

FORT WORTH TRANSPORTATION AUTHORITY

Board of Directors Meeting

Monday
January 29, 2018
3:30 p.m.

**Intermodal Transportation Center (ITC)
1001 Jones Street, 2nd Floor Community Room
Fort Worth, TX 76102**

TEXRail



TRE
TRAVEL RENTALS EXPRESS



MetroArlington Express
MAX»»

FORT WORTH TRANSPORTATION AUTHORITY

**BOARD OF DIRECTORS MEETING
AGENDA**

3:30 p.m., Monday, January 29, 2018

**Intermodal Transportation Center (ITC)
1001 Jones Street, 2nd Floor Community Room
Fort Worth, Texas 76102**

A. Call to Order

B. Pledge of Allegiance

C. Citizen Comments

D. Committee Reports

- Regional Transportation Council (RTC) – January 11, 2018 – Scott Mahaffey
- Commuter Rail Committee Working Session – January 22, 2018 – Nick Genua
- Planning/Operations/Marketing Committee Working Session – January 22, 2018 – Neftali Ortiz
- Finance & Audit Committee Working Session – January 22, 2018 – Jeff King

E. Items to be Withdrawn from Consent Agenda

F. Consent Agenda

1. BA2018-18 TEXRail Equipment Maintenance Facility (EMF) Construction Contract – Embedded Track Amendment
2. BA2018-19 TEXRail Construction Manager/General Contractor (CM/GC) Services – Services Schedule Recovery for Utility Relocation Delays
3. BA2018-20 TEXRail Construction Manager/General Contractor (CM/GC) Services – Disposal of Excavation on DFW Property
4. BA2018-21 TEXRail Construction Manager/General Contractor (CM/GC) Services Revised Construction of Retaining Wall 02-01
5. BA2108-22 Amendment to the Union Pacific Railroad (UPRR) Force Account Work Associated with the Construction and Maintenance Agreement for TEXRail Construction – UPRR Signal Modifications for the Shared At-Grade Rail Crossing
6. BA2018-23 March 2018 Proposed Service Changes
7. BA2018-24 Bus Towing Services
8. BA2018-25 Parts Cleaning VAT Equipment & Services
9. BA2018-26 Bus Inspection Services

10. BA2018-27 Shoretel Equipment Replacement: FY2018-FY2021

G. Action Items

1. BA2018-28 Fort Worth Transportation Authority Proposed Rebranding – Neftali Ortiz

H. President’s Report - Paul Ballard

I. Chair’s Report - Scott Mahaffey

1. R2018-03 Resolution Regarding Performance Payment for the President/Chief Executive Officer
2. R2018-04 Resolution Approving the Appointment of the Board of Directors of the Metro Area Transit System Corporation (MATS)

J. Other Business

K. Executive Session

The Board of Directors may convene in Executive Session under the Texas Open Meetings Act for the consultation with its Attorney pursuant to Section 551.071; deliberation regarding real property pursuant to Section 551.072; deliberation regarding prospective gift pursuant to Section 551.073; deliberation regarding personnel matters pursuant to Section 551.074; deliberation regarding security devices pursuant to Section 551.076 and/or deliberations regarding economic development negotiations pursuant to Section 551.087.

1. BA2018-29 Purchase of Real Property for TEXRail (X0463) – Bob Baulsir
2. BA2018-30 Acceptance of Real Property for TEXRail (X0791) – Bob Baulsir

L. Reconvene

M. Vote on Action Taken on Matters Deliberated in Executive Session

1. BA2018-29 Purchase of Real Property for TEXRail (X0463) – Bob Baulsir
2. BA2018-30 Acceptance of Real Property for TEXRail (X0791) – Bob Baulsir

N. Adjourn

Next Meeting will be held on February 26, 2018 at 3:30 p.m., at the Intermodal Transportation Center, 2nd Floor Community Room



This facility is wheelchair accessible. For accommodations, for hearing or sight interpretive services, please contact Melanie Kroecker at (817) 215-8621, 48 hours in advance.

Consent Agenda Items

Board of Directors Action Item

Item Number: BA2018-18

Meeting Date: January 29, 2018

Item Title: TEXRail Equipment Maintenance Facility (EMF) Construction
Contract – Embedded Track Amendment

BACKGROUND

On October 18, 2016 Imperial Construction, Inc. was awarded contract 16-T044 to build the Equipment Maintenance Facility for the TEXRail project. On December 5, 2016, Fort Worth Transportation Authority (FWTA) issued a Notice to Proceed to Imperial Construction, Inc. to proceed with construction of the Equipment Maintenance Facility (EMF). From that date Imperial was given 365-days to reach Milestone 2 (December 5, 2017) to complete construction. A previous Supplemental Agreement extended Milestone 2 to (December 21, 2017). This new supplemental agreement would extend Milestone 2 by 90-days to March 21, 2018 to complete the work. This extension will not delay the overall program schedule.

