Boards of Directors Meetings

Joint Meeting Valley Metro RPTA and Valley Metro Rail	Valley Metro RPTA	Valley Metro Rail

Date:
August 22, 2024

Starting Time
11:15 a.m.

Location:
Valley Metro
Boardroom/Webex
101 N. 1st Avenue, 10th Floor

If you require assistance accessing the meetings please call 602.262.7433.

Agenda

August 15, 2024

Joint Meeting Agenda
Valley Metro RPTA Board of Directors
and
Valley Metro Rail Board of Directors
Thursday, August 22, 2024
Valley Metro, 101 N. 1st Avenue, 10th Floor
Boardroom/Webex
11:15 a.m.

	Action Recommended
1. Public Comment	1. For Information

The public will be provided with an opportunity at this time to address the committees on **non-agenda items and all action agenda items for the Joint, RPTA and VMR meeting agendas.** Up to three minutes will be provided per speaker unless the Chair allows more at their discretion. A total of 15 minutes for all speakers will be provided.

2. Chief Executive Officer's Report	2. For information

Jessica Mefford-Miller, CEO, will brief the Joint Boards of Directors on current issues.

CONSENT AGENDA

3A. Minutes	3A. For action

Minutes from the June 20, 2024, Joint Boards meeting are presented for approval.

3B. Title VI Program Update	3B. For action

Staff recommends that the Boards of Directors approve the 2024 Title VI Program Update.

3C. Authorization to issue a competitive solicitation for Financial Modelling Software	3C. For action

Staff recommends that the Boards of Directors authorize the CEO to issue a competitive solicitation for financial modelling software.

REGULAR AGENDA

4. Enterprise Governance, Risk, and Compliance Software Contract Award	4. For action

Staff recommends that the Board of Directors authorize the CEO to execute a cooperative contract under the Maricopa County Strategic Alliance for Volume Expenditures (SAVE) for Origami Risk GRC software in the amount of $1,182,400, plus 10% contingency for a total not to exceed $1,300,600, for a three-year period (FY 2025 – FY 2027).

5. Strategic Plan Actions for FY 2025 (Part 1)	5. For information

Staff will update the Joint Boards on the actions Valley Metro will be taking in FY 2025 in pursuit of its FY 2025 – FY 2030 Strategic Plan goals.

6. Travel and Expenditures	6. For information

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

7. Report on Current Events and Suggested Future Agenda Items	7. For information

Chair Harris will provide members the opportunity to report on current events and suggest future agenda items for consideration.

8. Next Meeting	8. For information

The next meeting of the Joint Boards is scheduled for **Thursday, September 19, 2024 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 **AGENDA ITEM 1**
August 15, 2024

SUBJECT
Public Comment

PURPOSE
The public will be provided with an opportunity at this time to address the committees on **non-agenda items and all action agenda items for the Joint, RPTA and VMR meeting agendas.** Up to three minutes will be provided per speaker unless the Chair allows more at their discretion. A total of 15 minutes for all speakers will be provided.

COST AND BUDGET
None

RECOMMENDATION
This item is presented for information only.

BACKGROUND | DISCUSSION | CONSIDERATION
None

COMMITTEE PROCESS
None

CONTACT
Jessica Mefford-Miller
Chief Executive Officer
jmeffordmiller@valleymetro.org

ATTACHMENT
None

Information Summary

DATE **AGENDA ITEM 2**
August 15, 2024

SUBJECT
Chief Executive Officer's Report

PURPOSE
Jessica Mefford-Miller, Chief Executive Officer, will brief the Joint Boards of Directors on current issues.

COST AND BUDGET
None

RECOMMENDATION
This item is presented for information only.

BACKGROUND | DISCUSSION | CONSIDERATION
None

COMMITTEE PROCESS
None

CONTACT
Jessica Mefford-Miller
Chief Executive Officer
jmeffordmiller@valleymetro.org

ATTACHMENT
None

Minutes

August 15, 2024 **AGENDA ITEM 3A**

Joint Boards of Directors
Thursday, June 20, 2024
Lake Powell Conference Room/Webex
101 N. 1st Avenue, 10th Floor
11:15 a.m.

RPTA Meeting Participants
Councilmember Bill Stipp, City of Goodyear - **Chair**
Councilmember Max White, City of Avondale
Councilmember Clay Goodman, City of Buckeye
Councilmember Monica Dorcey, City of El Mirage
Councilmember Lauren Tolmachoff, City of Glendale
Vice Mayor Peggy McMahon, Town of Fountain Hills
Chairman of the Board, Jack Sellers, Maricopa County
Councilmember Francisco Heredia, City of Mesa (phone)
Vice Mayor Jon Edwards, City of Peoria
Councilmember Laura Pastor, City of Phoenix
Councilmember Kathy Littlefield, City of Scottsdale (phone)
Councilmember Aly Cline, City of Surprise (phone)
Vice Mayor Jennifer Adams, City of Tempe
Mayor Rui Pereira, Town of Wickenburg (phone)
Mayor Michael LeVault, Town of Youngtown (phone)

Members Not Present
Vice Mayor O.D. Harris, City of Chandler – **Vice Chair**
Mayor Brigette Peterson, Town of Gilbert
Councilmember Jeff Brown, Town of Queen Creek
Vice Mayor Lupe Bandin, City of Tolleson

Valley Metro Rail Participants
Councilmember Laura Pastor, City of Phoenix – **Chair**
Vice Mayor Francisco Heredia, City of Mesa – **Vice Chair** (phone)
Vice Mayor Jennifer Adams, City of Tempe

The Chair called the meeting to order.

Chair Stipp called the meeting to order at 11:23 a.m.

Chair Stipp said I'll thank everyone for their patience. I'd like to go ahead and call the Joint meeting of the alley Metro RPTA and Valley Metro Rail.

Pat, will you take the role, please?

Ms. Dillon said good morning, everyone.

City of Avondale, Councilmember Maxine White? Present.
City of Buckeye, Vice Mayor Clay Goodman? Present.
City of Chandler, Vice Mayor OD Harris?
City of El Mirage, Councilmember Monica Dorsey? Here.
Town of Fountain Hills, Councilmember Peggy McMahon? Here.
Town of Gilbert, Mayor Brigette Peterson?
Swift City, Councilmember Lauren Tolmachoff? Here.
City of Goodyear, Councilmember Bill Stipp? Present.
Maricopa County, Chairman of the Board, Jack Sellers? Here.
City of Mesa, Vice Mayor Francisco Heredia?
City of Peoria, Vice Mayor Jon Edwards? Present.
City of Phoenix, Councilmember Laura Pastor? Here.
Town of Queen Creek, Councilmember Jeff Brown?
City of Scottsdale, Vice Mayor Kathy Littlefield? Here.
City of Surprise, Councilmember Aly Cline? Here.
City of Tempe, Vice Mayor Jennifer Adams? Present.
City of Tolleson, Vice Mayor Lupe Bandin?
Town of Wickenburg, Mayor Rui Pereira? Present.
Town of Youngtown, Mayor Michael LeVault? Yes, Pat, I'm here.

Ms. Dillon said Chair, we're ready to proceed.

Chair Stipp said thank you, Pat.

1. Public Comment

Chair Stipp said do we have any speakers?

Ms. Dillon said no, sir. There are no speakers today.

2. Chief Executive Officer's Report

Ms. Mefford-Miller said thank you, Mr. Chair. Good morning, members of the Board. I've got a few items I'd like to update you on this morning.

