 - Sun City/Northwest Valley Connect



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Commute Solutions Update



- Preparing to launch new ShareTheRide platform
 - Identified workflows and functionality
 - Created fresh branding and new tech features
 - Set launch date for July 24, 2020
 - Migrated 10k users/employer subsites
- Transitioning Clean Air Campaign Awards to virtual event
 - Created “Changing Landscapes” theme
 - Identified keynote (Adam Lee Brooks) and emcee (Sean McLaughlin)
 - Streamlining awards and print materials
 - Scheduled virtual event for October 20, 2020
- Gave new life to VM bike racks
 - Donated 16 retired mobile bike racks
 - Cartwright School District, Phoenix Zoo, and other community organization were benefactors
 - Eliminated unnecessary storage fees



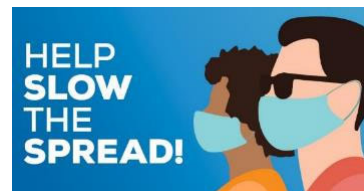
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Marketing Update



- Continued creation of materials to support COVID-19 communications, focusing on ‘face coverings required’ and ‘help slow the spread’:
 - Posters
 - Vehicle decals & signage
 - Social media graphics
 - Photography services
- Selected Fall Artsline artist, Tato Caraveo
 - Tato has begun painting for the fall installment
- Other initiatives include:
 - Clean Air Campaign tactics/virtual event planning
 - ShareTheRide.com new platform support
 - South Central Business Assistance support



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Accessible Transit Services (ATS)

Q4 Report



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Paratransit



Performance Indicator	Target	FY20 Q3	FY19 Q4	FY20 Q4
One-Way Trips	--	98,065	118,935	42,267
On-Time Performance	≥ 95%	94.6%	93.5%	94.6%
Complaints Per 1,000 Trips	≤ 1.5	2.2	2.0	1.6
Gross Cost Per Trip @ Transportation Level	--	\$53.35	\$48.39	\$70.04

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RideChoice



Performance Indicator	Target	FY20 Q3	FY19 Q4	FY20 Q4
One-Way Trips	--	47,329	29,067	25,640
On-Time Performance	Not set at this time	NA	NA	NA
Complaints Per 1,000 Trips		2.3	2.1	2.3
Gross Cost Per Trip	--	\$20.07	\$17.34	\$22.00

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Other Accessibility Services



Performance Indicator	FY20 Q3	FY 19 Q4	FY20 Q4
Travel Training	60	38	13
Platinum Pass Trips	121,247	92,007	7,925
Cost Per Trip	\$0.68	\$.70	\$.69
ADA Applicants	1,255*	1,400	740**
Unconditional	58%	75%	44%
Conditional	21%	21%	18%
Temporary	4%	3%	2%
Denials	1%	2%	.5%

*198 (or 16%) were presumptive determinations.

** 259 (or 35%) were presumptive determinations.

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ATS Highlights



- October Service Changes Webinar (Public Hearing)
- 5310 Grant Interview / Award
 - RideChoice - \$500,000 (\$500,000 local match required)
 - Travel Training - \$132,400 (\$33,100 local match required)
- Gilbert Fuel Station (Transdev) Completed
- Ordered 25 Replacement Paratransit Vehicles
- Benchmarking Consultant Report Submitted
 - VM Paratransit ranks high efficiency compared to peers
 - Shows room for improvement
- RTAG ADA Area Definition Task Force
 - Initial workplan development discussion

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ATS Highlights



Covid-19

- June 1, 2020 re-opened Mobility Center for In-person Eligibility Assessments
 - Conducted 447 Assessments
 - 147 Presumptive
 - 101 Recertifying
 - 199 New Applicants
- June 1, 2020 re-opened Mobility Center Lobby
 - Platinum Pass and Reduced Fare Ids in person
 - Paratransit tickets are being fulfilled
- Continue to Provide Full Paratransit and RideChoice Services
 - Limiting shared rides (2 people in caravans, 3 people in cut-a-ways)
 - Paratransit vehicles regularly cleaned and disinfected
- Revised FY20 Paratransit and RideChoice Trip Forecasts
 - Average Weekday Paratransit trips increased approximately 48% (June compared to March)
 - Average Weekday RideChoice trips increased approximately 32% (June compared to March)

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ATS Highlights



- **Valley Metro Accessibility Advisory Group (VMAAG) Activity**

- Review of COVID-19 Contingency Plan / Post Pandemic Return
- Implementation of Google's reCAPTCHA on Valley Metro Web Forms
- April / October Service Changes
- Paratransit No-show Enforcement Procedures
- Capital I-10 West
- South Central Light Rail Extension/Downtown Hub Update
- VMAAG Membership Update / Recruitment



Information Summary

DATE

August 20, 2020

AGENDA ITEM 10**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 RPTA and Valley Metro Rail Monthly Accounts Payable over \$25,000
Active Requests for Proposals, Qualifications and Invitations for Bids

Valley Metro Regional Public Transportation Authority
Monthly AP Payments over \$25,000
June 21, 2020 to July 20, 2020

Document Number	Name	Transaction Description	Effective Date	Transaction Amount
20200717W005	First Transit, Inc.	May 2020 FR Service Unification	7/17/2020	5,291,525.75
20200626W	City of Phoenix	May 2020 FR Bus Service, DAR, FR Svc Op Supp	6/26/2020	2,417,101.54
20200717W003	City of Phoenix	June 2020 FR Bus Service, DAR, FR Svc Op Support	7/17/2020	2,417,101.54
20200701W	Arizona Department of Environmental Quality	ADEQ UST Revolving Fund Repayment #2	7/1/2020	2,000,000.00
20200626W	City of Phoenix	PTF Expenditure Reimb Request #8 for Buses, Paratransit Acquisition	6/26/2020	1,295,650.92
20200626W006	Transdev Services, Inc	April 2020 Regional Paratransit Services	6/26/2020	846,177.75
20200702W	ADP, LLC	PPE 6/28/20 Wages Payable-Reverse Wire	7/2/2020	630,028.96
20200717W	ADP, LLC	PPE 7/12/20 Wages Payable-Reverse Wire and 2 manual checks	7/17/2020	609,131.35
41815	City of Tempe	Distribution FY20 AZ Lottery Funds	6/25/2020	477,702.00
41814	City of Peoria	Distribution FY20 AZ Lottery Funds	6/25/2020	445,245.00
20200717W007	New Flyer of America, Inc.	6865 New Flyer Coach SR-2424 XN40 (80% pymt)	7/17/2020	427,796.60
20200703W004	New Flyer of America, Inc.	6855 New Flyer Coach SR-2424 XN40 (80% pymt)	7/3/2020	427,796.60
20200703W004	New Flyer of America, Inc.	6863 New Flyer Coach SR-2424 XN40 (80% pymt)	7/3/2020	427,796.60
20200702W004	New Flyer of America, Inc.	6855 New Flyer Coach SR-2424 XN40 (80% pymt)	7/2/2020	427,796.60
20200702W004	New Flyer of America, Inc.	6863 New Flyer Coach SR-2424 XN40 (80% pymt)	7/2/2020	427,796.60
20200626W003	New Flyer of America, Inc.	6862 New Flyer Coach SR-2424 XN40 (80% pymt)	6/26/2020	427,796.60
20200626W003	New Flyer of America, Inc.	6864 SR-2424 XN40 New Flyer Coach 80% Payment	6/26/2020	427,796.60
20200710W002	Total Transit Enterprises, LLC	May 2020 West Valley FR Transit Services	7/10/2020	350,712.88
20200626W005	Total Transit Enterprises, LLC	April 2020 West Valley Fixed Route Transit Services	6/26/2020	335,432.14
20200702W	ADP, LLC	PPE 6/28/20 Federal, State, SS/Med EE/ER Tax - ACH	7/2/2020	248,129.82
20200717W	ADP, LLC	PPE 7/12/20 Federal, State, SS/Med EE/ER Tax - ACH	7/17/2020	242,045.41
41812	City of Avondale	Distribution FY20 AZ Lottery Funds	6/25/2020	218,360.00
41904	Mosaic451, LLC	Elastic Gold Software Maintenance and Support for 3 years 7/1/20-6/30/2021	7/16/2020	207,570.00
41808	American Logistics Company, LLC	April 2020 RideChoice Management Services	6/25/2020	135,765.46
20200717W002	ASRS	PPE 7/12/20 ASRS Contributions Employee	7/17/2020	113,969.95
20200717W002	ASRS	PPE 7/12/20 ASRS Contributions Employer	7/17/2020	113,969.95
41895	DLT Solutions, LLC	5/30/20-5/29/21 Human Resources Information System	7/16/2020	112,785.72
20200702W001	ASRS	PPE 6/28/20 ASRS Contributions Employee	7/2/2020	109,315.38
20200702W001	ASRS	PPE 6/28/20 ASRS Contributions Employer	7/2/2020	109,315.38
20200702W004	New Flyer of America, Inc.	6862 New Flyer Coach SR-2424 XN40 (20% pymt)	7/2/2020	106,949.15
20200626W003	New Flyer of America, Inc.	6855 SR-2424 XN40 New Flyer Coach 20% Payment	6/26/2020	106,949.15

Valley Metro Regional Public Transportation Authority
Monthly AP Payments over \$25,000
June 21, 2020 to July 20, 2020

Document Number	Name	Transaction Description	Effective Date	Transaction Amount
20200626W003	New Flyer of America, Inc.	6859 SR-2424 XN40 New Flyer Coach 20% Payment	6/26/2020	106,949.15
20200703W004	New Flyer of America, Inc.	6862 New Flyer Coach SR-2424 XN40 (20% pymt)	7/3/2020	106,949.15
20200626W002	Medical Transportation Management, Inc.	April 2020 Eligibility Assessment and Travel Training	6/26/2020	95,551.05
41816	Creative Bus Sales Inc.	49356 2020 Ford Transit 150 Cutaway Silver Van	6/25/2020	86,229.24
41831	American Public Transportation Association	7/1/20-6/30/21 Membership Dues	7/1/2020	76,500.00
41899	Guidesoft Inc.	5/25-6/14/20 IT Services Consultant	7/16/2020	54,592.00
20200702W001	CopperPoint Insurance Company	July 2020 Mobility and Call Center Rent, CAM	7/2/2020	52,008.57
20200703W001	CopperPoint Insurance Company	July 2020 Mobility and Call Center Rent, CAM	7/3/2020	52,008.57
20200703W005	Plante & Moran, PLLC	Feb.-May 2020 Costs with ERP Assessment and Selection Project	7/3/2020	50,160.00
20200702W005	Plante & Moran, PLLC	Feb.-May 2020 Costs with ERP Assessment and Selection Project	7/2/2020	50,160.00
20200715W019	Wells Fargo Bank	June 2020 Credit Card Transactions	7/15/2020	49,022.45
41818	Enterprise Rideshare	April 2020 Vanpool Services	6/25/2020	47,341.09
41818	Enterprise Rideshare	March 2020 Vanpool Services	6/25/2020	45,397.24
41816	Creative Bus Sales Inc.	49362 2020 Ford Transit 150 Van Silver	6/25/2020	43,562.21
41816	Creative Bus Sales Inc.	49366 2020 Ford Transit 150 Van Silver	6/25/2020	43,562.21
41816	Creative Bus Sales Inc.	49374 2020 Ford Transit 150 Van Silver	6/25/2020	43,562.21
41816	Creative Bus Sales Inc.	49375 2020 Ford Transit 150 Van Silver	6/25/2020	43,562.21
41816	Creative Bus Sales Inc.	49380 2020 Ford Transit 150 Van Silver	6/25/2020	43,562.21
41816	Creative Bus Sales Inc.	49359 2020 Ford Transit 150 Van Silver	6/25/2020	42,667.03
41852	Mosaic451, LLC	May 2020 Managed Security Services	7/2/2020	34,600.00
41827	SHI International Corp	Workiva Financial Reporting	6/25/2020	34,588.42
R20200630W003	City of Mesa	June 2020 Utilities	6/30/2020	32,196.32
20200717W004	Copperpoint Mutual Insurance Company	July 2020 WC Pymt and Audit Balance March 2019-Feb. 2020	7/17/2020	30,425.15
41832	CDW Government LLC	FY21 VMware Annual Renewal	7/1/2020	29,050.50
20200717W005	First Transit, Inc.	8078 Mid-Life Overhaul Engine	7/17/2020	27,959.85
				23,257,678.23