Stadler, which is constructing and delivering the DMU train sets, stated that the ballasted track in the area south of the open canopy and east of track 1 & 2 bay doors were not conducive for the delivery, unloading, and adjoining of the new train sets at the EMF. Constructing embedded tracks and concrete paving in this area would not only provide value for the train delivery but the maintenance of the trains. The paved area will also be extended to the full length of the open canopy to accommodate DMU delivery. This will not only be required during the delivery of the trains, but needed by the TEXRail Operation and Maintenance Contract with Herzog Transit Systems, Inc. The concrete paved area provides maintenance and delivery access to the lubrication room, fueling dispenser pump, daily fueling/inspection pit, and sewage evacuation pumps. This will also provide maintenance vehicle access to the train sets.

PROCUREMENT

The authorization amount for construction services is based on independent estimates. FWTA staff will negotiate a fair and reasonable amount at or below this authorization. A minimum goal of 12% Disadvantaged Business Enterprise (DBE) and a combined D/M/WBE goal of 30% was set for TEXRail construction services. The contractor has committed to meeting this goal on the overall contract including this authorization.

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Item Number: BA2018-18

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Item Title: TEXRail Equipment Maintenance Facility (EMF) Construction
Contract – Embedded Track Amendment

RECOMMENDATION

The Commuter Rail Committee recommends that the Fort Worth Transportation Authority's Board of Directors authorize the President/Chief Executive Officer to issue a contract modification and enter into a Supplemental Agreement with Imperial Construction, Inc. to add the embedded track and pavement modifications to Imperial's contract in an amount not to exceed \$600,000.00. The work will be funded from the contract contingency.

Disposition by Board of Directors

Secretary Approval: _____ Date: _____

Board of Directors Action Item

Item Number: BA2018-19

Meeting Date: January 29, 2018

Item Title: TEXRail Construction Manager/General Contractor (CM/GC) Services
Schedule Recovery for Utility Relocation Delays

BACKGROUND

In April 2015, Archer Western/Herzog JV was awarded a contract for TEXRail CM/GC Pre Construction Services. During the pre-construction phase of the TEXRail Project, the Contractor provided input into the project as the design progressed to improve constructability, reduce cost, and mitigate schedule concerns in the design documents and project constraints. The Contractor has planned the construction activities with the various stakeholders, built a construction schedule, and developed pricing for the construction services phase.

In August 2016, Archer Western/Herzog JV was awarded the contract for TEXRail Construction Services to build the Guideway and Stations for the TEXRail project.

On September 19, 2016 Fort Worth Transportation Authority issued a Notice to Proceed (NTP) to Archer Western/Herzog JV to proceed with construction of the project.

During construction several utility conflicts and delayed relocations by the utility owners have delayed progress of the work at the Hole in the Wall (HITW) which is the project critical path. The project has also experienced numerous additional schedule delays and impacts due to delayed relocations by the utility owners throughout the alignment including Level 3, Explorer Pipeline, Oncor, Atmos, and Verizon. In an attempt to mitigate these delays and maintain the schedule, FWTA has been working with the Construction Manager/General Contractor to implement a combination of value engineering concepts and schedule recovery techniques by adding additional crews and shifts.

In January 2017, FWTA's Board of Directors authorized the President/Chief Executive Officer to issue an additional contract modification and enter into a supplemental agreement with Archer Western/Herzog JV to incorporate revised retaining wall design at the HITW into the CM/GC Contract and address schedule delays for a not to exceed amount of \$675,000.

In June 2017, FWTA's Board of Directors authorized the President/Chief Executive Officer to issue an additional contract modification and enter into a supplemental agreement with Archer Western/Herzog JV to incorporate the revised design for the Spur 280 Underpinning into the CM/GC Contract and address schedule delays at the HITW for a not to exceed amount of \$1,700,000.

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Item Title: TEXRail Construction Manager/General Contractor (CM/GC) Services
Schedule Recovery for Utility Relocation Delays

In August 2017, the Construction Manager/General Contractor submitted a time extension request for the delays at the HITW for 163 calendar days. Based on FWTA assessment, the Contractor was entitled to a time extension of approximately 94 calendar days. In lieu of the time extension, FWTA and the Contractor have partnered together and agreed upon a recovery plan using a combination of value engineering concepts and schedule recovery techniques including adding additional crews and shifts to maintain the original contract milestone date at the HITW and advance the project schedule between Northside Station and Dallas/Fort Worth Airport Station by approximately 45 calendar days.

The total cost including the previous Board Authorizations for the Spur 280 underpinning and retaining wall modifications at the HITW is \$14,500,000.

This Board Action request would authorize the President/Chief Executive Officer to issue a contract modification and enter into a supplemental agreement to the CM/GC Contract that compensates the Contractor for the design changes and additional resources needed to recover the utility delays. This recovery plan and modification closes all the utility relocation delays and impacts on the project through December 1, 2017.

PROCUREMENT

The authorization amount for this work is based on rough order of magnitude pricing from the contractor and independent estimates. FWTA staff will negotiate a fair and reasonable amount at or below this authorization. A minimum goal of 12% Disadvantaged Business Enterprise (DBE) and a combined D/M/WBE goal of 30% was set for TEXRail Construction Services.