Following up on our last meeting in the month of May, we did receive public comment during the Board meeting regarding service quality. I want to let you know that we have closed the loop on that customer contact with Mr. Medina and actually continue to work with him. Valley Metro staff and City of Phoenix staff met onsite with him to explore his concerns. We've identified a few different challenges that we're working through currently.

Also, in response to Board feedback and direction in the area of making accessible transit more accessible, we hope to host our first mobile ADA eligibility event in the city of Surprise next month. Thank you, Councilwoman Cline for your ongoing support.

This is one of several steps that we're exploring to make accessible transportation more accessible. We are nearing completion of actually sending out our Platinum passes to our ADA-eligible customers to their home rather than having them pick up. And then we're exploring when and how often customers actually need to be present in person for an ADA eligibility assessment in the future. We'll continue to provide the Board with updates on this item.

Out in the community last month we celebrated our 23rd annual Design a Transit Wrap contest. Jackson Washburn is, I think he's a sophomore or junior at Chaparral High School in Scottsdale, was our winner this year. We have dozens of submissions every year. The winner is selected by a panel of artist and advocates. And Jackson's work is already appearing actually on a bus and a train for a period of one year.

This is several different programs that we have embedded in schools throughout our service area that are educating the students about the value of transit and in this instance, creating a connection between transit and public art.

I want to draw special recognition to our Director of Service Planning, Carol Ketcherside. At the beginning of next month, Carol will retire from her now decades storied career in the transit industry serving the public across several different cities. She has spent the last 18 years of her career here at Valley Metro. Carol, we will surely miss you and we congratulate you on your next chapter. Thank you for your service.

Looking ahead, we do have a board recess over the month of July but we're already hard at work preparing for August cycle. The board will convene in this room on August 22nd.

I actually want to recognize our board chairs at this moment. Chair Stipp has been part of the Valley Metro RPTA board for seven years. I believe it seven, seven long years of service including on our Audit Finance Subcommittee as our Audit Finance Subcommittee chair most recently as chair to RPTA. Chair Stipp has provided tremendous leadership to staff, to our member communities and across the board to his peers. We've moved through a number of great challenges in the last seven years. We faced a global pandemic, introduction of new capital projects and programs. We've leaned into some of our big challenges with transit quality and ridership. You hired a new CEO so thank you for that Chair Stipp and your confidence. We appreciate your leadership. I think you have emerged both at Valley Metro and in your role at MAG as a great regional voice and that, I think, that I'll take most from your tenure is your emphasis of Valley Metro and MAG as regional serving entities and that's important I think that we carry that forward. We have a gift for you, Chair Stipp.

While Chair Stipp is approaching, Councilmember Pastor, we also want to thank you for your leadership of the Valley Metro Rail board and in the year prior the RPTA board.

We've accomplished a great many things this past year including the opening of Northwest Phase II ahead of schedule and below budget. We have made advancements in security that I don't think we would have been able to achieve without your leadership, Chair Pastor. We also last year in your tenure as RPTA chair made great advances in wage rates that have helped us shore up those workforce shortages and provide more reliable service to our customers. I think the aspect of your leadership that we have most benefited from is your unwavering commitment to hearing the voices of the constituents that you serve. You carry that forward in your leadership every day and I hope that we continue to reflect that. Thank you, Chair Pastor. And we also have a gift for you.

Chair Stipp said thank you.

3. <u>Audit and Finance Subcommittee Update</u>

Vice Mayor Goodman said thank you, Mr. Chair. AFS met this last Wednesday, June 12th. We convened into an Executive Session, conducted a review of the Chief Auditor as well as heard results of the multi-factor authentication audit.

AFS directed staff to take the appropriate steps for the items discussed in Executive Session. We received the Chief Financial Officer's update. Mr. Kessler provided an update on PTF funding. Minutes from the prior meeting, the May 2nd meeting were approved. And AFS received a status update on Internal Auditing progress, external reviews, prior audit findings and recommendations.

Mr. Chair, that concludes my report.

Chair Stipp said awesome. Does anybody have questions for AFS? And I believe that was your final meeting as Chair.

Vice Mayor Goodman said it was.

Chair Stipp said congratulations on your tenure there.

Vice Mayor Goodman said thank you. It was, do no harm.

Chair Stipp said if there are no questions, we'll move to the Consent Agenda.

4. Consent Agenda

Chair Stipp said we have Item 4A which is the minutes, 4B which are the Intergovernmental Agreements, 4C, the financial audit and services contract, 4D, claims management, 4E, the insurance brokerage and consulting services contract, 4F, Allied Universal Services contract, 4G, the authorization to issue and request for proposals for market research, services and 4H, authorization to issue a joint agency competitive solicitation for fare inspection and security services.

Is there a motion to approve the Consent Agenda?

Motion by Councilmember Pastor, second by Vice Mayor Adams.

Any discussion? Any questions on any item? Seeing none.

All in favor, say aye. Any opposed? The ayes have it.

IT WAS MOVED BY COUNCILMEMBER PASTOR, SECONDED BY COUNCILMEMBER MCMAHON, AND UNANIMOUSLY CARRIED TO APPROVE THE CONSENT AGENDA, ITEMS 4A THROUGH 4H.

5. Authorization to Continue the Purchase of IT Hardware and Maintenance Agreements for FY2025

Chair Stipp said Item 5 is the authorization to continue a purchase of IT hardware and maintenance agreements for FY 2025.

Ms. Mefford-Miller said thank you, Mr. Chair. For item 5 as well as Item 6, these items are authorizations to continue, in the case of Item 5, hardware and maintenance agreements and Item 6, software services. Each of these items has previously been approved or authorized through the Board. These are continuations of existing contracts.

I'd like to invite TJ Thornal from our IT team. TJ is responsible for service development management as part of our accessible transportation and technology team. TJ, please.

Mr. Thornal said thank you, Jessica. Good morning, Mr. Chair, members of the Board. Before I launch into the specifics of the authorization requests, I have a few words on the approach to these memos.

As Jessica had alluded to, we have found that grouping the renewals of pre-existing authorizations into fewer memos gives greater visibility and takes up less time. And new items will still be individually brought before the board for review and approval. We typically default to annual renewals because this gives us greater flexibility in authorization and aligns better with the budget cycle. However, we will seek multi-year authorization and renewal approval if that's the only option or if it's financially beneficial.

Since the authorization for multi-year agreements come up irregularly, it would not be useful to compare them since some years have more multi-year agreements than others. With that, I'd like to start with the first memo which is the authorization to continue purchase of IT hardware and maintenance agreements in FY 2025.

This memo comprises of purchases mainly of end user devices, networking equipment and our primary and secondary storage replacement. The lifespan of this equipment is between five and seven years and the storage equipment is coming up on end of support from our vendor.

We have however been looking for ways to reduce this big spike that we've seen this year, and we were able to do that by 50 percent by spreading the cost out over the fiscal years of '24, '25 and '26.

Any questions for this?

Motion by Councilmember Pastor, second by Councilmember White.

So I've got a motion and a second for Item 5, any questions?

Councilmember White said so thank you so much for sharing the information. As I was taking a look at the agenda and I would have to say looking at 5, 6 and 7, I really want us to be able to align IT costs, expenses if we can with the budgeting process. I find this a challenge to kind of take a look and look at all these numbers after we've approved our budget. I know there's line items in there for that but I think it would help align how we look at managing the space that you're in and great when those multi-year contracts come up, but I think if we have this information before we approve our final budget that that makes it a little bit helpful and it kind of streamlines how we think about the spending.