Valley Metro Rail, Inc.
Monthly AP Payments over \$25,000
June 21, 2020 to July 20, 2020

Document Number	Name	Transaction Description	Effective Date	Transaction Amount
20200702W001	Hensel Phelps Construction Co	May 2020 OMC Expansion Project	7/2/2020	6,458,500.00
20200626W006	Kiewit Infrastructure West Co.	Feb 2020 S Central Extension	6/26/2020	6,219,834.74
20200717W007	Stacy and Witbeck, Inc.	May 2020 Tempe Streetcar Project	7/17/2020	3,612,525.89
20200626W001	Alternate Concepts Inc.	April 2020 Transportation Services	6/26/2020	1,072,700.42
20200626W005	Jacobs Engineering	April 2020 NW Extension 2 Design Services	6/26/2020	1,003,129.54
035534	Southwest Gas	Tempe Streetcar Utilities	6/25/2020	805,938.39
20200626W002	City of Mesa	Overhead and Real Estate costs for Gilbert Rd Extension	6/26/2020	805,679.05
20200702W002	Hill International, Inc.	April 2020 Program Management	7/2/2020	711,259.60
20200710W001	Allied Universal Security Services	May 2020 Fare Inspection and Security Services	7/10/2020	589,633.80
20200626W	Allied Universal Security Services	April 2020 Fare Inspection and Security Services	6/26/2020	546,791.53
035611	SDB Contracting Services	May 2020 Construction Services - JOC	7/9/2020	300,787.02
20200710W	AECOM Technical Services, Inc.	April 2020 S Central Rail Extension	7/10/2020	248,314.89
20200626W003	DMS - Facility Services, Inc.	May 2020 Facilities and LRV Cleaning Services	6/26/2020	231,691.55
20200717W002	City of Phoenix	Jan - March 2020 Advertising Revenue	7/17/2020	179,647.00
20200701W	101 North First Ave LLC	July 2020 Rent 101 Bldg	7/1/2020	165,264.37
V20200630W	APS	June 2020 Utilities	6/30/2020	158,116.94
V20200630W021	SRP	June 2020 Utilities	6/30/2020	97,118.40
20200717W004	Knorr Brake Corporation (KBC)	LRV Friction Brake Overhaul	7/17/2020	83,734.74
20200717W006	Siemens Mobility, Inc.	Propulsion Circuit Boards	7/17/2020	81,886.52
20200702W003	Hubner Manufacturing Corporation	Horizontal Swing Arms for Bumper	7/2/2020	79,752.00
035536	Traffic Parts, Inc.	CPEV Bar Signal Replacement Parts - Final	6/25/2020	69,204.00
20200626W003	DMS - Facility Services, Inc.	May 2020 Facility Maintenance Services	6/26/2020	68,766.47
035539	ABB Enterprise Software, Inc.	Maintenance Renewal 7/1/20 - 6/30/21	7/1/2020	64,769.74
035541	Boreal-Informations Strategiques 2014 Inc.	Borealis Software for Communication and Marketing	7/1/2020	58,195.00
20200717W001	City of Mesa	Jan - March 2020 Advertising Revenue	7/17/2020	51,164.00
20200717W003	City of Tempe	Jan - March 2020 Advertising Revenue	7/17/2020	44,189.00
035527	City of Phoenix	April 2020 Fare Handling Fee	6/25/2020	36,129.00
035527	City of Phoenix	May 2020 Fare Handling Fee	6/25/2020	36,129.00
20200710W002	Award Winning Restorations	Change Color Scheme on LRV 105	7/10/2020	35,040.00
035533	Peter Goldlust	NWE Public Art Fabrication 7	6/25/2020	35,000.00
035538	URW, LLC	April 2020 Facilities Landscaping Services	6/25/2020	34,641.92

Valley Metro Rail, Inc.
Monthly AP Payments over \$25,000
June 21, 2020 to July 20, 2020

Document Number	Name	Transaction Description	Effective Date	Transaction Amount
035587	URW, LLC	May 2020 Facilities Landskeeping	7/2/2020	33,954.05
20200710W001	Allied Universal Security Services	May 2020 are Insspection and Security Services	7/10/2020	32,465.47
035538	URW, LLC	March 2020 Facilities Landskeeping Services	6/25/2020	32,042.00
20200626W007	Stacy and Witbeck, Inc.	TSC - CAB Disbursement #5	6/26/2020	30,000.00
20200626W	Allied Universal Security Services	April 2020 Fare Inspection and Security Service	6/26/2020	28,080.05
V20200630W005	City of Mesa	June 2020 Utilities	6/30/2020	25,807.73
20200626W	Allied Universal Security Services	April 2020 Fare Inspetion and Security Services	6/26/2020	25,162.72
				24,193,046.54

Valley Metro Regional Public Transportation Authority
Monthly AP Payments over \$25,000
May 21, 2020 to June 20, 2020

Document Number	Name	Transaction Description	Effective Date	Transaction Amount
20200612W001	First Transit, Inc.	April 2020 Fixed Route Bus Service - Unification	6/12/2020	5,516,524.04
41720	City of Phoenix	Distribution FY20 AZ Lottery Funds	5/28/2020	4,220,195.00
20200522W	City of Tempe	Jan - March 2020 EVBOM Lease Agreement	5/22/2020	1,493,112.00
20200522W009	City of Tempe	EVBOM Lease Agreement O&M 1/2020-3/2020; Fuel 1/2019-3/2020	5/22/2020	1,493,112.00
20200522W005	Transdev Services, Inc	March 2020 Regional Paratransit Services	5/22/2020	1,325,865.03
41719	City of Mesa	Distribution FY20 AZ Lottery Funds	5/28/2020	1,281,570.00
20200605W004	ADP, LLC	PPE 5/31/20 Wages Payable-Reverse Wire	6/5/2020	736,780.87
41760	City of Chandler - MS 412 Transit Services	FY20 Distribution AZ Lottery Funds	6/11/2020	673,598.00
41716	City of Glendale	Distribution FY 20 AZ Lottery Funds	5/28/2020	649,019.00
41726	Town of Gilbert	Distribution FY20 AZ Lottery Funds	5/28/2020	642,587.00
41721	City of Scottsdale - Remittance Processing	Distribution FY20 AZ Lottery Funds	5/28/2020	641,606.00
20200522W006	ADP, LLC	PPE 5/17/20 Wages Payable-Reverse Wire	5/22/2020	607,505.39
20200619W005	ADP, LLC	PPE 6/14/20 Wages Payable-Reverse Wire	6/19/2020	593,087.80
20200529W003	New Flyer of America, Inc.	6850 New Flyer Coach SR-2424 XN40 (80% pymt)	5/29/2020	427,796.60
20200529W003	New Flyer of America, Inc.	6854 New Flyer Coach SR-2424 XN40 (80% pymt)	5/29/2020	427,796.60
20200529W003	New Flyer of America, Inc.	6856 New Flyer Coach SR-2424 XN40 (80% pymt)	5/29/2020	427,796.60
20200529W003	New Flyer of America, Inc.	6858 New Flyer Coach SR-2424 XN40 (80% pymt)	5/29/2020	427,796.60
20200529W003	New Flyer of America, Inc.	6859 New Flyer Coach SR-2424 XN40 (80% pymt)	5/29/2020	427,796.60
20200605W002	New Flyer of America, Inc.	6857 New Flyer Coach SR-2424 XN40 (80% pymt)	6/5/2020	427,796.60
20200605W002	New Flyer of America, Inc.	6860 New Flyer Coach SR-2424 XN40 (80% pymt)	6/5/2020	427,796.60
20200605W002	New Flyer of America, Inc.	6861 New Flyer Coach SR-2424 XN40 (80% pymt)	6/5/2020	427,796.60
20200619W	Cigna Health and Life Insurance Company	June 2020 Medical & Vision Coverage	6/19/2020	356,795.64
41722	City of Surprise	Distribution FY20 AZ Lottery Funds	5/28/2020	347,127.00
20200605W004	ADP, LLC	PPE 5/31/20 Federal, State, SS/Med EE/ER Tax - ACH	6/5/2020	284,752.31
20200522W006	ADP, LLC	PPE 5/17/20 Federal, State, SS/Med EE/ER Tax-ACH	5/22/2020	247,675.53
20200619W005	ADP, LLC	PPE 6/14/20 Federal, State, SS/Med EE/ER Tax - ACH	6/19/2020	236,734.63
41783	American Logistics Company, LLC	March 2020 RideChoice Management Services	6/18/2020	233,206.78
41717	City of Goodyear	Distribution FY20 AZ Lottery Funds	5/28/2020	207,573.00
41714	City of Buckeye	Distribution FY20 AZ Lottery Funds	5/28/2020	171,831.00
41673	Creative Bus Sales Inc.	1643 Arboc Spirit of Freedom 24 Cutaway	5/21/2020	121,750.00
20200605W005	ASRS	PPE 5/31/20 ASRS Contributions Employee	6/5/2020	110,758.09

Valley Metro Regional Public Transportation Authority
Monthly AP Payments over \$25,000
May 21, 2020 to June 20, 2020

Document Number	Name	Transaction Description	Effective Date	Transaction Amount
20200605W005	ASRS	PPE 5/31/20 ASRS Contributions Employer	6/5/2020	110,758.09
20200522W007	ASRS	PPE 5/17/20 ASRS Contributions Employee	5/22/2020	109,222.24
20200522W007	ASRS	PPE 5/17/20 ASRS Contributions Employer	5/22/2020	109,222.24
20200619W006	ASRS	PPE 6/14/20 ASRS Contributions Employee	6/19/2020	108,557.99
20200619W006	ASRS	PPE 6/14/20 ASRS Contributions Employer	6/19/2020	108,557.99
20200529W003	New Flyer of America, Inc.	6850 New Flyer Coach SR-2424 XN40 (20% pymt)	5/29/2020	106,949.15
20200529W003	New Flyer of America, Inc.	6856 New Flyer Coach SR-2424 XN40 (20% pymt)	5/29/2020	106,949.15
20200529W003	New Flyer of America, Inc.	6854 New Flyer Coach SR-2424 XN40 (20% pymt)	5/29/2020	106,949.15
20200605W002	New Flyer of America, Inc.	6857 New Flyer Coach SR-2424 XN40 (20% pymt)	6/5/2020	106,949.15
20200605W002	New Flyer of America, Inc.	6861 New Flyer Coach SR-2424 XN40 (20% pymt)	6/5/2020	106,949.15
20200605W002	New Flyer of America, Inc.	6858 New Flyer Coach 6858 SR-2424 XN40 (20% pymt)	6/5/2020	106,949.15
20200605W002	New Flyer of America, Inc.	6860 New Flyer Coach SR-2424 XN40 (20% pymt)	6/5/2020	106,949.15
20200522W002	Medical Transportation Management, Inc.	March 2020 In-Person Eligibility Assessment and Travel Training Services	5/22/2020	94,639.62
41715	City of El Mirage	Distribution FY20 AZ Lottery Funds	5/28/2020	92,467.00
41698	City of Scottsdale - Remittance Processing	ADA Services Reimbursement	5/28/2020	69,104.46
20200522W003	Second Generation, Inc. dba Ajo Transportation	April 2020 Rural Connector Route	5/22/2020	67,751.42
20200619W002	Second Generation, Inc. dba Ajo Transportation	May 2020 Rural Connector Route	6/19/2020	63,005.66
20200529W	CopperPoint Insurance Company	June 2020 Rent for the Call and Mobility Centers	5/29/2020	52,008.57
41737	Dye Management Group, Inc.	April 2020 Transit Asset Management Consultant	6/4/2020	51,555.00
41688	Trend Offset Printing Services	Phoenix Transit System Books	5/21/2020	47,773.98
20200615W017	Wells Fargo Bank	May 2020 Credit Card Transactions	6/15/2020	43,793.84
41701	Guidesoft Inc.	4/6-4/26/20 IT Services Consultants	5/28/2020	41,455.56
41801	RideAmigos	5/6-8/5/20 TDM Platform Solution	6/18/2020	40,375.00
41757	AzTA (Arizona Transit Association)	July 2020-June 2021 Membership Renewal	6/11/2020	39,200.00
41728	Town of Paradise Valley	Distribution FY20 AZ Lottery Funds	5/28/2020	37,737.00
41745	Mosaic451, LLC	April 2020 Managed Security Services	6/4/2020	34,600.00
R20200531W003	City of Mesa	May 2020 Utilities	5/31/2020	31,037.34
20200612W001	First Transit, Inc.	8070 Mid-life Overhaul	6/12/2020	26,911.58
				27,743,517.54