RECOMMENDATION

The Commuter Rail Committee recommends that the Fort Worth Transportation Authority's Board of Directors authorize the President/Chief Executive Officer to issue an additional contract modification and enter into a supplemental agreement with Archer Western/Herzog JV to incorporate the revised designs and add the necessary resources to recover the schedule impacts of the utility delays and maintain the schedule milestone in the CM/GC Contract for a not to exceed amount of \$12,125,000. The work will be funded from the existing contract contingency.

Disposition by Board of Directors

Secretary Approval: _____ Date: _____

Board of Directors Action Item

Item Number: BA2018-20

Meeting Date: January 29, 2018

Item Title: TEXRail Construction Manager/General Contractor (CM/GC) Services Disposal of Excavation on DFW Property

BACKGROUND

In April 2015, Archer Western/Herzog JV (AWH) was awarded a contract for TEXRail CM/GC Pre-Construction Services. During the pre-construction phase of the TEXRail Project, the Contractor provided input into the project as the design progressed to improve constructability, reduce cost, and mitigate schedule concerns in the design documents and project constraints. The Contractor has planned the construction activities with the various stakeholders, built a construction schedule, and developed pricing for the construction services phase.

In August 2016, Archer Western/Herzog JV was awarded the contract for TEXRail Construction Services to build the Guideway and Stations for the TEXRail project.

On September 19, 2016 Fort Worth Transportation Authority (FWTA) issued Notice to Proceed (NTP) to Archer Western/Herzog JV to proceed with construction of the project.

A large excavation within the TEXRail alignment on Dallas Fort Worth International Airport (DFWIA) property required disposal of approximately 397,000 cubic yards of excess excavated material. At the time of Contract Award, DFWIA Soil Management Plan required excavations to remain within DFW property and DFWIA provided a dump site off of 17th Street within DFW property.

At the time of Notice to Proceed, DFWIA Soil Management Plan was in the process of being replaced with their Contaminated Media Management Plan, which required large excavations within DFWIA jurisdictions to have the soils be removed from DFWIA property. A Draft version of the Contaminated Media Plan was available at the time of the NTP and the document was referenced in the Executed Supplemental Agreement #1.

However, pricing within the AWH Construction Services reflected the use of a DFWIA site with limited disposal requirements. Ongoing discussions with DFWIA resulted in an acceptable location within DFWIA to dispose of the soil (the Walnut Hill Site), in lieu of hauling off-site. The off-site location would have limited AWH access as well as longer truck return times, in addition to a cost of over \$3,500,000. The proposed Walnut Hill Site requires advanced disposal requirements, including removing shrubbery, performing a nesting bird survey, stripping and storing topsoil, compacting and testing excavated material, replacing the topsoil and seeding the complete area. AWH presented these costs in June 2017 of \$3,295,654.10. Ongoing negotiations have resulted in a reduction of these proposed costs by approximately \$1,300,000 in a final negotiated amount of \$2,000,000.

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Item Title: TEXRail Construction Manager/General Contractor (CM/GC) Services
Disposal of Excavation on DFW Property

This Board Action request would authorize FWTA's President/Chief Executive Officer to enter into a supplemental agreement to the Construction Contract with AWH to provide an equitable adjustment for disposing of DFW excavated material to the Walnut Hill Site, in conformance with DFWIA requirements.

PROCUREMENT

The authorization amount for Construction Services is based on negotiated agreement. FWTA staff will negotiate a fair and reasonable amount at or below this authorization. A minimum goal of 12% Disadvantaged Business Enterprise (DBE) and a combined D/M/WBE goal of 30% was set for TEXRail Construction Services. The Contractor has committed to meeting this goal on the overall contract including this authorization.

RECOMMENDATION

The Commuter Rail Committee recommends that the Fort Worth Transportation Authority's Board of Directors authorize the President/Chief Executive Officer to enter into a supplemental agreement with Archer Western/Herzog JV for disposing of DFW excavated material at the Walnut Hill Site for an amount not to exceed \$2,000,000.00. The funds for this authorization will come from the existing contract contingency.

Disposition by Board of Directors

Secretary Approval: _____ Date: _____

Board of Directors Action Item

Item Number: BA2018-21

Meeting Date: January 29, 2018

Item Title: TEXRail Construction Manager/General Contractor (CM/GC) Services
Revised Construction of Retaining Wall 02-01

BACKGROUND

In April 2015, Archer Western/Herzog JV (AWH) was awarded a contract for TEXRail CM/GC Pre-Construction Services. During the pre-construction phase of the TEXRail Project, the Contractor provided input into the project as the design progressed to improve constructability, reduce cost, and mitigate schedule concerns in the design documents and project constraints. The Contractor has planned the construction activities with the various stakeholders, built a construction schedule, and developed pricing for the construction services phase.

In August 2016, Archer Western/Herzog JV was awarded the contract for TEXRail Construction Services to build the Guideway and Stations for the TEXRail project.