Other than that, I think this is necessary being able to have visited a Caltrans dispatch area that was shared with California Highway Patrol. I just want us to continue to make sure we have cutting edge technology here for Valley Metro RPTA and that we get the sensible funding in place to support your needs to provide for our clients and our people.

Ms. Mefford-Miller said thank you, Mr. Chair. Thank you for your comments, Councilmember White. Each of the items before you today are included in the FY25 budget. Most of them are in the continuing commitments category. Some of them are however in the new initiatives category including not on agenda Item 5, but really 6 and 7, when we're talking about service contracts and software-as-a-service subscriptions. I think we're actually in the process of reformatting our board memo format and will have that rolled out for our August cycle. We can reference budget source for each of these items. I think that would be helpful.

Chair Stipp said any other questions?

Motion by Councilmember Pastor, seconded by Councilmember White.

All in favor, say aye. Any opposed. Ayes have it.

IT WAS MOVED BY COUNCILMEMBER PASTOR, SECONDED BY COUNCILMEMBER WHITE, AND UNANIMOUSLY CARRIED TO AUTHORIZE THE CEO TO CONTINUE PROCURING NECESSARY INFORMATION TECHNOLOGY HARDWARE AND MAINTENANCE AGREEMENTS. THE PERIOD OF AUTHORIZATION WILL COVER FY 2025 IN AN AMOUNT NOT TO EXCEED $1,835,020 PLUS A 10% CONTINGENCY OF $183, 610, FOR A TOTAL NOT-TO-EXCEED AUTHORIZATION AMOUNT OF $2,019,630.

6. Authorization to Continue the Purchase of IT Professional Services for FY 2025

Chair Stipp said Item 6 is the authorization to continue the purchase of IT professional services.

Mr. Thornal said Valley Metro hires professional services when it's more cost effective or requires a specific skill set that's rarely used on our team. The amount requested this year, I'd like to point out though, is less than FY24 due to our key conference rooms being completed last year's fiscal year.

Any questions?

Chair Stipp said may I have a motion for Item 6.

Motion by Councilmember Pastor, second by Vice Mayor Adams.

A motion and a second. Any discussion? Seeing none.

All in favor, say aye. Any opposed? The ayes have it.

IT WAS MOVED BY COUNCILMEMBER PASTOR, SECONDED BY VICE MAYOR ADAMS, AND UNANIMOUSLY CARRIED TO AUTHORIZE THE CEO TO CONITNUE PROCURING NECESSARY INFORMATION TECHNOLOGY PROFESSIONAL SERVICES. THE PERIOD OF AUTHROIZATION WILL COVER FY 2025 THROUGH FY 2027 IN AN AMOUNT NOT TO EXCEED $1,263,800, PLUS A 15% CONTINGENCY OF $189,570, FOR A TOTAL NOT-TO-EXCEED AUTHORIZATION AMOUNT OF $1,453,370.

7. <u>Authorization to Continue the Purchase of Software Subscriptions and Maintenance Agreements in FY 2025</u>

Chair Stipp said Item 7 is the authorization to continue the purchase of software subscriptions and maintenance agreements for FY25.

Mr. Thornal said thank you. For this last one that I'm presenting today, this memo covers 26 products. It also is a significant increase compared to FY24 however the vast majority of this is three products that are seeing multi-year renewals. As a result, you're seeing three to four years of authorization in this fiscal year. This includes our Enterprise Asset Management or our EAM, our VMware which is our server infrastructure environment and the ERP which is the accounting and procurement system. By contrast, I'd like to point out that you'll see the year-over-year costs for the EAM is actually only six percent.

Any questions?

Chair Stipp said I'll take a motion to approve Item number 7.

Motion by Councilmember White, second by Councilmember Tolmachoff.

Okay. Now open for discussion, Councilmember.

Councilmember McMahon said thank you very much. I have a question. There's Trapeze EAM and it went from 334 to 671,000 and I'd like to know if you can explain a little bit more. That's a double increase.

Mr. Thornal said that was due to just the increase of the cost of that item. I don't have any of the specifics of it offhand but –

Ms. Mefford-Miller said I'd be happy to answer that.

Ms. Mefford-Miller said thank you, Councilmember McMahon. Trapeze Enterprise Asset Management is our module for tracking our state of good repair. We are in the process of developing our transit asset management program and populating EAM. This will include an inventory of all of our transit assets. That's everything from equipment to facilities and their attendant components. Within that system, we track the asset condition, the parts needs, the maintenance performed throughout its lifecycle, so it really is a cradle to grave capital asset management program.

So the cost increase is because we are moving into the maturity of Trapeze Enterprise Asset Management. We've got a new team that's been assembled under the leadership of our Chief Maintenance Officer, Darren Curry. So we have gone from our infancy to maturity with EAM. It's an important investment. It's one that we have not undertaken in this detail in the past, but it is one that we must and transit asset management is now a requirement of the Federal Transit Administration.

Councilmember McMahon said thank you for the explanation.

Chair Stipp said any other questions? Seeing none.

All in favor, say aye. Any opposed? Ayes have it.

IT WAS MOVED BY COUNCILMEMBER WHITE, SECONDED BY COUNCILMEMBER TOLMACHOFF, AND UNANIMOUSLY CARRIED TO AUTHORIZE THE CEO TO CONTINUE PROCURING NECESSARY SOFTWARE SUBSCRIPTIONS AND MAINTENANCE AGREEMENTS. THE PERIOD OF AUTHORIZATION WILL COVER FY 2025 THROUGH FY 2029 IN AN AMOUNT NOT TO EXCEED $5,772,863, PLUS A 15% CONTINGENCY OF $865,929, FOR A TOTAL NOT-TO-EXCEED AUTHORIZATION AMOUNT OF $6,638,792.

8. <u>Allied Universal Security (AUS) Services Contract Change Order – Wage Rates</u>

Chair Stipp said Item 8 is the Allied Universal Security services contract change order on wage rates.

Ms. Mefford-Miller said thank you, Mr. Chair. As Adrian Ruiz, our Director of Safety, Security and Quality Assurance is approaching the podium, I want to provide a little bit of background on this item.

We are coming before the joint board today to request an increase in wage rates that we expect to fall within our current contract ceiling. So within FY25 we do not anticipate additional cost beyond that which is budgeted for this contract. If there is additional cost that would be presented back to the board through a midyear budget adjustment toward the end of this calendar year.

This is coming before the joint board today, but it has been previously considered by the Valley Metro Rail board in a series of executive session conversations as the lion's share of our Allied Universal Security contract is devoted to Valley Metro Rail. In fact, 97.6 percent of that spend is a VMR spend. 2.4 percent of that spend is an RPTA spend and that's primarily through security services at the Mesa Greenfield bus operations and maintenance facility.

Adrian is here this morning to walk you through some background including our current wage rates and our target wage rates for Allied Universal Security. Our objective in presenting this item to you this morning is to improve our resource level on the Allied Universal Security contract. We have come from a 50 percent vacancy rate just two years ago. Now, we're hovering just over a 20 percent vacancy rate, which is tremendous progress, but we are having trouble closing that gap and we need to staff this contract to create a safe and secure environment for our customers. Adrian, would you mind walking us through the details, please.