Valley Metro Rail, Inc.
Monthly AP Payments over \$25,000
May 21, 2020 to June 20, 2020

Document Number	Name	Transaction Description	Effective Date	Transaction Amount
20200612W005	Stacy and Witbeck, Inc.	April 2020 Tempe Streetcar Project	6/12/2020	4,593,835.06
20200612W003	Hensel Phelps Construction Co	April 2020 OMC Expansion	6/12/2020	4,217,764.00
20200529W002	Brookville Equipment Corp	Milestone B & C partial TSC Acquisition Program	5/29/2020	1,864,076.16
20200522W004	Siemens Mobility, Inc.	Milestone C2 RV Acquisition Program	5/22/2020	1,613,781.22
20200529W005	Jacobs Engineering	March 2020 Northwest Extension 2	5/29/2020	941,837.31
20200612W004	Hill International, Inc.	March 2020 Program Management	6/12/2020	935,498.14
035473	SDB Contracting Services	April 2020 Construction Services - JOC	6/11/2020	502,830.75
20200612W002	HDR Engineering, Inc.	March 2020 Planning and Community Relations	6/12/2020	486,132.79
035381	SDB Contracting Services	March 20 Construction Services	5/21/2020	438,279.91
20200522W	AECOM Technical Services, Inc.	Feb 20 S Central LRT Extension	5/22/2020	300,967.68
20200619W	ARCADIS	April 2020 Consulting Support Services	6/19/2020	287,638.93
20200612W	AECOM Technical Services, Inc.	March 2020 S Central LRT Extension	6/12/2020	287,318.28
035378	PGH Wong Engineering, Inc.	March 20 NW Extension 2 Project	5/21/2020	232,890.20
20200529W004	DMS - Facility Services, Inc.	April 2020 Facilities and LRV Cleaning Services	5/29/2020	231,691.55
035505	PGH Wong Engineering, Inc.	April 2020 NW Extension 2	6/18/2020	216,609.16
20200529W	101 North First Ave LLC	June 2020 101 Bldg Rent	5/29/2020	162,817.32
V20200531W	APS	May 2020 Utilities	5/31/2020	143,839.00
035471	Salt River Project	TSC Apache and Dorsey TPSS Service	6/11/2020	95,971.88
20200612W001	Brookville Equipment Corp	TSC Acquisition MilestoneB Partial	6/12/2020	90,941.76
20200619W003	Knorr Brake Corporation (KBC)	LRV Friction Brake Overhaul	6/19/2020	84,525.82
035497	J. Banicki Construction Inc.	April Construction Services - JOC	6/18/2020	81,020.11
V20200531W021	SRP	May 2020 Utilities	5/31/2020	80,126.22
20200529W004	DMS - Facility Services, Inc.	April 2020 Facilities Maintenance Services	5/29/2020	68,766.47
035439	Hubner Manufacturing Corporation	LRV Bumper Parts	6/4/2020	64,187.64
035467	Noble Supply & Logistics	Elerts Renewal for 2 Years	6/11/2020	57,656.18
20200605W	Scheidt & Bachmann USA, Inc.	TVM and HHV Hardware Support	6/5/2020	53,097.02
20200522W003	Knorr Brake Corporation (KBC)	LRV Friction Brake Overhaul	5/22/2020	47,935.12
20200529W003	Dellner Inc.	LRV Coupler Overhaul	5/29/2020	42,996.00
20200619W001	Dellner Inc.	LRV Coupler Overhaul	6/19/2020	42,996.00
20200522W003	Knorr Brake Corporation (KBC)	LRV Friction Break Overhaul	5/22/2020	42,097.17
035504	Penn Machine Company, LLC	Rubber Block Tire Kits	6/18/2020	38,891.76
035443	NASG Holdings Inc.	LRV Glass Supply	6/4/2020	35,010.00
035505	PGH Wong Engineering, Inc.	April 2020 LRV & OMC Testing and Integrated Support	6/18/2020	34,470.01
035424	Allied Electronics Inc	Cable	6/4/2020	30,849.87
035363	Alliant Insurance Services, Inc.	3rd Quarter Installment	5/21/2020	28,125.00
035378	PGH Wong Engineering, Inc.	MARCH 20 LRV & OMC Testing and Integrated Support	5/21/2020	27,666.77
				18,505,138.26



Procurement Report as of 07/10/2020

RECENTLY COMPLETED PROCUREMENTS

Contract Administrator	Agency	Procurement Type	Procurement Title	FTA Funding	Release Date	Proposal Due Date	Targeted Board Award Date	Estimated Contract Value	Term of Contract	Comments
Kianie K	Joint	RFP	Videography Services	No	January 2020	February 2020	April 2020	\$170,000.00	2 years + 2 one-year options	Executed
Kianie K	Joint	Purchase Order	Consulting IT Staff	No	N/A	N/A	May 2020	\$590,000.00	1 year	Executed
Kianie K	Joint	Purchase Order	Information Technology Infrastructure Refresh	No	N/A	N/A	May 2020	\$1,217,100.00	1 year	Executed
Kianie K	Joint	Purchase Order	Security Log Collector Maintenance and Support	No	N/A	N/A	May 2020	\$207,600.00	3 years	Executed
Kianie K	Joint	Purchase Order	Alesig Maintenance and Support	No	N/A	N/A	May 2020	\$450,000.00	1 year + 2 one-year options	Executed
Kianie K	Joint	Purchase Order	Paratransit Eligibility, Scheduling and Dispatch Software	No	N/A	N/A	May 2020	\$720,000.00	4 years	Executed
Kianie K	RPTA	Purchase Order	Transportation Planning Software	No	N/A	N/A	May 2020	\$187,000.00	3 years	Executed
Susanna H	Joint	RFP	ERP and EAM Solution	No	September 2019	November 2019	June 2020	\$7,113,070.00	47 months + Two 3 year options	Initiating Documents
Rick W	RPTA	Sole Source	Farebox Maintenance and Support	No	N/A	N/A	May 2020	\$726,644.00	3 years + 1 option	Routed for Signature
Ed N	RPTA	RFP	Bus Wash Replacement	No	November 2019	January 2020	May 2020	\$914,000.00	6 years	Executed

ACTIVE PROCUREMENTS

Contract Administrator	Agency	Procurement Type	Procurement Title	FTA Funding	Release Date	Proposal Due Date	Targeted Board Award Date	Estimated Contract Value	Term of Contract	Comments
Barb H	Joint	RFP	Operations Cleaning Services	Yes	May 2020	July 2020	November 2020	\$14,330,000.00	3 year + 1 two-year option	Solicitation Issued
Barb H	VMR	Sole Source	LRV Modular Door Control Unit Upgrade	No	N/A	N/A	August 2020	TBD	TBD	SOW Development
Barb H	VMR	Change Order	Light Rail Vehicles	Yes	N/A	N/A	August 2020	\$79,071,364.00	7 years	Pending Board Approval
Ed N	RPTA	RFP	Retail Sales Networks for Fare Collection and Customer Service	No	February 2020	May 2020	November 2020	\$35,000,000.00	5 years + 3 yr + 2 yr	In Evaluation
Rick W	RPTA	RFP	Bus Inspection Services - Re-Issue	Yes	April 2020	May 2020	August 2020	\$1,600,000.00	5 years	Pending Board Approval
Rick W	Joint	RFP	Landscaping Services	No	June 2020	July 2020	September 2020	\$2,450,000.00	3 year + 2 options	Solicitation Issued
Christian J	Joint	Purchase Order	Enterprise Asset Mngmnt System Upgrade	No	N/A	N/A	August 2020	\$300,830.37	1 year	Pending Board Approval
Christian J	VMR	Change Order	Additional tires for contract 19011	No	N/A	N/A	August 2020	\$316,994.00	5 years	Pending Board Approval

FUTURE PROCUREMENTS

Contract Administrator	Agency	Procurement Type	Procurement Title	FTA Funding	Release Date	Proposal Due Date	Targeted Board Award Date	Estimated Contract Value	Term of Contract	Comments
Ed N	VMR	Sole Source	Aconex renewal & introduce archiving	No	N/A	N/A	August 2020	\$1,800,000.00	5 years	SOW Development
Christian J	VMR	Sole Source	Knorr LRV Brakes (Master Purch Agrmt)	No	July 2020	July 2020	September 2020	\$230,000.00	5 years	SOW Development
Barb H	VMR	Sole Source	SCV Managed Inventory Program	No	N/A	N/A	May 2021	\$1,000,000.00	5 years	SOW Development
Rick W	Joint	Change Order	DMS Addon for Touchless Disinfecting svcs	No	7/1/2020	7/12/2020	September 2020	TBD	5 months	Pending Board Approval
Christian J	VMR	Change Order	Additional contingency for contract 19041	No	TBD	TBD	September 2020	TBD	5 years	Initiating Documents
Susanna H	VMR	RFQ	Business Support Services - CSD	No	TBD	TBD	NA	TBD	4 years	SOW Development
Shelia H	VMR	COOP	Business Assistance - Communications	No	TBD	TBD	NA	TBD	TBD	SOW Development
Rick W	Joint	RFP	Fare Inspection and Security Services	No	TBD	TBD	TBD	\$56,113,000.00	3 year + 2 options	Awaiting Board Authorization to Issue Solicitation



Information Summary

DATE

August 20, 2020

AGENDA ITEM 11**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

Item Requested	Date Requested	Planned Follow-up Date



Agenda

August 20, 2020

Valley Metro RPTA
Thursday, August 27, 2020
Webex/Phone
11:15 a.m.

Action Recommended

1. Public Comment

1. For Information

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

2. Minutes

2. For action

Minutes from the June 18, 2020 Board meeting are presented for approval.

REGULAR AGENDA

3. Bus Inspection Services Contract Award

3. For action

Staff recommends that the Board of Directors authorize the the CEO to execute a five-year contract and two option years with Vehicle Technical Consultants, Inc. to provide bus inspection services in an amount not to exceed \$2,314,300 for the period November 1, 2020 through October 31, 2027.

4. Recommended October 2020 Transit Service Changes

4. For action

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 and Transdev paratransit contract to accommodate the recommended October 2020 service changes.



5. Bus Operator Protective Barriers for Fixed Route Bus Fleet Contract Award 5. For action

Staff recommends that the Board of Directors authorize the CEO to execute a contract with Complete Coach Works for an amount not to exceed \$1,977,439 for the purchase and installation of Bus Operator Protective Barriers for the fixed route bus fleet.

6. Future Agenda Items Request and Report on Current Events 6. For information

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

7. Next Meeting 7. For information

The next Board meeting is scheduled for **Thursday, September 17, 2020 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



Information Summary

DATE

August 20, 2020

AGENDA ITEM 1**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



Minutes

August 20, 2020

AGENDA ITEM 2

Board of Directors
Thursday, June 18, 2020
Via Webex/Phone
11:15 a.m.

RPTA Meeting Participants

Mayor Kevin Hartke, City of Chandler (**Chair**)
Mayor Kate Gallego, City of Phoenix (**Vice Chair**) (phone)
Councilmember Jon Edwards, City of Peoria (**Treasurer**) (phone)
Vice Mayor Pat Dennis, City of Avondale
Vice Mayor Craig Heustis, City of Buckeye
Mayor Alexis Hermosillo, City of El Mirage (phone)
Councilmember Mike Scharnow, Town of Fountain Hills (phone)
Councilmember Jared L. Taylor, Town of Gilbert (phone)
Councilmember Lauren Tolmachoff, City of Glendale (phone)
Vice Mayor Bill Stipp, City of Goodyear (phone)
Supervisor Jack Sellers, Maricopa County (phone)
Councilmember Francisco Heredia, City of Mesa (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
Mayor Michael LeVault, Town of Youngtown (phone)

Members Not Present

Councilmember Linda Laborin, City of Tolleson
Mayor Rui Pereira, Town of Wickenburg

Chair Hartke called the RPTA meeting to order at 12:44 p.m.