On September 19, 2016 FWTA issued Notice to Proceed to Archer Western/Herzog JV to proceed with construction of the project.

Retaining Wall 02-01 extends approximately 456 feet, located near the Hole in the Wall along the west side of the proposed TEXRail main line. Initially designed as a soil nail wall, installation equipment requirements would have resulted in a large amount of shut down time due to existing Trinity Railway Express (TRE) and freight railroad traffic adjacent to the wall as well as permanent easement issues with the soil nails extending well back into TxDOT ROW adjoining and beneath Spur 280.

In March 2017, at TxDOT/TEXRAIL coordination meetings, the TxDOT Fort Worth District expressed concerns about permanent soil nails supporting Retaining Wall 02-01 extending beneath Spur 280 ROW as well as directly beneath the pavement. Discussions continued into May 2017, including options to minimize or eliminate construction activity below Spur 280 pavement and to improve the scheduled construction.

In July 2017, designers presented a drilled shaft retaining wall option, eliminating the need for permanent easements extending beneath the Spur 280 pavement and the large amount of shutdown time for TRE and freight railroad traffic.

In October 2017, a final design avoiding the underground conflicts and eliminating the need for permanent construction extending back into TxDOT ROW was confirmed, which allows for this construction to be removed from the project critical path as the activity can be performed behind the existing wall in lieu of in front of it. Negotiations with the Contractor resulted in additional cost of \$728,544.82 to construct the re-designed wall.

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Item Title: TEXRail Construction Manager/General Contractor (CM/GC) Services
Revised Construction of Retaining Wall 02-01

This Board Action request would authorize the President/Chief Executive Officer to enter into a supplemental agreement to the Construction Contract with AWH to provide an equitable adjustment due to revising the construction wall type of Retaining Wall 02-01.

PROCUREMENT

The authorization amount for Construction Services is based on negotiated agreement. Fort Worth Transportation Authority (FWTA) staff will finalize a fair and reasonable amount at or below this authorization. A minimum goal of 12% Disadvantaged Business Enterprise (DBE) and a combined D/M/WBE goal of 30% was set for TEXRail Construction Services. The Contractor has committed to meeting this goal on the overall contract including this authorization.

RECOMMENDATION

The Commuter Rail Committee recommends that the Fort Worth Transportation Authority's Board of Directors authorize the President/Chief Executive Officer to enter into a supplemental agreement with Archer Western/Herzog JV for constructing the re-designed retaining wall for an amount not to exceed \$728,544.82. The funds for this authorization will come from the existing contract contingency.

Disposition by Board of Directors

Secretary Approval: _____ Date: _____

Board of Directors Action Item

Item Number: BA2018-22

Meeting Date: January 29, 2018

Item Title: Amendment to the Union Pacific Railroad (UPRR) Force Account Work Associated with the Construction and Maintenance Agreement for TEXRail Construction – UPRR Signal Modifications for the Shared At-Grade Rail Crossings



BACKGROUND

The alignment of the TEXRail Commuter Rail line requires that the commuter rail tracks be constructed on a portion of the Union Pacific Railroad (UPRR) property between downtown Fort Worth and Cotton Belt in north Fort Worth. UPRR and Fort Worth Transportation Authority (FWTA) executed the Construction and Maintenance Agreement for TEXRail to begin construction on UPRR property on February 16, 2017.

The Construction and Maintenance Agreement contains financial commitments that will be incurred by FWTA upon its execution and throughout the construction duration. FWTA will reimburse UPRR for any force account work that is incurred to support TEXRail during construction. Force account work includes track work, signals, flagging, and materials provided by UPRR personnel.

On May 22, 2017 the Board of Directors approved a not to exceed amount of \$4,474,691 for UPRR's force account work covering the UPRR's track construction at the Hole in the Wall and overall construction support for TEXRail Construction. At the time of the board approval the wayside signal and at-grade crossing modifications required to the UPRR's shared at-grade crossings with TEXRail from 23rd Street to the Fort Worth and Western Railroad (FWWR) Junction were not designed to a level to provide any estimated costs to include with the authorization. The seven shared at-grade crossings include:

- 23rd Street (UPRR Duncan Subdivision)
- 29th Street (UPRR Choctaw 1 Subdivision)
- Decatur Avenue (UPRR Choctaw 1 Subdivision)
- Schwartz Avenue (UPRR Choctaw 1 Subdivision)
- Deen Road (UPRR Choctaw 1 Subdivision)
- Sylvania Avenue (UPRR Choctaw 1 Subdivision)
- Beach Street (UPRR Choctaw 1 Subdivision)

Over the last eight months the wayside signal and at-grade crossing modifications designs have been developed and agreed to by all parties. As result of the design development UPRR provided an estimate on January 10, 2018 for the force account work associated with the wayside signal and at-grade crossing modifications associated with TEXRail in the amount of \$5,154,939.