Ms. Ruiz said thank you, Jessica. Mr. Chair, members of the joint board. Let me cover a little bit of background first not to reiterate what Jessica already said. Great introduction to this presentation.

Is that we have done a lot of work with Allied including a letter of concern following the 56 percent vacancy rate last winter. That letter of concern was then revised but we're under performance management for the contractor. Keeping in mind also that what we also allocated was some underrun to fill supervisor vacancies which I'll cover in the next slide.

Adding those field security advocates. That was at no cost to the agency. Allied Universal decided that they would have a touchpoint with staff out in the field to make sure that they're supported and equipped and tooled and trained. Anything they need out in the field that advocate is there for them.

Looking at also the training for Allied. We noticed that over the last course of the last several weeks and months the training was falling behind. There was a push to fill positions and putting academies on every week and that was stressing the recruitment and the training component for the contract. So they've gone back to every two weeks. We've also rewritten the exam with Allied, so that also has helped.

Looking at also moving forward, we have this summer probably in July next month we're going to put and RFP out on the street to acquire some bids and proposals for this contract. In addition, we're looking at spring and summer of next year, about this time next year having a new contractor.

So putting these wage rates in perspective to put this in context. Right now, based on the wage rate, this is a Economic Research Institute or ERI Metropolitan Phoenix area. Looking at percentiles of the market research. We are right now recruiting and hiring below the 10th percentile. The 10th percentile for ERI for the metropolitan region is about $22.16 an hour. And right now, the wage rates are at $19.86 for FSO's. So going to 55th percentile, the reason that was chosen is it puts us kind of in the sweet spot in the middle of getting folks who have the emotional intelligence, the capacity, the education, experience to come in to do this very high touchpoint, high risk, high exposure type of work that involves civil enforcement. I know Don Schneidmiller presented at the committee a few weeks ago and talked about the challenges with having folks doing this type of work in a civil capacity. It's very difficult and it's very dynamic.

Looking at key points or takeaways if this is approved today. Currently, sitting at about a 20 percent vacancy rate. All of that is very well and above where we were at 56 percent. It still puts us basically in a position where we just can't meet that objective of closing that 10 percent or less vacancy.

Also, what it also puts us at is this retention and quality of candidate. So with this 55th percentile it gives us more quality candidates coming in the door to go at a higher hourly rate.

In addition, what I mentioned earlier about the supervisory component. We are still as seven vacancies over 22 for the field security supervisors and that front-line first level supervisor still remains stagnant at about seven to nine vacancies pretty consistently.

So that means we have less eyes and ears to supervise folks in the field to provide that support that guidance and direction and that puts us at a disadvantage. Only 94 percent really divides the two currently so that gap in wage rate right now sits at about less than a dollar from FSO to field security supervisor. So that would definitely improve that retention and also hiring. So the quality and the space and allow for more scrutinized selection recruitment process.

If there are any questions, I'd be happy to answer them.

Vice Mayor Adams said I have a couple questions. One is on the 55th percentile like where are we, if we go forward with this, where are we compared to other cities in the country that have the metro and, you know, transportation.

Ms. Ruiz said thank you for the question. We did do some benchmarking and it's difficult to find agencies just exactly like ours that have civil enforcement and are unarmed and doing fare compliance and fare inspection. So our ranges, we're still below and looking at quality of life knowing our quality of life is a little higher. We are still well below that market research with agencies as close to similar as we can get with our system.

Vice Mayor Adams said and how will the real crime, real time communication center interface with this at all? Or where are we with that?

Ms. Ruiz said real time crime, so right now we have Mesa up and running since last September. So they do have access to our platform cameras. I believe Tempe will be next in line. Phoenix does have a northwest Valley real time crime up and running so we're working through agreements with those two cites and will be ready to go as soon as those cities are ready.

Vice Mayor Adams said when they're all ready, will it affect how many employees we need, or do you think the employees will still be needed?

Ms. Ruiz said with the current staffing we have in order to close the gap until we have a new RFP out on the street and a new contract, this will provide extra eyes and ears on the system, close those gaps and put more presence on the system allowing for us to either report, notify those real time crime centers of incidents and vice versa. So when they have an incident they're observing in real time, they can let our field teams know and that puts extra people on the system.

Ms. Mefford-Miller said if I may, Mr. Chair. Vice Mayor Adams, the forthcoming RFP for contract security services that we're working on now and will hit the streets this fall does address some changes in how we approach monitoring of the CCVT system and the associated dispatch of security personnel. So this item before you today doesn't directly move the needle on that but the forthcoming contract model will.

Vice Mayor Adams said, and do we know how many cities are going to start, you know, having the real crime, real time crime communication center by any chance?

Ms. Ruiz said thank you for the question. Right now, there's three. Mesa, Phoenix and Tempe.

Vice Mayor Adams said I would just encourage all cities around here to have that. Thank you.

Councilmember Tolmachoff said we have one. Glendale is the first one. We don't have light rail but we have the crime center.

Councilmember White said and we're building one.

Chair Stipp said we're building one as well.

Vice Mayor Goodman said same here.

Chair Stipp said any other questions on this? I will entertain a motion to approve Item 8.

Motion by Councilmember White, second by Vice Mayor Goodman.

I have a motion and a second. Vice Mayor Goodman. We've already heard from Councilmember Pastor.

Councilmember Pastor said thank you. I just want to thank staff for really looking at this and doing the due diligence of the work. Adrian, this has been a hard task in the sense of we've been talking about this for I want to say two and a half years or ever since I've (indiscernible) and really looking at the data and seeing where our gaps are. I want to thank all everybody that has been part of this and in doing what we need to do. I do understand intimately the gap in the hiring because we are looking for a skilled and quality candidate that understands people and human behavior and how to be able to give compassion but also at the same time be stern on what is right and what is wrong. And also, then be able to have police to be able then to enforce when there is bad behavior. And so, it's a team that works together and I'm glad and I'm proud of the fact that we have been able to move the needle to where we are today.

As Vice Mayor Adams stated, is we do need other cities to come along. I need our city to really engage and be the leaders that we are in order for this to happen all the way around. I'm just saying thanks and kudos to everybody for doing this. Thank you.

Ms. Ruiz said thank you. Appreciate that.

Chair Stipp said any other discussion? Seeing none. All in favor? Any opposed? Ayes have it.

IT WAS MOVED BY COUNCILMEMBER WHITE, SECONDED BY VICE MAYOR GOODMAN, AND UNANIMOUSLY CARRIED TO AUTHORIZE THE CEO TO EXECUTE A CONTRACT CHANGE ORDER WITH ALLIED UNIVERSAL SECURITY (AUS) FOR FARE INSPECTION AND SECURITY SERVICES TO INCREASE HOURLY WAGES TO THE 55TH PERCENTILE OF MARKET. WAGE ADJUSTMENTS WOULD TAKE EFFECT JULY 1, 2024.

9. General Consulting Support Services (GCSS) Contract Award

Chair Stipp said Item 9 is the general consulting support services contract award.

Ms. Mefford-Miller said thank you, Mr. Chair. Trevor Collon is going to approach the podium and provide a brief presentation on our general consulting support services contract.

Mr. Collon said thank you, Jessica. Chair Stipp, members of the Board. Our general consulting support services contract, it's a very fancy sounding name but what we're really looking at is a wide variety of technical services, professional services from engineering, architecture, cost estimating, real estate support and we use this through a wide variety of both rail and bus projects and that's why we're presenting this today before the joint board.