1. Public Comment

Chair Hartke said again, for today's meeting public comment is being taken in written format and will be entered into the official minutes of the meeting.

2. Minutes

Mr. Chair said minutes from the May 21, 202 RPTA meeting are presented for approval.

IT WAS MOVED BY COUNCILMEMBER ARREDONDO-SAVAGE, SECOND BY COUNCILMAN EDWARDS AND UNANIMOUSLY CARRIED TO APPROVE THE BOARD MEETING MINUTES FROM MAY 21, 2020.



3. Valley Metro RPTA Fiscal Year 2021 (FY21) Proposed Operating and Capital Budget and Five-Year Operating Forecast and Capital Program (FY21 through FY25)

Chair Hartke said Mr. Smith said Mr. Chair, thank you. I will gladly turn this over to Paul Hodgins who has been working diligently over many, many months in a difficult situation so Paul.

Mr. Hodgins said thank you, Mr. Smith. Mr. Chair, members of the board, this has been a long process. I very much appreciate your staff and the Board and particularly Audit and Finance Subcommittee in providing some oversight and guidance and assistance through this.

I want to start this presentation really just touching on some of the either concerns or questions that came up during May when we talked with both the Financial Working Group, your staff, the Audit and Finance Subcommittee and then also the Board at the study session in May there were some outstanding questions. I just want to address those first and then I'll quickly go through the proposed budget.

I know there was some questions about travel. From what was presented in May, we've reduced that travel budget by about another \$100,000. We do still have some travel that will be required primarily related to specific projects or vehicle inspections. Anything that's not required we certainly will have some extensive review to make sure that they're for essential business operations.

Some of the merit adjustment and the staffing that was discussed and questions that came up. What we have in the budget here is a three percent placeholder. As discussed, we'll have a review with the Audit and Finance Subcommittee sometime during the second quarter of the fiscal year. No action is required by the AFS. If they feel that there's more information needed, they could push any decision farther down the road. But any recommendation would come out of the AFS after a review and, ultimately, would go to the Board for their approval.

Then there's some questions about some of the staffing reductions. We are not replacing the staff simply with consultants. We will have positions that are vacant or not new. There was a question about the 30 that we've reduced from what was presented in March. Twenty-four of those are current positions that are vacant. Six of them were new positions that we decided not to move forward with.

There was a question about tuition reimbursement about how much we anticipate spending this year. Through April, we are at about \$75,000. We anticipate \$90,000 through the rest of -- for the end of this fiscal year. Our budget in fiscal '21 is \$105,000. That is based on the number of employees who are participating in the tuition assistance program which I believe is 15.



There's also some question about the office space and perhaps taking advantage of the teleworking and technology that we have to reduce the need to physical office space. In the short term, we don't plan on reducing our office -- our space needs. With a phased return and some of the physical distancing protocols still in place, as we bring staff back in, we want to ensure that we have adequate space, but in the long term after the pandemic, after we've gotten through this, we certainly will explore the opportunity for expanding telework and the potential for reducing our space needs.

The challenge there really is, you know, that I don't know that we'll be beyond this pandemic for least a year and then we are down to maybe four years left on the lease. That's not necessarily an attractive sublease for only four years so it may not impact the current lease and the current space. It may impact kind of the next generation or the next lease that we would look at with the plan for the Prop 400 extension.

So to just look very quickly at what we are proposing. We have some baseline operations for service miles. We did not anticipate in this budget any reductions. We will, obviously, be having discussions. As Scott mentioned, the Service Planning Working Group has already met to look at a process for looking at our service and what it should be long term.

For our paratransit and our Ride Choice, we have maintained our demand estimates at the pre-COVID-19 level that protects our budget. As Mr. Smith also mentioned, we've also seen some bounce back in that demand so this allows for the budget there in case the ridership there comes back much faster than we anticipated. Looking overall, again, passenger activities, capital activities are the largest areas of our budget. And on the sources, you'll note the federal funds, the CARES Act, it's about 15 percent much our total sources. That's the main addition that we have here that will help support our program moving forward.

Overall, our uses of funds, primarily on service, fixed route demand, and van pool. We have reduced our budget for some of our internal costs planning, admin and finance, slight increase in regional services from fiscal '20. Overall, \$157.3 million for the RPTA operating.

Sources of funds. I'll highlight again, the federal CARES Act almost \$50 million included in this budget to support service offsetting the need for Prop 400 and our member city local funds to allow us the time to really evaluate the long term impacts of the pandemic.

On the capital side, largely related to fleet replacement and debt service. Those are the largest come components. Some other facilities and other member agency disbursements. \$84.7 million in capital. On the sources, largely Prop 400 and federal sources, FTA grants.

Then we have, as I mentioned, passthrough funds more fiduciary in nature. Things that we do on behalf of our members such as the lottery funds that we receive and disburse



out to the cities. The Prop 400 funds we receive and disburse to Valley Metro Rail for corridor construction and planning so total of about \$93.2 million in those passthrough funds, largely from Prop 400 sources and the Arizona lottery.

Looking at the staffing for RPTA and staff that are shared between RPTA and VMR, we are looking at a reduction in FTEs in the budget from 231 to 218 so that's a decrease of 13. There are -- were a couple of new positions that we kept that were requested such as another attorney to support our General Counsel, some of the activities going on with the legal. Those are offset by reductions in other areas so there's a net decrease of 13 positions there.

That was a very quick walkthrough of the annual, I'll go probably even quicker through the five-year. It's based on our current short-range transit program which as we know will likely change as we talk through that with your staff. Demand service, we are looking at modest increases annually for paratransit. Slightly larger increases for our Ride Choice. A slow return of ridership and fare revenue from pre-COVID levels probably over the next two to three years before we get back to normal if there is a normal. And then just some inflationary increases on our federal revenues. Overall just over a billion dollars for our five-year operating sources and uses. Largely service related, fix route and paratransit being the largest and then some passthrough disbursements.

On the capital side, largely fleet replacement. There are some facilities that are funded including the fare collection system that will be talking about in more detail in August. Some facility upgrades and some IT upgrades. Overall, about a \$762 million 5-year forecast largely from Prop 400 and federal sources and, as I mentioned, regional fleet being -- replacement being the largest category, debt service, and then some program disbursements to Valley Metro Rail.

This has been a long and good process. As I mentioned, we started this back in August with a Board Study Session. We've had great input from your staff through the Financial Working Group. We've had great input from our Audit and Finance Subcommittee. I appreciate all of that and I'm here today to ask the Board to approve our fiscal year 2021 operating and capital budget and to accept our five-year operating and capital forecast.

And with that, Mr. Chair, I'd be happy to answer any questions.

Chair Hartke said thank you, Paul. Are there any questions related to this item on the agenda? Councilmember Arredondo-Savage.

Councilmember Arredondo-Savage said thank you very much. You know, Paul mentioned it too and I just want to say thanks to him and to the Audit and Finance Subcommittee because I think one of our responsibilities is to make sure that we are taking a deeper dive when it comes to our finances and really understanding where we are and where we are going to be. And then COVID came and changed on a lot of



things and everybody's been pretty flexible, but, at the same time, there was one thing in there, Paul, that we had talked about and I thought we were going to get a little more justification today in regards to those legal FTEs.

Unless I missed it somewhere, I thought that was one of the things that Audit and Finance Subcommittee was looking to just kind of make sure that the justification was there and public and people understood how we are actually increasing those positions and why.

Mr. Hodgins said Councilmember, yes. We failed to submit that you're right. You did ask for that. I would be happy to ask Mr. Minnaugh if he'd like to provide a little additional justification.

Councilmember Arredondo-Savage said great.

Chair Hartke said Mr. Minnaugh, are you available? So are there additional questions? Is this Mr. Minnaugh? Mr. Minnaugh?

Chair Hartke said so we can maybe come back to this and reach out to this and have him respond. Are there any other questions related to this? If it's okay with you if we defer?

Councilmember Arredondo-Savage said no. And I don't think it was necessarily. I think we just wanted to publicly make sure we were all to the same page in regards to the justification of the increase of the positions. Because, I mean, that's not unless where we are heading in the sense of increasing positions so that was one of the things the Audit and Finance Subcommittee, you know, really talked about and really pushed Paul so I got to tell you, I think, we did our job very well so Paul thank you for that.

And then, I think, another thing I just want to reiterate too is we really talked about, you know, doing really a more thorough exercise in regards to possibly a reduced budget in the future. And, you know, maybe a parallel exercise as we move forward knowing that, you know, our revenues may not be what they're expected, you know, post- COVID when that does come and hopefully go. But one of the things that I think that we need to just make sure that we are being prepared and understanding what that worst case scenario could possibly be so with that, I guess, I'd ask the Audit and Finance Subcommittee if we are okay to just go ahead and move forward.

Mr. Minnaugh said good afternoon. Thank you for your patience board members. Board, members, Mr. Chair, Councilmember Arredondo-Savage, so with the reason we -- we really are in desperate need of some additional legal resources. The, obviously, we touch base in a significant way with the Boards every quarter with the volume of disputes that we are handling and we certainly handle those in a time-sensitive and industrial way, but the truth is with Valley Metro capital improvement projects under way and ongoing operational services having experienced an quite a significant amount of growth and expansion. Really the overall need and day-to-day need for legally



engaged services for each business unit has increased. And so, we are just -- we are not able to meet those general business needs without some additional resources in the Legal Division.

We are involved in, obviously, we are involved in -- highly engaged in each business unit. The handling and the handling and finalizing of all contractual arrangements, the corporate governance issues, and, of course, just general assistance with overall dispute resolution. And my fear is that if we do not have these additional legal resources, we will not be able to satisfy the needs of each business unit and so that's the reason for the request.

Chair Hartke said Mr. Chair said all right. Thank you, Mr. Minnaugh. Any additional questions or comments related to the Valley Metro RPTA budget for the upcoming year? Hearing none. I would entertain a motion and a second for the approval of fiscal year 2021 proposed operating and capital budget and for acceptance of the 2125 5-year operating and capital forecast. Is there a motion, please?

IT WAS MOVED BY COUNCILMEMBER KLAPP, SECONDED BY VICE MAYOR DENNIS AND UNANIMOUSLY CARRIED TO APPROVE THE FISCAL YEAR 2021 PROPOSED OPERATING AND CAPITAL BUDGET AND FOR ACCEPTANCE THE FY21-25 FIVE-YEAR OPERATING AND CAPITAL FORECAST.

4. Election of Officers and Subcommittee Members

Chair Hartke said this is again available in our packet. I would like to request a motion and a second to elect Board Officers and Board Subcommittee positions for 2021, as presented. Is there a motion, please?

IT WAS MOVED BY COUNCILMEMBER ARREDONDO-SAVAGE, SECONDED BY VICE MAYOR DENNIS AND UNANIMOUSLY CARRIED TO APPROVE THE SLATE OF BOARD OFFICERS AND SUBCOMMITTEE MEMBERS HAS PRESENTED.

Chair Hartke said it has been a pleasure and an honor to serve you in these odd times. I've been very proud of the work of our transportation system and it truly has been a honor to serve in this capacity and I believe I speak for my other Board members as well.

I want to welcome our new RPTA Board Chair, John Edwards. Our Vice Chair, Francisco Heredia from Mesa and our Treasurer, Mayor Kate Gallego from Phoenix as well Audit and Finance Subcommittee, Councilmember Tolmachoff and our RPTA members to the Valley Metro RPTA and Valley Metro Joint Board Subcommittee, I will be continuing and Vice Mayor Bill Stipp as well. Thank you for that.



5. Future Agenda Items Request and Report on Current Events

Chair Hartke said does any member have an agenda item you would like to see on future meetings? Or do you have anything you would like to report or inform the board about? Hearing none. Our next meeting is Thursday, August.

With no further discussion the meeting adjourned at 1:05 p.m.



Information Summary

DATE

August 20, 2020

AGENDA ITEM 3**SUBJECT**

Bus Inspection Services Contract Award

PURPOSE

To request authorization for the Chief Executive Officer (CEO) to execute a five-year contract and two option years with Vehicle Technical Consultants, Inc. to provide bus inspection services in an amount not to exceed \$2,314,300 for the period November 1, 2020 through October 31, 2027.