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Item Title: Amendment to the Union Pacific Railroad (UPRR) Force Account Work Associated with the Construction and Maintenance Agreement for TEXRail Construction – UPRR Signal Modifications for the Shared At-Grade Rail Crossings

The terms of the Construction and Maintenance Agreement also states that FWTA will responsible to reimburse UPRR, if UPRR is required to pay or collect any federal, state, local, sales and use, value-added, goods and services, or any other similar taxes and/or duties imposed on services provided by UPRR. (FWTA is not required to reimburse UPRR for any taxes on UPRR's additional net income resulting from this contract.)

FINANCING

The costs for the UPRR Force Account Work are in included in the FWTA's capital budget and 2035 Financial Plan. It will be funded with a combination of Federal and State grants with local match funded primarily with local dollars from FWTA and Grapevine.

RECOMMENDATION

The Commuter Rail Committee recommends that the Fort Worth Transportation Authority's Board of Directors authorize the President/Chief Executive Officer to enter into an additional agreement in the amount of \$5,154,939.00 for UPRR's force account work. The revised not to exceed amount will be \$9,629,630.00, which includes the previous amount of \$4,474,691.00 approved with BA2017-70 on May 22, 2017.

Disposition by Board of Directors

Secretary Approval: _____ Date: _____

Board of Directors Action Item

Item Number: BA2018-23

Meeting Date: January 29, 2018

Item Title: March 2018 Proposed Service Changes



BACKGROUND

On March 11, 2018 we propose to implement schedule changes to two routes and discontinue one route. This will reallocate existing resources from a low-performing route to high ridership routes in furtherance of the objectives outlined in the Transit Master Plan. We conducted a public meeting on November 2nd at the RD Evans Community Center and a public hearing on November 9th at the Intermodal Transportation Center. We also provided a hotline for the public to record comments along with an email address. There were no objections to the proposed changes. Annual budget impact is estimated at \$265,100.

Route 2 – Camp Bowie

Route 2 currently operates at 30 minute frequency on Saturday and 60 minute frequency on Sunday with ridership near or sometimes exceeding seated capacity. Service also ends by 11:00pm on weekdays and Saturday and by 8:00pm on Sunday which is early for many of the entertainment businesses, restaurants, their customers and employees along the corridor.

The proposal is to increase frequency to 15 minutes during the day on weekends and on major holidays and to increase the service span to end at 12:00am midnight, 7 days a week. This is equivalent to the frequency and span of service on Route 15 – Stockyards which was upgraded as part of the North Quadrant expansion in April 2017.

Route 26 – Ridgmar/Normandale

Route 26 currently operates only weekdays and Saturdays till 7:00pm. It is one of our highest performing feeder routes, serving the Las Vegas Trail area and connecting with Route 2 at Ridgmar Mall. After 7:00pm and on Sundays, the area has been partially served by an extension of Route 2. Having two routes serve the same corridors at different times of day leads to passenger confusion.

The proposal is to increase the span of service on Route 26 past 7:00pm to 11:00pm and to operate the same schedule on both Saturday and Sunday, plus major holidays. Standardizing the schedule will improve passenger understanding and is an effective increase in service for nights and Sundays. This also makes Route 26 equal to the frequency and span of service on feeder routes in the North Quadrant.

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Item Title: March 2018 Proposed Service Changes

Route 57 – Como/Montgomery

Route 57 currently operates only weekdays mostly along corridors also served by other routes. Ridership has declined steadily from 105 per day to only 55 per day in the last twelve months.

The proposal is to discontinue Route 57, thus offsetting much of the cost of improvements on Routes 2 and 26. The Como neighborhood will still be served by Route 27 - Como. Riders shifting from Route 57 will also improve the performance of other parallel routes, including Routes 27 and 32 – Bryant Irvin.

Other route and schedule adjustments

Minor schedule adjustments and route alterations are programmed for Routes 4 – E Rosedale, 5a – Evans Ave/La Gran Plaza, 5b – Wichita/Glen Garden, 6 – 8th Ave/McCart/Hulen Mall, 12 – Samuels/Mercantile Center, 14 – Sylvania/NE 28th, 18 – Safari Shuttle, 25 - Crosstown, 44 – Central/Azle Ave, 61 – Normandale Express and 65 – South Park-n-Ride.

We continually monitor route performance statistics, customer requests and changes to the physical environment, making modifications as needed to maintain and improve the existing service. Minor modifications do not alter the current level of service provided.

RECOMMENDATION

The Planning, Operations & Marketing Committee recommends that the Fort Worth Transportation Authority's Board of Directors authorize the President/Chief Executive Officer to implement the proposed changes to Routes 2 - Camp Bowie, 26 – Ridgmar/Normandale and 57 – Como/Montgomery effective March 11, 2018.