Some highlights that this kind of marketing for me but we do partner oftentimes with cities on transit improvements including park and rides, recently completed Avondale Transit Center, thank you. We did the design of the park and ride expansion in city of Buckeye. And of course, we do, of course, do quite a bit of rail state of good repair. So to compare this to some of our larger design contracts for our rail extensions this is more miscellaneous and these task orders are assigned task order by task order basis funding sources identified and it's a mixture of funding sources.

The action before you is to award a contract to Arcadis US Incorporated a five-year term with three option years. We are requesting expenditure authority of not to exceed 15.4 million.

With that, I'm happy to take any questions.

Chair Stipp said questions? Seeing none. I'll entertain a motion then for the general contracting support services contract.

Motion by Vice Mayor Goodman, second by Councilmember White.

Any discussion?

Councilmember White said I just wanted to thank you and recognize the fact that it's really important for us to have this available to us, the cities and towns throughout the County, to be able to go and procure and have some consistency in how we deliver the service so I think that being able to have consulting support services through this project management pathway it just it was a benefit and if you've ever gotten a chance to come out to the Avondale Park and Ride, you'll notice how beautiful it is. So I really love the design, it flows with the community and I'm definitely a huge advocate so I'll step off my soap box. Thank you.

Chair Stipp said any other comments? Seeing none. All in favor? Any opposed? Ayes have it.

IT WAS MOVED BY VICE MAYOR GOODMAN, SECONDED BY COUNCILMEMBER WHITE, AND UNANIMOUSLY CARRIED TO AUTHORIZE THE CEO TO EXECUTE A FIVE-YEAR CONTRACT WITH THREE, ON-YEAR EXTENSION OPTIONS WITH ARCADIS U.S., INC., FOR GENERAL CONSULTING SUPPORT SERVICES FOR AN AMOUNT NOT-TO-EXCEED $15,400,00.

10. Multi-Temporary Staffing Services and Related Solutions – Cooperative Contracts

Chair Stipp said Item 10 is the multi-temporary staffing services and related solutions cooperative contract.

Ms. Mefford-Miller said Ken Kessler, CFO is here to provide you with detailed information. Just as a matter of reference, our FY24 year to date expenditure on our current temporary staffing contract is $3.364 million. About 95 percent of those funds are being expended for IT services. Some of those funds are also being expended for marketing and operations support and various projects including, for example, our fare collection system modernization. Ken, do you want to walk us through the nuts and bolts of this contract?

Mr. Kessler said thank you, Jessica. Yes. Chair, members of the boards. I'll walk us through this very quickly.

In brief, we're requesting authorization to execute cooperative contracts for temporary staffing services. And as Jessica mentioned the lion's share of this work is related to IT and then we have a few other areas where we use it as Jessica mentioned as well.

We're looking at utilizing three avenues for entering into these cooperative contracts: The Arizona State Procurement Office, the Mohave Cooperative and the Strategic Alliance for Volume Expenditures. Those last two are basic public sector consortiums for purchasing in volume and being able to get better pricing at greater discounts.

We are looking at having this authorization for the beginning of next fiscal year through the end of calendar year '28 that aligns with the duration of the State Procurement Office contracts.

The overall request here with contingency is about $24.1 million.

And just a little background on the IT staffing component that we utilize this for. We're looking for basically support for the service desk team, the information security and development teams and also reduces the need for in-house FTE's required to administer our ERP system. And also provides a temporary fill for technical roles with specialized skills that we may not have those skills within the organization or may not warrant, you know, a full FTE so these contracts give us that flexibility to kind of fill those functions.

Just quickly on some of the changes to the estimated cost over the next five years were requesting authorization for a number of things, service desk tech to be added in FY25.

Then some development services work in FY25 and 27 we have planned in our strategic plan. We have expected increase in vacancies in FY26 and then one info sec role for '26 dedicated to operational technology systems and another one in '27 for our information technologies systems.

And then lastly, our current five-year service desk contract ends in FY27 and there's an expectation with the new contract we'll see increase there so that's kind of factored into the estimates for this request.

Then on the non-IT side the basic uses there are to temporarily backfill as we have vacancies and we're going through the process for filling positions. It's also to extend resources that we use on a temporary basis for projects where it doesn't make sense to bring in an FTE, we just need some technical assistance on a short-term basis there.

Then, again, if we need some specialized skills we don't have in-house to utilize on a temporary basis. So those are kind of the three primary categories of need for use in those other areas.

With that, I'd be happy to answer any questions.

Chair Stipp said any questions for Ken? I do have one. You've got IT positions that you're focusing on here, but we also have professional services Item number 6 today that we've already previously approved. How and why are these separated in this regard?

Mr. Kessler said the professional services are when we basically pay a firm to perform the work so we're engaging a firm overall. It may not be a specific individual. For this, this is ask for going through a temp agency that provides an individual to fill a role on a temporary basis.

Chair Stipp said I understand this slide, but the previous slide. I mean, those are IT positions, so why are we not rolling all the IT things into one? You kind of see where I'm going with this?

Ms. Mefford-Miller said thank you for your question, Mr. Chair. The prior contract before you was for IT solutions on an ongoing basis where we do contract with firm X and then firm X then fields the team. Typically, they're supporting entire functions such as help desk, for example. The membership of that team may vary but they're responsible for that overall function. In this instance, and by the way, those relationships are typically longer in duration. In this particular contract, short duration relationships with individuals procured through staffing firms to fill a need that is truly temporary.

Chair Stipp said good enough. If there are no other questions, then I'll take a motion to approve Item 10.

Motion by Councilmember Tolmachoff, second by Councilmember White.

A motion and a second. Any other discussion?

All in favor, say aye. Any opposed? Ayes have it.

IT WAS MOVED BY COUNCILMEMBER TOLMACHOFF, SECONDED BY COUNCILMEMBER WHITE, AND UNANIMOUSLY CARRIED TO AUTHORIZE THE CEO TO EXECUTE COOPERATIVE CONTRACTS COMPETITIVELY SOLICITED BY THE ARIZND DEPARTMENT OF ADMINISTRATION STATE PROCUREMENT OFFICE (SPO) FOR TEMPORARY STAFFING SERVICES WITH REGIONAL PUBLIC TRANSPORTATION AUTHORITY AND VALLEY METRO RAIL, INC., IN THE AMOUNT OF $21,005,467, PLUS A CONTINGENCY OF $3,150,820, FOR A TOTAL NOT TO EXCEED AMOUNT OF $24,156,287, FOR THE PERIOD OF JULY 1, 2024, THROUGH THE MAXIMUM TERM OF THE CONTRACTS, DECEMBER 31, 2028.

11. Strategic Plan Goal Indicators

Chair Stipp said Item 11 is the strategic plan goal indicators. As you recall, when we approved the strategic plan, we asked for regular updates. They are being provided to us. I didn't mean to take too much wind out of your sails, but this is a board ask. So Jessica, this is back to you.

Ms. Mefford-Miller said thank you. As we are in the early stages of implementation of the strategic plan which the Board adopted back in January, we wanted to come before you today to share and request your feedback on our goal indicators.

Within the strategic plan, we identified a number of goals. Within that staff has been working to develop specific initiatives that are going to position us to achieve those goals, but we can only know if we have made progress on those goals if we have ways to measure it.