COST AND BUDGET

The bus inspection services contract for approval has a base term of five years with two option years. For the total term of the contract, the award cost is \$2,314,300. The contract and the exercise of option years will be completely conditioned on an available source of funds. Valley Metro reserves the right to cancel the contract at any time and for any reason as solely determined by Valley Metro. Cost for the first year of the contract is \$346,000 and is included in the RPTA Adopted FY21 Operating and Capital Budget. Contract obligations beyond FY21 are incorporated into the RPTA Adopted Five-Year Operating Forecast and Capital Program (FY2021 thru FY2025).

This contract will be funded with fare revenues, Public Transportation Funds, member city contributions, and Federal Section 5307.

RECOMMENDATION

Staff recommends that the Board of Directors authorize the CEO to execute a five-year contract and two option years with Vehicle Technical Consultants, Inc. to provide bus inspection services in an amount not to exceed \$2,314,300 for the period November 1, 2020 through October 31, 2027.

BACKGROUND | DISCUSSION | CONSIDERATION

Valley Metro uses a third-party contractor for its vehicle inspection services for ongoing bus inspections at four operations and maintenance facilities, new bus factory inspections, and Buy America compliance reviews. These contracted services ensure Valley Metro meets or exceeds all Federal Transit Administration (FTA) maintenance and procurement oversight requirements.

In November 2019, the Board authorized Valley Metro to issue a Request for Proposals (RFP) for a five-year contract and two option years. Proposals were to be evaluated on the following criteria: (1) Firm Qualifications & Experience, (2) Personnel Qualifications & Experience, (3) Understanding / Approach to the Scope of Services and (4) Price.



The scope of work in the RFP included the following inspection services:

- Post preventive maintenance inspections (PMI) – after the contractor completes a PMI inspection, a sample of vehicles are inspected to ensure all defects are identified, repaired and documented.
- Re-inspection of the contractors' repairs (sample basis) to ensure that all defects have been repaired in a timely manner.
- Vehicle inspections to investigate mechanical-related complaints from customers, vehicle cleanliness inspections, vehicle transfer inspections, and vehicle disposal inspections.
- Return to service vehicle inspections to ensure all accident repairs are completed and the vehicle is safe to return to service.
- Review bus purchases for Buy America parts and component documents per FTA guidelines.
- New vehicle inspections performed at the factory to ensure all Valley Metro vehicles are built to specifications.
- New vehicle acceptance inspections to include both bus and vanpool vehicles to ensure all new vehicles are mechanically sound and ready for service before final payment.

On May 11, 2020, a single responsive proposal was received from the incumbent contractor, Vehicle Technical Consultants, Inc. An independent cost estimate was developed prior to the RFP. As a result of the single proposal received, a cost and price analysis were completed. The result of the cost and price analysis was that Vehicle Technical Consultants, Inc. price was 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 1: Advance performance-based operations

COMMITTEE PROCESS

RTAG: July 21, 2020 for information

TMC: August 5, 2020 approved

Board of Directors: August 27, 2020 for action

CONTACT

Ray Abraham

Chief Operations Officer

rabraham@valleymetro.org

ATTACHMENT

None



Information Summary

DATE

August 20, 2020

AGENDA ITEM 4**SUBJECT**

Recommended October 2020 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 and Transdev paratransit contract to accommodate the recommended October 2020 service changes.

COST AND BUDGET

Appendix A provides a summary of the estimated annual costs or savings of the recommended service changes and adjustments necessary to Valley Metro's operating contracts and member agency IGAs. Costs for changes that do not impact Valley Metro-operated routes and routes not funded through PTF are excluded from this table.

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 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 and Transdev paratransit contract to accommodate the recommended October 2020 service changes.

BACKGROUND | DISCUSSION | CONSIDERATION

Effective October 26, 2020 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. Paratransit changes were coordinated and analyzed through the Cities



of Tempe and Peoria. In addition, the service changes were reviewed by Valley Metro's Accessible Transit Services Department.

This summary includes recommended bus and paratransit 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 and paratransit policy and service area.

Recommended Route and Schedule Changes:

- Route 62—Hardy Dr: Modify route for southbound trips to travel along Ash Ave. instead of Farmer Dr. to maintain consistency with northbound trips.
- Route 108—Elliot Rd/48th St: Modify route to remove deviation along San Marcos Pl. to Chilton Dr. and Arizona Ave. Route will continue along Elliot Rd. for more efficient service.
- Tempe Orbit Earth: Modify route to travel along Rio Salado Pkwy & Rural Rd. to better serve activity areas at Rural Rd. & Playa del Norte Dr. Two bus stops at the Curry Rd. & Mill Ave. intersection will be eliminated for more efficient service.
- Tempe FLASH: Modify route to directly serve Lot 59 and additional ASU activity centers. Modify runtime frequency to every 10 minutes until 6 p.m., and then 15 minutes until end of service. Please note that this change, if approved, will occur in August to better coincide with the ASU Fall term.

Valley Metro Paratransit Changes:

- City of Tempe
 - Same day Valley Metro Paratransit service to be eliminated
 - Non-ADA certification will no longer be available
- City of Peoria
 - Changes in service area related to POGO routing and schedule area, as directed by City of Peoria staff.

Public Outreach

An extensive public outreach was conducted from May through June, 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 May 20, 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

- **Results**

The public outreach generated 181 comments from riders and the general public about Valley Metro-operated or funded service. Overall, 67% of comments were positive or neutral.

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: July 21, 2019 for information

TMC: August 5, 2020 approved

Board of Directors: August 27, 2020 for action

CONTACT

Wulf Grote, P.E.

Director, Capital Services and Development

602-322-4420

wgrote@valleymetro.org

ATTACHMENT

Appendix A: Change in Costs for Valley Metro Operated or PTF Funded Services by Contractor and City

Appendix B – All Service Changes Presented to Public Regardless of Operator or Funding Source

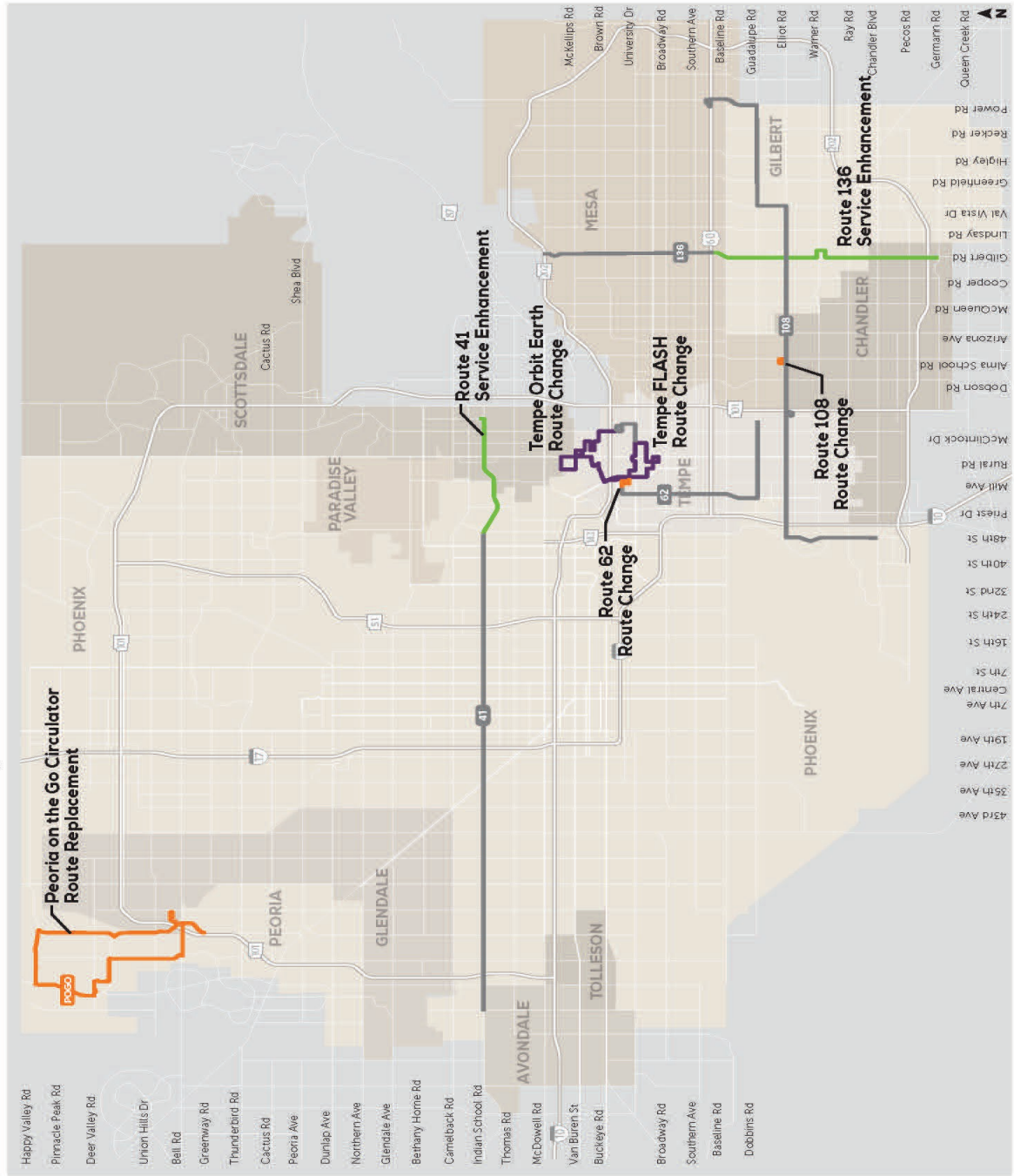


Appendix A: Change in Costs for Valley Metro Operated or PTF Funded Services by Contractor and City

Estimated Annualized Costs or Savings of Service Changes			
Using FY2021 Rates			
Route	Contractor	Funding Agency	
	(base cost)	(estimated net)	
	First Transit (VM)	Tempe	TLCP
62	\$9,000	\$8,000	-
108	-\$76,000	-	-\$68,000
Earth	\$61,000	\$58,000	-
FLASH	-\$51,000	-\$48,000	-
Total	-\$57,000	\$18,000	-\$68,000

Appendix B –All Service Changes Presented to Public Regardless of Operator or Funding Source

Routes Identified for Service Changes - October 2020





Information Summary

DATE

Agusut 20, 2020

AGENDA ITEM 5**SUBJECT**

Bus Operator Protective Barriers for Fixed Route Bus Fleet Contract Award

PURPOSE

To request authorization for the Chief Executive Officer (CEO) to execute a contract with Complete Coach Works for an amount not to exceed \$1,883,276 plus a 5% contingency of \$94,163 for a total of \$1,977,439 for the purchase and installation of Bus Operator Protective Barriers for the fixed route bus fleet.

COST AND BUDGET

This project is expected to be completed in FY21 and will require a mid-year budget adjustment since this need was not anticipated during the FY21 budget development process. A breakdown of these costs is listed below:

BASE BID PRICE PROPOSAL		
Item	Description	Price
1	Equipment and installation for 288 buses	\$1,738,944
2	Estimated Tax (8.3%)	\$144,332
3	Total Cost	\$1,883,276
4	Contingency (5%)	\$94,163
	TOTAL PROJECT COSTS (Sum of items 1-5)	\$1,977,439

Sources of funding include Federal CARES Act and Prop 400. A 5% project contingency of \$94,163 is included for any unforeseen issues or obstacles during installation, which brings the total not to exceed amount to \$1,977,439.

RECOMMENDATION

Staff recommends that the Board of Directors authorize the CEO to execute a contract with Complete Coach Works for an amount not to exceed \$1,977,439 for the purchase and installation of Bus Operator Protective Barriers for the fixed route bus fleet.

BACKGROUND | DISCUSSION | CONSIDERATION

The Covid-19 health pandemic has created many challenges for public transit systems throughout the world. The most pressing and important aspect of operating fixed route transit in times like this is to protect the health and safety of bus operators and other front-line workers. Valley Metro, in partnership with the member cities have taken a host of measures to protect our front-line heroes. Some of these measures, which includes passengers boarding from the rear door, has impacted our ability to collect fares and



has slowed down the boarding and alighting process. In addition, the number of security incidents on board buses has increased and several operators have been physically assaulted.