Disposition by Board of Directors

Secretary Approval: _____ Date: _____

Board of Directors Action Item

Item Number: BA2018-24

Meeting Date: January 29, 2018

Item Title: Vehicle Towing Services



BACKGROUND

On December 16, 2013, the Fort Worth Transportation Authority (FWTA) awarded Contract No. 14-006, as authorized by ECA 2014-012, to Texas Towing Wrecker Services, for the towing of revenue vehicles. With increases in revenue service, resulting in additional service miles, retention of older assets within the fleet, and a change in operational procedures, an increase in the use of these services has resulted in an increased use of budgeted funds. This requires an addition of funds to be added to the existing contract agreement to support operations for the remainder of the term.

PROCUREMENT

Contract 14-006 with Texas Towing Wrecker Services is for a five-year term, expiring in January, 2019. The additional amount requested for providing vehicle towing services is based on current contracted towing rates and represents an increase in required services. The additional work is in the Scope of Work of the current contract. This request would add funds to support the increase in towing services and does not change the Scope of Work.

FINANCING

Funds for this increase are included in the FY2018 operation budget.

RECOMMENDATION

The Planning, Operations and Marketing Committee recommends that the Fort Worth Transportation Authority's Board of Directors authorize the President/Chief Executive Officer to issue a contract amendment to Texas Towing Wrecker Services (Contract 14-006) for an additional annual increase of \$49,000 for Vehicle Towing Services, for a revised total contract amount of \$199,000



Disposition by Board of Directors

Secretary Approval: _____ Date: _____

Board of Directors Action Item

Item Number: BA2018-25

Meeting Date: January 29, 2018

Item Title: Parts Cleaning Vat Equipment & Services



BACKGROUND

The Fort Worth Transportation Authority (FWTA) utilizes, within the Maintenance Department, parts cleaning vat equipment in the daily servicing of the fleet. This requires part cleaning vat equipment and services within specific areas for the scheduled removal and replacement of the product used in the vats.

PROCUREMENT

In accordance with FWTA's Procurement Policy, an Invitation for Bid (IFB 18-T004) for Parts Cleaning Vat Equipment & Services was issued and advertised on the FWTA's website. Two firms submitted bids: Supreme Parts Washers and Safety Kleen. The bid from Safety Kleen was submitted late, however, and only Supreme Parts Washers Inc., submitted a proposal that is responsive, responsible, and complies with the proposal requirements. The cost of Supreme Parts Washers' bid has been determined to be fair and reasonable, based on prior historical costs.

FINANCING

Funds are available in FWTA's FY2018 Operating Budget to finance this project. Provisions for funding for future years will be requested in the proposed annual budgets.

RECOMMENDATION

The Planning, Operations and Marketing Committee recommends that the Fort Worth Transportation Authority's Board of Directors authorize the President/Chief Executive Officer to enter into a firm fixed contract for three (3) years with two (2) one year renewable options priced per year with Supreme Parts Washers, Inc. for an estimated annual cost of \$15,544 for years 1-3 and an estimated annual cost of \$16,770 for option years 4-5, for a total contract cost not-to-exceed \$80,171.



Disposition by Board of Directors

Secretary Approval: _____ Date: _____

Board of Directors Action Item

Item Number: BA2018-26

Meeting Date: January 29, 2018

Item Title: Bus Inspection Services



BACKGROUND

The Fort Worth Transportation Authority (FWTA) follows the standard bus procurement guidelines for federally funded rolling stock procurement contracts, including the in-plant bus inspections for contracted bus manufacturers. The FWTA contracts with outside firms to provide the inspections for all bus orders purchased. The inspections are conducted to provide quality assurance for the specific vehicle designs, the manufacturing process prior to delivery of rolling stock, and verifies compliance with Buy America provisions. These services include monitoring the final assembly process, completing a final report describing the construction activities with an explanation how the construction and operation of the buses fulfill the contract specifications, compliance with all required Federal Transit Administration (FTA) audits, and documentation required for transit vehicle purchases.

PROCUREMENT

In accordance with FWTA's Procurement Policy, an Invitation for Bid (IFB 18-T003) for Bus Inspection Services was issued and advertised on the FWTA's web site. One firm, First Transit, submitted a proposal that is responsive, responsible, and complies with the proposal requirements.

FINANCING

The estimated annual cost per year for the five-year contract period is \$54,000. Funds are available in FWTA's FY2018 Operating Budget to finance this contract. Funds for future years will be requested in the respective proposed budgets.

RECOMMENDATION

The Planning, Operations and Marketing Committee recommends that the Fort Worth Transportation Authority's Board of Directors authorize the President/Chief Executive Officer to enter into a firm fixed contract for five (5) years with First Transit to perform transit bus inspections on an as-needed basis for an estimated annual cost of \$54,000 and a total contract cost not-to-exceed \$270,000.



Disposition by Board of Directors

Secretary Approval: _____ Date: _____

Board of Directors Action Item

Item Number: BA2018-27

Meeting Date: January 29, 2018

Item Title: Shoretel Equipment Replacement: FY2018-FY2021



BACKGROUND

In 2006 the Fort Worth Transportation Authority (FWTA) installed a Shoretel Voice over IP (VoIP) phone system to replace the existing analog system. While FWTA utilizes a maintenance program for the software and hardware, the majority of phones and switches are reaching end-of-life status and will no longer be supported. Useful life of the equipment is approximately four years.