In the FY25 budget you saw a few different budget items included that are going to help us measure those goals including software tools like Swiftly that's helping us real time monitor our operations' performance. You also saw an increase in our market research budget so that we can conduct more pulse point surveys with our existing customers, former customers, general public, our member cities, our board and our staff.

Jim Hillyard is actually going to join us today to give you a little bit of a blueprint on how we're going to measure those specific initiatives and know how we're performing and ultimately, whether or not or the extent to which we're actually attaining our goals. Remember this is a five-year strategic plan so we're not going to hit every goal in year one but by the end of year five we aim to. This is a strategic business plan. It does not include goals or initiatives that are what I like to call squishy. These are very specific strategies and intended outcomes associated with them. Jim.

Mr. Hillyard said thank you, Jessica. Mr. Chairman, members. I'd like to start out by just briefly reviewing both the breadth of our goals and then a little bit of the structure of the plan and then really, we'll just simply turn to the table in your memo that identifies the indicators for each goal so that we can answer your questions and get your feedback.

As you can see here, our overarching goal of our strategic plan is to connect communities, enhance lives through delivering excellent customer experience. The key means to that ends are really reflected in goals 2 through 5. Those assume a level of organizational health and effectiveness that we also capture in goals 6 through 9.

With respect to the structure of the plan, those nine goals are intended to endure, as Jessica said, over the entire five years of the strategic plan and we'll be measuring out progress toward impacting those through the indicators that we talk about today. At the level below that you helped us identify a number of initiatives, essentially strategies, that we'll use to move the needle on those goals. Each of those strategies has its own sort of lifecycle. Some of those will persist across the five years of the plan, for example, optimizing service performance we'll never stop working on. Others like establishing a customer experience program we would hope to have completed in the next 18 months or so. Each of the initiatives will also have performance measures that we use to understand is that initiative achieving what it intended to achieve. We'll implement the initiatives on that bottom most level of actions. The actions are annual in nature, as Jessica mentioned, you've already seen a number of those referenced in the budget where they required resources in the upcoming fiscal year. There are many other actions that don't require new resources and I'll be starting to present those to you at our August meeting where for five of the goals we'll go over the actions associated with the initiatives that we intend to implement in FY25. For the other four goals we'll pick that up in the next quarterly reporting cycle to you. We'll manage those particular actions with project plans because that's what they are.

Just to kind of touch then on the alignment between those three levels. For example, one of our goals is to have an excellent customer experience. An initiative that you approved to achieve that goal was to innovate, integrate mobility solutions. So the action that we'll be taking in FY25 to accomplish that is to integrate into our existing VM mobile app trip planning function the microtransit services that a number of west Valley cities have implemented so that folks have the option of using microtransit as a first mile/last mile connector for regional trips. So we'll have a particular project plan for that integration and then we'll manage to completion during the course of FY25 and we'll be sharing that with you in our quarterly updates so you can see are we doing what we said we would do.

We'll then, once implemented, be looking at are people using that functionality and do they like it. And so, if both of those things are true then we would expect at the goal indicator level for us to see an increase in overall net promoter score and then people voting with their feet to use transit more because they like the services that we're offering, the accessibility that the microtransit provides. And so, that gives you a sense of how these three different levels align.

With respect to the indicators that we'll be discussing today, there's really four criteria that we had in mind in thinking them through. The first and obviously most important was that's it's reflective of progress on the goal. We want to see if we're moving in the right direction on all of these very broad goals.

The second was that it's reflective of a wide range of inputs. Our goals are broad enough that we could easily have two hundred measures associated with them. Rather than that, what we tried to identify were particular indicators that were reflective of a bunch of different inputs. And so, on-time performance as a measure of operational excellence is a good example. So OTP is really a reflection of did you have the staff that we needed to provide those trips, is your maintenance function effective so that we have available and that fleet now breaking down in route, do we have supervision in place at our contractors to ensure that we're getting on-time pull outs for the morning and evening shifts and is our service planning function effectively estimating run time so that we're setting time points for the stops that folks are actually able to make given traffic conditions, et cetera. So OTP sort of encompasses a broad range of different important functions below. If we see OTP not moving in the direction that we need it to move then it's triggering us to go dive into those deeper measures to understand why is that happening and what we need to do to impact it.

Thirdly, we're looking for a blend of objective measures meaning counting something real and subjective measures essentially meaning asking people how they feel about the thing. Because we think having both of those perspectives is important. So for example, on the table you'll note that we have measures for actual security incidents and we have a survey that's asking folks how they feel about security on the transit system. So, if we're not seeing those measures moving in the same direction, if we're actually seeing a reduction in security but people aren't feeling safer than that's telling us something's amiss, right. That we either have a mismatch in expectations with our riders or maybe we're not communicating effectively or maybe we're counting the wrong things. So, we think having both of those perspectives is very important and it makes the data richer in our use.

I think the last criteria that we sought in indicators for our goals was efficiency. So, everything you do has an opportunity cost and counting and reporting things is administrative overhead that we're not actually using serving customers. So, we want to make sure we've got as few and as powerful of measures as possible and whenever possible that we're using stuff we already have. So, with that as a transition, I'll ask you to turn to the table on page 2 of your memo.

So, you see there rows for each of the nine goals in our strategic plan and the titles of the measures in the second column you'll note some are in plain text. If it's in plain text, that's something we already collect and already have. Titles that are in italics are new measures that we would need to develop. And so, you can see in most cases we're trying to use data that we already have. Where we don't have that data is primarily in those subjective areas of better understanding how folks are feeling about a particular area and there, we see the need to develop additional tools to gather that information through surveys or focus groups or other means.

To the right of the title of the measure you see the mode. So, if it's a transit specific measure, you know, all means bus, rail, streetcar and paratransit both Ride Choice and ADA. So, we're calling out the mode that it's applicable to. The source is just giving you a sense of where we would get that data and then the frequency is really the frequency with which we would be reporting out on that particular thing. So, for example, complaints or boardings, I mean, we have that data on an hourly basis, if needed. We would simply be reporting it to you in a monthly format so that you can see progress over time in a way that's broad enough to be meaningful and not so granular to hide the larger trends that we're keying on.

The one last thing I want to correct in looking at the table is on page 2 under operational excellence. One of our metrics is percentage of completed trips. The mode there is reflected as bus and rail however an excellent point from City of Mesa at TMC, RMC was that we need to make sure that that also includes paratransit and Ride Choice. It absolutely will I just forgot to update the table.

So, with that kind of introduction of both what we were thinking in putting these indicators together, the role that they'll provide both in our implementation of the strategic plan and our reporting to you and then how to read the table.
If there are questions, I can answer, I'd be delighted. If you have feedback, we'd really appreciate it.

Chair Stipp said since this item is presented for information only, we'll just jump right into questions. Vice Mayor.

Vice Mayor Goodman said Mr. Hillyard, a couple of things. So, this is essentially the first iteration of operationalizing this five-year strategic plan and I think those of us that have been involved with these things they mature over time, so hope that year five is much more refined than year one, but I think we can do that.

The other comment is the data needs to inform folks and I didn't see anything in here on how these metrics are going to be reported back, reported back to the board. Is there going to be a dashboard? You know, a green light, yellow light, red light kind of thing? And more importantly, how are the employees going to be made aware of all of this? You know, they're the front face to most of what's detailed here so how are they going to know they're doing a good job or not in moving this forward?