Prior to, and since the onset of the Covid-19 health crisis, staff from Valley Metro and the City of Phoenix have conducted extensive research to improve the long-term health and safety of our operators. Collectively, both agencies believe the most prudent and effective option is to retrofit the regional bus fleet with commercially available operator protective barriers. An overview of this type of barrier includes the following:

- Solid lower door panel and optimum glass coverage that provides a safety barrier for operators. The barrier is designed to protect the operator from physical assaults by passengers including thrown objects, spitting, punching, or other forms of physical altercations.
- Rugged door design, which includes a large safety glass shield that can be raised or lowered for maximum visibility and interaction with passengers. This safety glass also helps to protect the operator from airborne contaminants, such as Covid-19.
- Heavy-duty latch mechanism, which can be locked from inside the operator cockpit, preventing entry from unwanted persons.

On May 20, 2020, the City of Phoenix Public Transit Department (CITY) and the Regional Public Transportation Authority (RPTA) released a Request for Proposals (RFP) for the manufacture and installation of Bus Operator Protective Barriers for the regional fixed route bus fleet. This RFP was a competitive negotiated procurement to award a Firm, Fixed-Price (FFP) contract, pending approval from the Board and Phoenix City Council.

This solicitation represents a joint procurement by the CITY, on behalf of itself and RPTA. Each purchasing agency shall enter into its own contract(s) with the successful proposer and each is solely responsible for meeting FTA requirements and for their own performance under their respective contract(s), and neither shall be responsible or liable for the contract(s) of another.

Two proposals were received from the following offerors:

- Complete Coach Works
- NFI Parts

Final evaluations resulted in the following scores and recommendation:



PROPOSERS POINTS AND RANKING		
Proposer	Technical Points	Ranking
Complete Coach Works	862	1
NFI Parts	Non-Responsive	NA

The bid received by NFI Parts was deemed non-responsive for failing to submit the proper information on their pricing proposal. The proposal submitted by Complete Coach Works met or exceeded all of the technical requirements outlined in the RFP, and their pricing was very competitive to the price submitted by NFI Parts. Based on the results of this process, the selection committee has selected Complete Coach Works as the firm whose proposal offers the “best value” to the agency.

An independent cost estimate including a cost comparison and price analysis have been completed. The proposed price has been deemed fair and reasonable based on the price analysis.

STRATEGIC PLAN ALIGNMENT

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

- Goal 1: Advance performance-based operations

COMMITTEE PROCESS

RTAG: July 21, 2020 for information

TMC: August 5, 2020 approved

Board of Directors: August 27, 2020 for action

CONTACT

Ray Abraham

Chief Operations Officer

602-652-5054

rabraham@valleymetro.org

ATTACHMENT

None

Operator Protection Door Project

August 2020



1

Background & Considerations



- Covid-19 pandemic has created passenger boarding and fare collection challenges
- Host of measures have been taken to protect the operator from this deadly virus
 - Rear door boarding and alighting
 - Passenger limits
 - Face coverings
 - Barriers installed 6 feet behind operator to protect them from airborne diseases
 - Plastic curtains installed around operator cockpit

2

2

Current Challenges



- Fare collection
- Curtains do not protect operator from physical assaults or unwanted intrusion in cockpit area
- There has been an increase in incidents & disturbances this calendar year
 - Health and safety of bus operators is our top priority
 - Additional actions are required to protect our front-line staff

3

3

Short Term Solution



4

4

Long Term Solution



- **City of Phoenix (CITY) and Valley Metro (VM) conducted research to review options and best practices**
 - Many large transit agencies are installing operator protective doors
- **CITY & VM staff conducted and executed a joint RFP procurement process**
 - Firm, Fixed-Price contract
 - Each agency will enter into its own contract with selected vendor
- **Two proposals received**
 - Complete Coach Works selected as the firm whose proposal offers the “best value” to Valley Metro and City of Phoenix

5

5

Operator Protection Door



- Critical defensive barrier with large safety glass and heavy-duty lower door to protect against physical assaults and unwanted passenger interactions
- Power window allows operator to open or close quickly and easily
- Anti-reflective, anti-glare laminated safety glass functions as a sneeze guard
- Contoured glass provides direct unobstructed views to mirrors

6

6

Operator Protection Door



- Selectable speed fans for optimal cockpit air circulation
- Unique latch mechanism maintains positive contact & eliminates rattles
- Door can be locked from the inside, preventing entry from unwanted persons

7

7

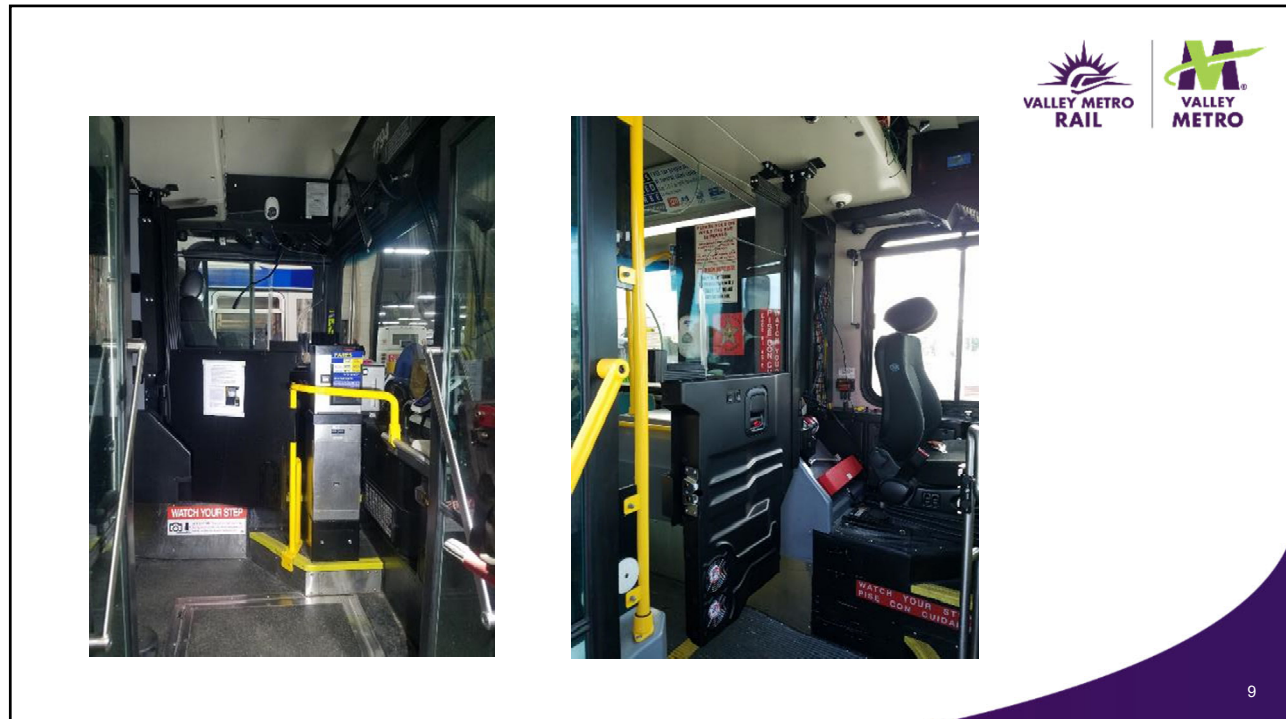
Operator Protection Door



- Easy installation and simple wiring
- Quick detach mounting bracket and extrusion allows door to be removed for service to the operator compartment in just a few minutes

8

8



9

Project Timeline

- 60-75 day lead time on parts
- Vendor can install a minimum of 36 barrier doors per week
- Installs will occur at night to minimize disruption to operations and maximize fleet availability
- Eight-month timeline to complete installations on Valley Metro and City of Phoenix bus fleets

10

10

Cost and Budget



BASE BID PRICE PROPOSAL		
Item	Description	Price
1	Equipment and installation for 288 buses	\$1,738,944
2	Estimated Tax (8.3%)	\$144,332
3	Total Cost	\$1,883,276
4	Contingency (5%)	\$94,163
	TOTAL PROJECT COSTS (Sum of items 1-5)	\$1,977,439

11

11

Staff Recommendation



Staff recommends that the Board of Directors authorize the CEO to execute a contract with Complete Coach Works for an amount not to exceed \$1,977,439 for the purchase and installation of Bus Operator Protective Barriers for the fixed route bus fleet.

12

12



Information Summary

DATE

August 20, 2020

AGENDA ITEM 6**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

Item Requested	Date Requested	Planned Follow-up Date



Agenda

August 20, 2020

Valley Metro Rail
Thursday, August 20, 2020
Via Webex/Phone
11:15 a.m.

Action Recommended

1. Public Comment

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

1. For Information

2. Minutes

Minutes from the June 18, 2020 and July 16, 2020 Board meetings are presented for approval.

2. For action

CONSENT AGENDA

3A. Light Rail Vehicle (LRV) Steel Tires Contract Change Order

Staff recommends that the Board of Directors authorize the CEO to execute a contract change order with Penn Machine Company for additional LRV steel tires and tire block kits in an amount not to exceed \$316,994 for the final three years of the contract.

3A. For action

3B. Light Rail Vehicle (LRV) Door Control Unit Upgrade Contract Award

Staff recommends that the Board of Directors authorize the CEO to execute a contract with IFE North America to complete an LRV fleet door control unit (DCU) upgrade in an amount not to exceed \$979,862.

3B. For action

3C. Asset Management & Vehicle Maintenance Ticketing System Upgrade

Staff recommends the Board of Directors authorize the CEO to purchase server equipment, professional services, and training not to exceed \$331,000.

3C. For action

REGULAR AGENDA

4. South Central Extension/Downtown Hub Project:
Amended Funding Agreement 4. For action

Staff recommends that the Board of Directors authorize the CEO to amend the existing funding agreement with the City of Phoenix for the South Central Extension/Downtown Hub Project for Phoenix to provide an additional \$350 million to Valley Metro.

This action is pending City of Phoenix Council action.

5. Siemens Mobility, Inc. Light Rail Vehicles Contract
Amendment 5. For action

Staff recommends that the Board of Directors authorize the CEO to execute a contract amendment with Siemens Mobility, Inc. to purchase 14 S70 LRVs to expand the LRV fleet in conjunction with the SCE/DH project for an amount not to exceed \$78,509,911.

6. Future Agenda Items Request and Report on Current
Events 6. For information

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

7. Next Meeting 7. For information

The next meeting of the Board is scheduled for **Thursday, September 17, 2020 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



Information Summary

DATE

August 20, 2020

AGENDA ITEM 1**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

August 20, 2020

AGENDA ITEM 2A

Board of Directors

Thursday, June 18, 2020

Webex/Phone

11:15 a.m.

Meeting Participants

Councilmember Robin Arredondo-Savage, City of Tempe (Chair)

Councilmember Francisco Heredia, City of Mesa (Vice Chair) (phone)

Mayor Kevin Hartke, City of Chandler

Mario Paniagua for Mayor Kate Gallego, City of Phoenix (phone)

Chair Arredondo-Savage called the meeting to order at 1:05 p.m.

Chair Arredondo-Savage said we are going to go ahead and move right into our Valley Metro Rail board meeting. Thank you all for being here.

1. **Public Comment**

Chair Arredondo- Savage said public comment is being taken in written form and will be entered into the official record.

2. **Minutes**

Chair Arredondo-Savage said our next agenda item are the minutes from May 21, 2020, board meeting. Is there a motion and a second to approve the Board meeting minutes.

IT WAS MOVED BY MAYOR HARTKE, SECONDED BY COUNCILMEMBER HEREDIA AND UNANIMOUSLY CARRIED TO APPROVE THE MAY 21, 2020 BOARD MEETING MINUTES.

3. **Consent Agenda**

Chair Arredondo-Savage 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 HARTKE, SECONDED BY MARIO PANIAGUA AND UNANIMOUSLY CARRIED TO APPROVE THE CONSENT AGENDA.

4. Valley Metro Rail, Inc. Fiscal Year 2021 (FY21) Proposed Operating and Capital Budget and Five-Year Operating Forecast and Capital Program (FY21 through FY25)

Chair Arredondo-Savage said Mr. Smith.

Mr. Smith said thank you, Madam Chair and I am going to throw it like a hot potato over to Paul Hodgins.

Mr. Hodgins said thank you, Mr. Smith. Madam Chair, members of the Board as with the RPTA budget we'll start with some of the outstanding questions or concerns that we had from last month.