By instating a 4-year replacement cycle for the Shoretel VoIP equipment, the FWTA can reduce downtime due to equipment failure and ensure end user equipment is capable of handling future requirements.

TEXAS DEPARTMENT OF INFORMATION RESOURCES

In accordance with the FWTA's Procurement Policy, the quotation for Shoretel equipment from CenturyLink was secured using an established State of Texas DIR contract (DIR-TSO-2645). These types of contracts allow eligible customers, such as FWTA, to buy IT products and services at aggressive discounts. This contract complies with state purchasing requirements.

PROCUREMENT

CenturyLink is one of the FWTA's communication providers and a provider of our existing Shoretel equipment under State of Texas DIR contract DIR-TSO-2645.

FINANCING

Funds for this replacement/upgrade project were included in the FY2018 Capital budget.

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Item Title: Shoretel Equipment Replacement: FY2018-FY2021



RECOMMENDATION

The Finance and Audit Committee recommends that the Fort Worth Transportation Authority's Board of Directors authorize the President/Chief Executive Officer to replace telecommunication equipment over a four year period, utilizing the existing Texas DIR contract no. (DIR-TSO-2645) with CenturyLink, for the purchase cost of \$49,870 (with a 10% contingency of \$4,987), for a total requested approval cost of \$54,857.



Disposition by Board of Directors

Secretary Approval: _____ Date: _____

Action Item

Board of Directors Action Item

Item Number: BA2018-28

Meeting Date: January 29, 2018

Item Title: Fort Worth Transportation Authority Proposed Rebranding



BACKGROUND

In July 2017, the Fort Worth Transportation Authority (FWTA) entered in to an agreement with JO Design, who was asked to use their marketing and design expertise to create a new name and a new logo for FWTA to fulfill one of the key goals of the Transit Master Plan. The overall objectives were to appeal to existing and new customers and to serve as an umbrella brand for our service lines.

Extensive market research was conducted with everyday riders, casual riders and non-riders of both Fort Worth Transportation Authority bus service and Trinity Railway Express train service. Research consisted of in-person focus groups, in-person and on location surveys, and an online survey.

Based on research data and marketing expertise, the recommendation is to rebrand the Fort Worth Transportation Authority to Trinity Metro and to rename the Intermodal Transportation Center as Metro Center.

TIMELINE

- Board of Directors adopts new brand and logo in January.
- Promotion and education of new brand begins in February.
- Star-Telegram print and/or digital ads in February
- Event in February/March for media and key influencers
- Potential TV ads planned for March.
- New video to showcase the new name and logo produced in March.
- Rollout of updated, rebranded website in April
- Rebranding of social media accounts in May
- Update of sub-brands (e.g., MITS, vanpool, EasyRide) by June
- Ongoing education and promotional outreach throughout the year

FINANCING

Although some rebranding efforts will have an associated cost, many components are already included in our operating budget.

- Updated paint scheme for buses has already been completed.
- Any updates to TEXRail branding would be included in construction budget.

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- Materials such as letterhead and envelopes will be ordered as needed.
- Maps and schedules are updated and printed twice a year, so no additional cost would be incurred.
- Overall promotion and rollout of the new name and logo are included in the total contracted and budgeted amount between FWTA and JO Design.
- Cost of new promotional items and tablecloths for events would be covered by the marketing budget.
- Lettering/logos on buses – Decals peel off and new ones would be applied by our maintenance department, so the external cost is for the new decals, which are \$120 per bus. We have 147 buses and 38 MITS for a total of 185 revenue vehicles and a cost of \$22,200 to do the whole fleet with new decals. If we allow a 15 percent contingency to cover non-revenue vehicles, the total cost would be \$25,530.
- Bus stops signage - \$9.75 per sign (quantity of 4,000) for a total cost of \$39,000 if all signs are replaced. For new logos only, the cost is \$4.50 for a total cost of \$19,000. If we go with new logos only, signs would be replaced as needed for wear or damage.
- Existing branding on buildings - \$75,000 to repaint HRP, wellness center and the side of the tire shop. Removing and replacing the logos on the buildings would cost \$5,000 each for a total of \$15,000. Resurfacing the concrete in front of HRP is estimated at \$30,000. Refurbishing and rebranding five concrete monument signs would cost \$3,000 each for a total of \$15,000. Replacing vinyl logos on signs at the Intermodal Transportation Center (ITC), Trinity Railway Express (TRE) and transfer centers is estimated to cost \$5,000. If all of these task are completed, the estimated cost would be \$140,000.
- If all components are implemented, the total cost would be \$204,530.

RECOMMENDATION

The Planning, Operations and Marketing Committee requests that the Fort Worth Transportation Authority's Board of Directors adopt the names and logos to meet the rebranding goal in our Transit Master Plan.