Mr. Hillyard said thank you for those questions. Let me start with the last one because it's a bit more granular and then go back to how we're going to keep you folks in the loop on these.

So, you're absolutely right, you know, measures that aren't connected to the day-to-day work that our staff are doing are window dressing because they're not actually driving performance. And so, the method that we'll be using to implement the actions that then accomplish the initiatives that then move the needle on the goals is we've identified for each particular initiative and its actions for this year who needs to be involved in that.

We're pulling together teams because many of them are cross cutting. Those teams are going to be working to develop the implementation plans for those initiatives. It's then the job of the members of that team from each division to be taking that plan back to their team and connecting it to the performance measures and the actions that they use on a day to day basis and my objective is to essentially have a dashboard that each division is using that is reflective of the work that they're doing in support of these actions so that they can see both, again, are they doing their part and then are they seeing the result that's needed. And then they're communicating through that team representative back to the group that's managing the initiative because as we all know, you know, no plan survives first contact with reality. So we'll put together a perfectly good plan and folks will go and do their best to implement it and they're going to find that some things work and some things don't and being able to communicate back to say oh, hey, wait a minute, this seemed like a good idea on paper but it's not working. And then for us to be able to adjust is going to be absolutely critical.

So, a long answer to summarize as what we're presenting to you here today at the indicator level is being cascaded down into very specific operational metrics and action plans at the division level so that everybody in every division is aware of like we're doing this to impact that and if it's not working then we can have a discussion about what we need to do differently.

With respect to reporting to the Board, I didn't include a slide here, I apologize but as part of adoption of the strategic plan, we proposed, and you agreed to quarterly reports on the strategic plan implementation and results. And because we had nine goals we didn't think we could do all nine of those in any one quarter that it would just become overwhelming. So, we divided the goals into two groups, a group of five and a group of four. One of those is a little more customer facing in nature, the other is a little more internal facing in nature. So, we'll be coming back on a quarterly basis essentially twice for each goal throughout the year and reporting back to you on what are we seeing.

You know, one of Chair Stipp's points was that it's important that we're communicating what we're doing, what results we're seeing but we need to do that in a very succinct way. So, I think what I'm anticipating, and we'll get feedback on your perspective after we've, you know, down that first update is a document that has, as you say, sort of a here's what we said we'd do, here's where we are on doing that or not in a document. And then these top measure indicators of are we seeing movement in the direction that we would anticipate, you know, red, yellow, green. Recognizing that our measures are deliberately broad because they're trying to capture a lot of important effort.

So, we have as one indicator of an excellent customer experience, boardings. And boardings will absolutely be impacted by the quality of service that we provide, by the security that our riders feel. It's also going to be impacted by the price of gas. And so, we've deliberately called these indicators as opposed to performance measures and recognizing that we'll need to have some discussion about what impact we believe we're having on that regular quarterly basis.

Vice Mayor Goodman said going back to your comment that they're overly broad, these measures, if I got that correct, that when everything is important, nothing's important.

So, I think as the team gets used to this kind of a process it's going to be important to identify which of those measures are critical and, you know, which do you need to know, and which are nice to know. Because it's, again, when there's so many things to focus on, they're not looking at the things that are most important. And that's part of that maturation process I think that comes forward with it.

The other comment that I want to make is be very deliberate with how you engage employees in this and not tell them what to do but ask them how to do it. They're the ones doing the job, they're the ones that are going to know where efficiencies can be made and not made. And if they're so focused on the framework of all of this, they're losing sight of what it's supposed to do. So just, again, lessons from my past that where things worked and where we struggled a little bit. Try to simplify it as much as possible and focus on the things that are really important.

My last comment, on reports back to the board, and I said that, you know, green light, yellow light, red light kind of things. The things that I want to look for if I see a yellow or a red light is not just that it's yellow or red but what is Valley Metro doing to turn those things into green. So not just report back but what actions are being taken to improve that particular activity. Thank you.

Chair Stipp said questions down here. Let me start at the very end and then we'll work back this way.

Councilmember Tolmachoff said thank you for the presentation. I'm just curious about the dashboard what's facing the employees and how up to date is the information they're going to be getting? Are they going to be able to get a broad look across all, you know, platforms of service or just specifically what they're doing? I just want to have a better understanding of what the employees are going to see.

Mr. Hillyard said that's absolutely our objective. It's not in place, well, it's partially in place today. So, there are a number of areas where we've got dashboards that are pulling data that is, you know, near real time that's it's lagging a day or so through existing tools. We're in the process in partnership with City of Phoenix implementing a new operations reporting tool called Swiftly that we know is going to give us much richer data on things like on-time performance and missed trips and those kinds of things. That will be a data source for this dashboard.

So, I think your objective and our vision is absolutely aligned. And, to Councilmember Goodman's point, it is going to be a work in progress, so we'll continue to build those out. In lots of cases, especially at the line level the things that are going to be most meaningful to staff are the things that they're doing or counting anyway. So did we get the preventative maintenance work that was scheduled for the month of June done in the month of June. Like, they know that they have that data. And that's an important leading indicator for, you know, will our rail service be reliable because it's not breaking down.

So, yes, that's exactly what we're working towards. We've got some good foundational pieces in place. We've got some new pieces coming online here soon that I think are going to be helpful and as we continue to build that out if you'd like to, you know, come out and see, my goal is for us to literally have, you know, a board in the OMC and in every division's office where staff can stand around as part of a daily or a weekly standup and look at the data and say, okay, what are we seeing in terms of our performance as a team and where can we be doing, you know, where are the problems we need to solve, where can we be doing better. And that team is then empowered to problem solve because they're all looking at it together and making things better because, you know, as Councilmember Goodman said it's at that line level that real progress happens.

Councilmember Tolmachoff said I agree. Mr. Chair, if I could just follow up. So, I know a lot of the data's available in real time and it's good that you're going to be able to get feedback and upload it or however you're going to do it faster but is it going to be an inclusive look? Let's say, for example, you know, and maintenance issue while they understand that they've got to get the job done but there's downstream effects to that that it's, you know, is it going to be helpful for them to see that, you know, things getting behind in this category has an effect over here so they can see big picture on the platform.

Mr. Hillyard said yes, absolutely needs to. Because that alignment's key. You're not just doing it to do it. You're doing it because we're trying to achieve these goals.

Councilmember Tolmachoff said we don't want to have silos. We want to know this, you know, this is everybody's thing.

Councilmember White said thank you so much, Chair. Thank you so much for the presentation as well. If you can go back just one more slide. I'm going to actually be speaking to the measures though and I'm going to get granular just because I want to make sure.

So, as I take a look at this slide, I'm processing through the granular slide and our leadership in execution, I think the source of the feedback that we're going to get that's going to be the Valley Metro employee surveys and that will kind of be annually. And then the board governance, that's going to be a board survey. We're going to get that back annually.

I just wanted to throw out there even though I'm kind of getting granular on this aspect. I noticed that we're getting survey results and survey information, but I don't want us to ask the opposing parties. So, when I think about good governance that's normally the people that that those people serve that give you that feedback. And so, I guess when I think about a board survey was that in terms of us being surveyed or is that going to be a survey of how we are also evaluating what's going on in front of us? How are those measured? Because does Valley Metro staff trust us. You know that I think is just as equally as important as do we trust how the leadership is executing. So, I think we have to be mindful with surveys because you survey certain populations you can survey for the results and outcome that you really want but we want our surveys to actually be valuable and contribute to the overall success of Valley Metro and good governance really take a look at the mirror. We have to see ourselves and that reflection of what we're doing coming right back at us.