Really the main ones were around the increased costs, the continued increased costs in light rail. We did present some key budget drivers, reasons for those cost increases largely related to our operations contractor, phasing in of new staff related to maintenance, state of good repair, the new vehicles that are coming in, but clearly with the impacts of the pandemic we will be exploring different scenarios and looking at different options on how we can control those costs. Not just service frequency, but we'll look at security, we'll look at maintenance and cleaning, obviously, we'll be looking at our internal administrative and support costs and trying to work with your cities, work with your staff to find the best path forward for light rail.

So, in looking at the proposed budget, again, we've estimated the miles delivered based on the pre-COVID-19 levels so that gives us flexibility to bring service back when it's appropriate. For gross operating costs of about \$57.7 million. We do have in the budget streetcar operations, but it's increasingly apparent that we won't have vehicles in time because of the pandemic so we just -- it will stay in the budget, but we won't spend any of it and we, certainly, won't bill Tempe for any of it if we don't start the service.

Mr. Hodgins said we do have several projects that we are finishing up including the streetcar, the construction, the OMC expansion should be finished next year and then as well as ramping up our South Central and Northwest Phase II construction. And then several projects in the planning phase for Cap I10 both Phase I and Phase II. And then we are wrapping up several studies that, I believe, will be presented in fall for -- to the Board just on what those studies show and how can we use them for moving forward with Prop 400 extension.

Overall, very much capital-focused budget, in total 86 percent of the budget. Passenger services about 12 percent. Largely supported by federal funds as we will see when we get to the capital budget.

Overall, in the uses, we are looking at \$72 million. We do have decreases from fiscal '20 in safety and security, in our planning budget, and also the agency operating while maintaining the service levels for light rail.

Sources primarily for operating from member cities although the CARES Act funds will minimize those member city contributions. The public transportation funds largely support the planning budget and not light rail operations.

On the capital side, again, corridor specific or really focused on those corridors that I mentioned. We've wrapped up several projects. The Gilbert Road extension while the project is done that's really milestone payments for the vehicles, the Siemens vehicles that are coming in. So, \$435.6 million capital budget. With more than half of that coming from federal funds as we hope to have a full funding grant agreement for South Central which will help offset or provide reimbursements for previous fiscal years funds that have already been advanced by the City of Phoenix.

Looking at some staff changes, we have a net reduction of two for Valley Metro Rail. There are a couple of increases or, excuse me, three in operations and maintenance that would have been focus on the streetcar those likely won't get hired in fiscal '21. They would be deferred to fiscal '22 as we prepare to open the streetcar service. On the five-year forecast, we do anticipate opening the streetcar, South Central and Northwest Extension Phase II during this five-year period. Ridership, we expect to come back slowly over a period of two to three years along with our fare revenue. Slight increases in our federal support for operations. Overall, just under a \$400 million 5-year operating budget largely operations and maintenance, but security and future project development kind of neck and neck there, but, again, largely member city contributions funding rail operations with the Prop 400 funds supporting planning.

Just a quick look at the cost by segment. For the new segments as they come in over the 5 years. Five-year capital sources and uses, about a \$1.8 billion capital program over the 5 years. The largest single project there would be South Central almost \$1.1 billion for that project and then Cap I10 Phase I, Northwest Phase II not too far behind. We do have a 5-year state of good repair budget for overhauls and support for the system. About \$34.5 million most of which is Prop 400 funded, but about \$8 million is member-city funded for some improvements along the alignment or with passenger stations.

So, as I mentioned before, it's been a good process, a long process working with your staff, with the AFS, with the Boards. And with that, we recommend that the Board approve the fiscal '21 operating and capital budget and accept our five-year operating and capital forecast

And I would be happy to answer any additional questions.

Chair Arredondo-Savage said excellent. Thank you, Paul. Are there any questions? Sure you don't want to talk about it some more? No. If not, is there a motion to approve?

Mr. Paniagua said I would also like to just commend Paul Hodgins for his work. He's very responsive, very helpful, very patient and we really appreciate all the work he does and puts into the finances and the budget.

Mr. Hodgins said thank you.

IT WAS MOVED BY MARIO PANIAGUA, SECONDED BY MAYOR HARTKE AND UNANIMOUSLY CARRIED TO APPROVE THE FISCAL YEAR 2021 PROPOSED OPERATING AND CAPITAL BUDGET AND FOR ACCEPTANCE THE FY21-25 FIVE-YEAR OPERATING AND CAPITAL FORECAST.

And, again, I just want to echo what Mario said. Thank you, Paul, for all your work. And thank you to our transit staff members from the different cities, I think, that they've all worked very hard to make sure that our concerns are heard and their input is received. And, I think, Paul, that's accredited to you and your work, I think, to being flexible and being open and really responsive so thank you for everything that you do. We appreciate it.

5. Fiscal Year 2021 (FY21) Election of Valley Metro Rail (VMR) Board Officers and Subcommittee Positions

Madam Chair said I see on here for Board Officers for Board Chair, we have Councilmember Francisco Heredia from the City of Mesa and Board Vice Chair Mayor Kate Gallego from the City of Phoenix. Can't get out of it now. It's too late. Is there a motion?

IT WAS MOVED BY MOTION BY MAYOR HARTKE, SECONDED BY MARIO PANIAGUA AND UNANIMOUSLY CARRIED TO APPROVE THE SLATE OF BOARD OFFICERS AND SUBCOMMITTEE MEMBERS AS PRESENTED.

6. Future Agenda Items Request and Report on Current Events

Madam Chair said any future agenda item requests? Or any reports on some current events from anyone?

Mayor Hartke said I would just like to say a comment that you've done an excellent job of steering this as well as your work on the financial board so thank you.

Madam Chair said thank you, Mayor Hartke. And I would just say this too. I think it's for me it's been really a privilege and an honor to be in this position and I thank you guys for entrusting me with that. It has been great to get to know, I think, the Valley Metro

staff at a completely different perspective and a different lens so I am grateful for the opportunity. And have really appreciated working with our (indiscernible) chair over here Mayor Hartke even though his meetings are much longer than our meetings. I just to want make sure we take note of that. That's kind of important and just that it's been really great and very informative and, you know, I'm again, grateful for the opportunity. And I know those that will be coming after us will do a significant job and the work will continue so with that.

Chair Arredondo-Savage said our next week meeting is scheduled for Thursday, August 27, 2020 at 11:15 a.m.

With no further discussion the meeting adjourned at 1:17 p.m.

Minutes

August 20, 2020

AGENDA ITEM 2B

Board of Directors

Thursday, July 16, 2020

Webex/Phone

11:15 a.m.

Meeting Participants

Councilmember Robin Arredondo-Savage, City of Tempe (Chair)

Councilmember Francisco Heredia, City of Mesa (Vice Chair) (phone)

Mayor Kate Gallego, City of Phoenix (phone)

Chair Heredia called the meeting to order at 11:16 a.m.

1. Public Comment

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

2. Northwest Extension Phase II (NWEII) Construction Manager at Risk (CM@R) Contract Amendment

Mr. Grote said this contract amendment is needed to avoid delays. The NWEII extends light rail service one and half miles to Metro Center which is being redeveloped. Design for this extension is complete and utility work is next. This amendment will allow Kiewit to move forward with construction.

Mayor Gallego said this is an exciting project and an economic investment. Thank you to Wulf and his team. And a thank you to Councilmember Thelda Williams for her work on this project. Sticking to the budget for this project is very important.

Councilmember Arredondo-Savage said it is exciting to something positive happening during this extra-ordinary times.

IT WAS MOVED BY MAYOR GALLEGO, SECONDED BY COUNCILMEMBER ARREDONDO-SAVAGE AND UNANIMOUSLY CARRIED TO AUTHORIZE THE CEO TO EXECUTE A CONTRACT AMENDMENT WITH THE NWEII CM@RISK CONTRACTOR, KIEWIT-MCCARTHY, A JOINT VENTURE, TO CONSTRUCT THE SCOPE OF WORK FOR AN AMOUNT NOT TO EXCEED \$257,302,932.



Chair Heredia said the next meeting of the Board is scheduled for Thursday, August 27, 2020 at 11:15 a.m.

With no further discussion the meeting adjourned at 11:29 a.m.

Information Summary

DATE

August 20, 2020

AGENDA ITEM 3A**SUBJECT**

Light Rail Vehicle (LRV) Steel Tires Contract Change Order

PURPOSE

To request authorization for the Chief Executive Officer (CEO) to execute a contract change order with Penn Machine Company for additional LRV steel tires and tire block kits in an amount not to exceed \$316,994 for the final three years of the contract.

COST AND BUDGET

The cost of the change order to the LRV steel tires contract with Penn Machine Company over the remaining three years of the contract is an amount not to exceed \$316,994 and is included in the Valley Metro Rail Adopted FY 2021 Operating and Capital Budget. Contract obligations beyond FY2021 are incorporated into the Valley Metro Rail Five-Year Operating Forecast and Capital Program (FY2021 thru FY2025).

The source of funding is from Public Transportation Funds (PTF).

RECOMMENDATION

Staff recommends that the Board of Directors authorize the CEO to execute a contract change order with Penn Machine Company for additional LRV steel tires and tire block kits in an amount not to exceed \$316,994 for the final three years of the contract.

BACKGROUND | DISCUSSION | CONSIDERATION

In October 2018, the Board of Directors authorized the CEO to execute a contract with Penn Machine Company for the supply of 96 LRV steel tires and tire block kits per year over the 5-year contract period. For the total term of the contract, the award amount was \$1,173,515. In order to maintain a state of good repair and to maintain safe and reliable operation of the LRV fleet, Valley Metro is needing an additional 128 LRV steel tires and tire block kits over the remaining 3-years of the contract. This is consistent with the approved Transit Asset Management (TAM) Plan.

An independent cost estimate including a cost comparison and price analysis have been completed. The proposed price has been deemed fair and reasonable based on the price analysis.

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: July 21, 2020 for information

RMC: August 5, 2020 approved

Board of Directors: August 27, 2020 for action

CONTACT

Ray Abraham

Chief Operations Officer

602-652-5054

rabraham@valleymetro.org

ATTACHMENTS

None

Information Summary

DATE

August 20, 2020

AGENDA ITEM 3B**SUBJECT**

Light Rail Vehicle (LRV) Door Control Unit Upgrade Contract Award

PURPOSE

To request authorization for the Chief Executive Officer (CEO) to execute a contract with IFE North America to complete an LRV fleet door control unit (DCU) upgrade in an amount not to exceed \$933,202 plus a contingency of \$46,660, for a total of \$979,862.

COST AND BUDGET

The cost for the LRV fleet DCU upgrade with IFE North America is \$979,862 which includes a \$46,660 contingency for any unanticipated costs that may occur during the upgrade project. The cost for the upgrade project is included in the Valley Metro Rail Adopted FY 2021 Operating and Capital Budget. Contract obligations beyond FY2021 are incorporated into the Valley Metro Rail Five-Year Operating Forecast and Capital Program (FY2021 thru FY2025).

RECOMMENDATION

Staff recommends that the Board of Directors authorize the CEO to execute a contract with IFE North America to complete an LRV fleet door control unit (DCU) upgrade in an amount not to exceed \$979,862.

BACKGROUND | DISCUSSION | CONSIDERATION

The current age of the light rail vehicles is 12 years in revenue service with an average mileage of each vehicle being approximately 670,000 miles. There are currently 50 light rail vehicles (LRVs) in the total fleet. The Door Control Unit (DCU) is used to read out all operating elements (push buttons, light barrier, sensitive edge) of the respective entry, as well as for driving the door motor and all the signalling devices (warning buzzer, signal lamp) in the entry-area. Each LRV has eight (8) entrances with eight (8) separate DCU's.

The current DCU's on the LRV fleet are obsolete and it is difficult to obtain parts to maintain properly. This upgrade will eliminate obsolescence, achieve recommended maintenance schedules, and upgrade multiple portions of the door system, all of which will allow the fleet to run at peak performance with minimum door related delays. The DCU Upgrade will replace the existing obsolete DCU with a state of the art, Modular Door Control Unit (MDCU) style DCU.