Disposition by Board of Directors

Secretary Approval: _____ Date: _____

Resolutions

A Resolution

**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE
FORT WORTH TRANSPORTATION AUTHORITY
REGARDING PERFORMANCE PAYMENT FOR THE
PRESIDENT & CHIEF EXECUTIVE OFFICER**

(Resolution 2018-03)

WHEREAS, Paul J Ballard has served as President and Chief Executive Officer of the Fort Worth Transportation Authority (FWTA) since 2014; and

WHEREAS, The FWTA has made demonstrable progress in its operations, capital projects, personnel and public perception during Paul Ballard's tenure; and

WHEREAS, The FWTA's Board of Directors sincerely appreciates this progress achieved by the entire organization with the leadership of Paul J Ballard; and

WHEREAS, the employment agreement by and between Paul J Ballard and The FWTA provides that he shall be entitled to receive performance payments at the direction of the Board based on performance and milestones; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Fort Worth Transportation Authority to authorize:

Payment to Paul J Ballard equivalent to seventeen (17) percent of the base salary currently paid to him.

ADOPTED by the Fort Worth Transportation Authority Board of Directors on this, the 29th day of January, 2018.

Scott Mahaffey
Chair

Dennis Dunkins
Secretary



A Resolution

**A RESOLUTION OF
THE FORT WORTH TRANSPORTATION AUTHORITY
APPROVING THE APPOINTMENT OF THE BOARD OF DIRECTORS OF
THE METRO AREA TRANSIT SYSTEM CORPORATION (MATS)**

(Resolution 2018-04)

WHEREAS, the Fort Worth Transportation Authority (FWTA) is a regional transportation authority governed by Chapter 452 of the Texas Transportation Code (the “Code”) and is a local government as defined by Section 431.003(3)(C) of the Code;

WHEREAS, Section 431.101(a) of the Code provides that a local government may create a local government corporation to aid and act on behalf of that local government to accomplish any governmental purpose of that local government;

WHEREAS, under Section 431.102(a) of the Code, in the same manner in which Chapter 394, Local Government Code (“Chapter 394”), applies to a corporation created under that chapter, Chapter 394 also applies to a local government corporation with regard to, among other things, the appointment of the board of a local government corporation and the members’ terms of service;

WHEREAS, the governing body of the Fort Worth Transportation Authority is its Board of Directors (the “Board”);

WHEREAS, the Board, under the provisions of Chapter 431 of the Code and Chapter 394 and in its capacity as the governing body of the local government that the local government corporation is created to aid and act on behalf of, approved the incorporation of the Metro Area Transit System Corporation (the “Corporation”), and the Corporation was formed pursuant its Articles of Incorporation on September 23, 2014 (the “Articles of Incorporation”);

WHEREAS, the Board appointed the initial directors of the Corporation as provided in the Articles of Incorporation;

WHEREAS, Section 394.021(b) of Chapter 394 requires that after the initial directors, the governing body of the local government shall appoint directors in the manner and for the terms provided by the articles of incorporation or the bylaws, and such directors may be divided into classes, and the terms of office of the various classes may differ;

WHEREAS, the bylaws of the Corporation provide that directors shall be divided into five classes, as follows: one class of one (1) director initially to serve a term of one (1) year; the second class of one (1) director initially to serve a term of two (2) years; the third class of one (1) director initially to serve a term of three (3) years; the fourth class of one (1) director initially to serve a term of four (4) years; and the fifth class of one (1) director initially to serve a term of five (5) years, and, thereafter, each class of director shall serve for a term of five (5) years;



A Resolution

WHEREAS, the bylaws of the Corporation further provide that directors shall be appointed by majority vote of the Board; and

WHEREAS, the Board desires to appoint the Corporation's board of directors in the manner and for the terms provided by the Corporation's bylaws.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE FORT WORTH TRANSPORTATION AUTHORITY:

Section 1. The Board hereby reappoints Director in Class 1, reappoints Director in Class 2, appoints Director in Class 3, reappoints Director in Class 4 and appoints Director in Class 5 as the directors of the Corporation, with their terms of office to expire at the time indicated:

<u>NAME</u>	<u>ADDRESS</u>	<u>CLASS</u>	<u>TERM EXPIRES</u>
<u>Jon Michael Franks</u>	<u>801 Cherry Street, Suite 850</u> <u>Fort Worth, TX 76102</u>	1	11/1/2019
<u>Jeff Davis</u>	<u>801 Cherry Street, Suite 850</u> <u>Fort Worth, TX 76102</u>	2	11/1/2020
<u>Nick Genua</u>	<u>801 Cherry Street, Suite 850</u> <u>Fort Worth, TX 76102</u>	3	11/1/2021
<u>Scott Mahaffey</u>	<u>801 Cherry Street, Suite 850</u> <u>Fort Worth, TX 76102</u>	4	11/1/2022
<u>Tito Rodriguez</u>	<u>801 Cherry Street, Suite 850</u> <u>Fort Worth, TX 76102</u>	5	11/1/2023

PASSED AND ADOPTED this 29th day of January, 2018.

Scott Mahaffey
Chair

Dennis Dunkins
Secretary