This upgrade project only includes 25 LRVs out of the total fleet of 50 vehicles. In order to provide cost saving measures, Valley Metro will use the obsolete spare DCU's and parts removed during the replacement to prolong the maintainability of the other 25 vehicles. IFE North America onsite support will be responsible for the removal of existing DCU and reinstallation of the upgraded MDCU on the first LRV only and provide onsite supervision for the 2nd LRV upgrade. Valley Metro's maintenance staff will be responsible for removing remaining LRV sets of existing equipment and the reinstallation of the upgraded MDCU on the remaining 25 vehicles.

The recommended award of the contract to IFE North America is a non-competitive procurement due to the company being the original equipment manufacturer (OEM). IFE North America is the only source known for parts and components for this specially designed system.

An independent cost estimate including a cost comparison and price analysis have been completed. The proposed price has been deemed fair and reasonable based on the price analysis.

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: July 21, 2020 for information

RMC: August 5, 2020 approved

Board of Directors: August 27, 2020 for action

CONTACT

Ray Abraham

Chief Operations Officer

602-652-5054

rabraham@valleymetro.org

ATTACHMENTS

None



Information Summary

DATE

August 20, 2020

AGENDA ITEM 3B**SUBJECT**

Asset Management & Vehicle Maintenance Ticketing System Upgrade

PURPOSE

To request authorization for the Chief Executive Officer (CEO) to purchase server equipment, professional services, and training to upgrade the asset management and vehicle maintenance work order system to prevent interruption to rail operations when the current system reaches end-of-life in December for an amount not to exceed \$331,000.

COST AND BUDGET

The total cost for server equipment and professional services for the upgrade is \$331,000 and will require a mid-year adjustment to the VMR Adopted FY 2021 Operating and Capital Budget.

The server equipment will be procured from Dell through an Arizona State Procurement Office cooperative contract, while the professional services will be procured from ASEA Brown Boveri (ABB) through value-added reseller SHI International Corp. under a National Association of State Procurement Officers (NASPO) cooperative contract to ensure a competitively negotiated price and leverage the better volume discounts available through the contract.

Item	Contract #	Cost
Server Hardware	ADSP016-098163	\$30,000
Professional Services, Upgrade	NASPO #2018011-02	\$277,000
Training	NASPO #2018011-02	\$24,000
Grand Total:		\$331,000

RECOMMENDATION

Staff recommends the Board of Directors authorize the CEO to purchase server equipment, professional services, and training not to exceed \$331,000.

BACKGROUND | DISCUSSION | CONSIDERATION

The tracking and maintenance activities for Valley Metro's light rail rolling stock rely on a complex enterprise asset management and vehicle maintenance ticketing system, ABB's Ellipse. Valley Metro is currently running version 8 of the Ellipse application, which uses Adobe's Flash products. On April 1, 2020, Valley Metro received an end-of-



life notice from our account representative at ABB. The announcement indicated that with Adobe discontinuing its Flash product at the end of 2020, ABB is declaring Ellipse v8 end-of-life on December 31, 2020. At that time, all browser platforms supported by Ellipse v8, including Chrome, Firefox, and Edge, will begin to actively disallow the use of Adobe Flash as a security risk. Therefore, the next time browser security updates are applied after December 31, our current version of Ellipse will cease to function. While the FY2021 budget was built on the intent to utilize the v8 Ellipse system until the new Enterprise Asset Management (EAM) system comes online in the latter part of calendar year 2022, that plan is no longer feasible.

The current version of Ellipse, v9, uses the open HTML5 standard in place of Adobe Flash. Due to the underlying architecture change between v8 and v9, this change is a full conversion rather than a simple in-place upgrade. Authorization for the expenditure of funds requested in this memo will allow Valley Metro to engage ABB's professional services to guide staff through the transition before the December 31 deadline. The expenditure also includes training for the end-users on the updates in the user interface. This upgrade will allow Valley Metro to continue Rail Operations uninterrupted over the next two years. At that point, the new Trapeze EAM system authorized by the Board will come online and replace Ellipse.

COMMITTEE ACTION

RTAG: July 21, 2020 for information

TMC/RMC: August 5, 2020 approved

Board of Directors: August 27, 2020 for action

CONTACT

Phil "Oz" Ozlin

Manager, Information Technology

(602)495-8253

pozlin@valleymetro.org

ATTACHMENT

None

Information Summary

DATE

August 20, 2020

AGENDA ITEM 4**SUBJECT**

South Central Extension/Downtown Hub Project: Amended Funding Agreement

PURPOSE

To request authorization for the Chief Executive Officer (CEO) to amend the City of Phoenix funding agreement for the South Central Extension/Downtown Hub for Phoenix to provide up to an additional \$350 million to Valley Metro.

COST AND BUDGET

The estimated Phoenix funds needed for remaining project activities is \$350 million. \$20 million of this represents the remaining Phoenix T2050 local funding commitment for construction. The remaining \$330 million of these funds are an advance to be reimbursed by federal funds in increments subsequent to award of a Full Funding Grant Agreement (FFGA) from the FTA.

At present, the FTA has allocated \$200 million of the \$530 million anticipated FTA grant funds, but federal funding is not available to the project until an FFGA has been executed. The FFGA is anticipated in early 2021. Even after the grant is awarded, federal funds are provided to Valley Metro on a reimbursement basis. Therefore, it is typical that local/regional funds are utilized until federal funds are reimbursed. FTA grant funds may lag one to three years behind the time costs are incurred for the project.

The project is funded via a combination of Phoenix T2050 funds, regional Public Transportation Funds (PTF) and FTA grant funds. All costs identified herein are within the South Central Extension/Downtown Hub's project cost forecast and expenses expected within FY21 are included in the Valley Metro Rail Preliminary FY21 Operating and Capital Budget. Contract obligations beyond FY21 are incorporated into the Preliminary Five-Year Operating Forecast and Capital Program (FY21 thru FY25).

RECOMMENDATION

Staff recommends that the Board of Directors authorize the CEO to amend the existing funding agreement with the City of Phoenix for the South Central Extension/Downtown Hub Project for Phoenix to provide an additional \$350 million to Valley Metro.

This action is pending City of Phoenix Council action.

BACKGROUND/DISCUSSION/CONSIDERATION

The South Central Extension/Downtown Hub adds approximately 5.5 miles to Valley Metro's light rail system, and includes construction within Downtown Phoenix and extends south along Central Avenue to Baseline Road. Funding for this project will be through the Federal Transit Administration's Capital Investment Grant (CIG) program and will include local match participation by Phoenix and Valley Metro.

In December 2014, Valley Metro entered into an agreement with Phoenix for them to provide funding to initiate project planning. Since then, there have been three amendments to complete planning and design, pre-construction services, provide business assistance activities, and to construct the project. The following table summarizes Phoenix funding to date:

Date	Purpose	Phoenix Funding Amount
December 2014	Planning (non-Capital)	\$3.2 million
November 2015	Planning (non-Capital)	\$1.5 million
February 2017	Design/Pre-Construction	\$50.0 million
October 2019	Design/Administrative/Construction	\$159.0 million
	Total	\$213.7 million

The South Central Extension/Downtown Hub project design was finalized in late 2019. Construction of utility relocations started in October 2019 and full construction will continue in 2020. To keep the project moving, additional funds are needed from Phoenix in advance of receiving FTA funds.

To keep the project on schedule, the FTA has provided pre-award authority for design, land acquisition, utility relocations, long lead procurements (such as light rail vehicles and special track work) and limited construction activities. This pre-award authority allows Valley Metro to utilize Phoenix and Valley Metro funds to advance the project. FTA will then reimburse its funding share after the federal grant is approved. This means that Phoenix and Valley Metro are currently fronting all project costs, and will continue to do so until FTA is able to provide reimbursement.

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
- Goal 3: Grow transit ridership

COMMITTEE PROCESS

RTAG: July 21, 2020 for information

RMC: August 5, 2020 approved

Board of Directors: August 27, 2020 for action

**CONTACT**

Wulf Grote, P.E.

Director, Capital and Service Development

602-322-4420

wgrote@valleymetro.org

ATTACHMENT

None

Draft amended agreement available upon request.



Information Summary

DATE

August 20, 2020

AGENDA ITEM 5**SUBJECT**

Siemens Mobility, Inc. Light Rail Vehicles Contract Amendment

PURPOSE

To request authorization for the Chief Executive Officer (CEO) to execute a contract amendment with Siemens Mobility, Inc. (Siemens) to purchase 14 additional S70 light rail vehicles (LRVs) in conjunction with the South Central Extension/Downtown Hub (SCE/DH) project for an amount not to exceed \$78,509,911.

COST and BUDGET

In 2017 Valley Metro Rail entered into a contract with Siemens Industry, Inc. to purchase 11 S70 LRVs, spare parts and training, with future options to purchase additional vehicles. In a 2018 merger, Siemens Industry, Inc. became Siemens Mobility, Inc. Cost information for the initial order of vehicles is summarized in the table below.

Siemens Industry, Inc. Current Contract Authority				
Date	Action	Cost	Contingency	Total Authority
May 2017	Purchase of 11 LRVs and spare parts	\$57,900,000	\$5,790,000	\$63,690,000
Total		\$57,900,000	\$5,790,000	\$63,690,000

The 14 additional LRVs for the SCE/DH will cost up to \$78,509,911 including the following elements:

14 LRVs	\$71,084,061
Parent Guarantee Bond Credit	\$ (343,000)
Spare parts	\$ 4,001,949
Training	\$ 212,698
Subtotal	\$74,955,708
5% Contingency for 14 LRVs	\$ 3,554,203
Total cost	\$78,509,911



Funding for this purchase is included within the SCE/DH project and comes from federal Congestion Mitigation & Air Quality (CMAQ) funds and regional Public Transportation Funds (PTF). Project funds are included in the Valley Metro Rail FY21 Operating and Capital Budget. Contract obligations beyond FY21 are incorporated into the Five-Year Operating Forecast and Capital Program (FY21 thru FY25).

RECOMMENDATION

Staff recommends that the Board of Directors authorize the CEO to execute a contract amendment with Siemens Mobility, Inc. to purchase 14 S70 LRVs to expand the LRV fleet in conjunction with the SCE/DH project for an amount not to exceed \$78,509,911.

BACKGROUND | DISCUSSION | CONSIDERATION

In order to maintain 12-minute peak operating frequency for the entire light rail system, it will be necessary to purchase 14 additional light rail vehicles in conjunction with the SCE/DH. The total light rail fleet will then include 75 vehicles. This includes the 50 LRVs currently in operation, the 11 Siemens LRVs being delivered in 2020 and the 14 LRVs needed for the SCE/DH. No additional fleet will be needed for the Northwest Extension Phase II.

In 2017 Valley Metro Rail entered into a contract with Siemens to purchase 11 light rail vehicles. Three of those vehicles were part of the Gilbert Road Light Rail Extension and eight were purchased to add passenger carrying capacity to the existing light rail system. The Siemens contract also includes purchase options for up to an additional 67 LRVs over a seven-year term as follows:

Option	# of LRVs	Latest Date to Exercise Option	Un-escalated Cost Per Vehicle
1	18 to 53	June 2021	\$4,221,279
2	10 to 14	June 2024	\$4,392,469

Recognizing that only 14 LRVs will be purchased now, Siemens agreed to flip options 1 and 2. However, the per vehicle cost for the new option 1, for 10 to 14 LRVs, will be at the higher cost identified in the table above (\$4,392,469 plus escalation cost). This cost is justified because there will be greater fixed manufacturing costs per vehicle for the smaller quantity of LRVs being purchased now. If Option 2 is exercised later, the cost per LRV will be \$4,221,279 plus escalation costs.

Given that it generally takes 36 to 48 months for LRV delivery from notice to proceed, it is necessary to purchase the additional 14 vehicles now. This will ensure that the entire fleet of 75 LRVs will be available prior to construction completion of the SCE/DH.

STRATEGIC PLAN ALIGNMENT

This item relates to the following goals in the Five-Year Strategic Plan, FY 2016 – 2020:

- Goal 2: Advance performance based operation



- Goal 3: Grow transit ridership

COMMITTEE PROCESS

RTAG: July 21, 2020 for information

RMC: August 5, 2020 approved

Board of Directors: August 27, 2020 for action

CONTACT

Wulf Grote, P.E.

Director, Capital & Service Development

602-322-4420

wgrote@valleymetro.org

ATTACHMENT

None

Information Summary

DATE

August 20, 2020

AGENDA ITEM 6**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

Item Requested	Date Requested	Planned Follow-up Date