Mr. Hillyard said that is such an excellent point. Thank you very much. I've made a note. I think our initial intent in putting this together was that we would work with your staff and your intergovs to put together a survey tool where you guys could essentially evaluate how you feel about both the support that you get from us and about your ability to set regional policy but I think your flip side of does the agency feel it's getting the guidance that it needs to be effective is excellent. Thank you.

Councilmember White said thank you so much.

Vice Mayor Adams said I think you already said this but just for clarification purposes. Are we also surveying the employees as far as their satisfaction?

Mr. Hillyard said absolutely.

Vice Mayor Adams said that's what I thought. I just wanted to make sure.

Mr. Hillyard said critical.

Vice Mayor Adams said we're going 360 so that's good.

Mr. Hillyard said and in several different areas. Like, what we're showing here are a couple of the higher-level rollup about, for example, under execution and leadership we'll be asking do you understand how your work aligns with our strategic plan goals. Because if they don't have that visibility then back to the point that Councilmember Tolmachoff was making what have you accomplished.

But we're also going to ask more detailed questions, for example, about do you feel like you have the ability to grow within Valley Metro and that you're getting the training that you do need and a number of other things that help us sort of peel that onion back and really understand how we can make, you know, the best with our workforce.

Vice Mayor Adams said thank you so much for the clarification.

Chair Stipp said I'm appreciative that we're coming to this point and, you know, that we're going to hopefully use this plan to kind of guide us going forward. Great discussion by everybody. Great questions. I think are very insightful. I think it would be helpful for the board for you collectively, you all, I spent a little time in the South not too long ago, for all ya'll to share what those performance measurements are with the board. I realize you probably think it may just be a management tool but if you want board buy-in, we need to see what they are. And right now, we have this slide which we've seen before on our strategic goals, and we have the next slide which didn't really tell me anything. What are we measuring? How are we measuring it? What are those indicators? Because for us, the only indicator is people are not complaining. We're not getting people coming to the board meeting complaining about being late for work, potentially getting fired or we're not hearing from residents who are complaining about X. That is our only way to measure what is happening unless you are telling us what the rest of it is. So please share those performance measures with the board so that we have some idea of what story we're trying to tell and where we think that this is headed because I think then we build that true partnership between the board and leadership and management of organization.

Which then gets to the point of how the employees feel about us. Well, if we're blind then we can't be doing an effective job, et cetera so bring us into the fold and help us help you going forward. So thank you for the presentation.

12. Travel, Expenditures, and Solicitations

Chair Stipp said Item 12 is for information only. That was presented in our packet which is the travel and expenditures.

13. Executive Session

Chair Stipp said Item 13 is the Joint Board of Directors may vote to enter Executive Session to discuss the amendments to the contract for the contract for Valley Metro's Chief Executive Officers as authorized by Arizona Revised Statute Section 38-431.03(A)(1), (3) and (4).

May I have a motion to go into Executive Session?

Motion by Vice Mayor Goodman, second by Councilmember White.

Before I take the vote, Pat, are there directions for those that are online on how to join?

Ms. Dillon said yes, sir. Board members that are online, you were provided with a confidential link to log into. You'll have to log out of this meeting first, please. And then log into the confidential link and then when the Executive Session is over, we'll come back to this open meeting link.

Chair Stipp said with that, all in favor of going into the Executive Session? Any opposed? Aye have it.

IT WAS MOVED BY VICE MAYOR GOODMAN, SECONDED BY COUNCILMEMBER WHITE, AND UNANIMOUSLY CARRIED TO ENTER EXECUTIVE SESSION.

The regular meeting adjourned to Executive Session at 12:31 p.m.

The regular meeting reconvened at 1:03 p.m.

14. Executive Session Action Item(s)

Chair Stipp said we're going to go ahead and reconvene the Joint board and move into Item 14 which is the Executive Session action item. And I will entertain a motion that we approve the third amendment to the CEO's work agreement.

Motion by Vice Mayor Goodman, second by Councilmember Pastor.

Any discussion? The only thing I'd like to say Jessica is how much I think this board values the work that you've done. The team that you've built and the effort that everybody has put together. Valley Metro has really gone through a major transformation, most of which has been under your direction, so thank you for all the hard work and then that of your team.

Ms. Mefford-Miller said thank you, Mr. Chair. And to the full board, I truly appreciate your trust and your confidence in me and in the Valley Metro team.

Chair Stipp said with that, all in favor, say aye. Any opposed. The ayes have it.

IT WAS MOVED BY VICE MAYOR GOODMAN, SECONDED BY COUNCILMEMBER PASTOR, AND UNANIMOUSLY CARRIED TO APPROVE THE THIRD AMENDMENT TO CHIEF EXECUTIVE OFFICER EMPLOYMENT CONTRACT.

15. Report on Current Events and Suggested Future Agenda Items

Chair Stipp said Item 15 is report on current events and suggested future agenda items. I am not seeing any.

16. Next Meeting

The next meeting of the Joint Boards is scheduled for Thursday, August 22, 2024, at 11:15 a.m.

Without further discussion, the meeting was adjourned at 1:05 p.m.

Information Summary

DATE **AGENDA ITEM 3B**
August 15, 2024

SUBJECT
Title VI Program Update

PURPOSE
To request approval of the 2024 Title VI Program Update

RECOMMENDATION
Staff recommends that the Boards of Directors approve the 2024 Title VI Program Update.

BACKGROUND | DISCUSSION | CONSIDERATION
Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, and national origin by recipients of federal financial assistance, including the denial of meaningful access for limited English proficient persons. The Federal Transit Administration requires that all recipients and sub-recipients of federal funds document their compliance by submitting a Title VI Program every three years. As a sub-recipient of federal funds, Valley Metro has updated its Title VI Program, in coordination with the City of Phoenix. The last update to the Title VI Program was approved in August 2021.

FTA Title VI Circular 4702.1B requires the plans, policies and items listed in the table below to be included in the Title VI Program and updated every three years as necessary. The table also identifies each item that Valley Metro staff has updated within its Program as part of this routine update to comply with FTA requirements.

Plan/Policy/Item	Updated Since 2021
Title VI Notice to the Public	No
Title VI Complaint Policy and Procedures	No
List of Title VI Investigations, Complaints and Lawsuits	Yes
Inclusive Public Participation Plan	No
Language Assistance Plan	Yes
Demographic Data	Yes
System-wide Service Standards and Policies	Yes
Monitoring Transit Services	Yes
Major Service Change and Equity Policy	No
Fare Equity Policy	No
Service and/or Fare Change Analysis	Yes

Table depicting the non-elected planning boards, advisory councils or committee membership	Yes
Minutes for the governing body approval of the Title VI Program Update	Yes

A brief summary of proposed changes is included in the attached memorandum.

COST AND BUDGET
No cost. The cost to conduct the annual monitoring of the system-wide standards and policies and to update the Title VI Program every three years is accomplished in-house with the level of Valley Metro staff currently budgeted.

COMMITTEE ACTION
RTAG: July 16, 2024 for information
TMC/RMC: August 7, 2024 approved
Boards of Directors: August 22, 2024 for action

CONTACT
Trevor Collon
Chief, Capital Development
tcollon@valleymetro.org

ATTACHMENT
Title VI Program Update – Summary of Changes

The Title VI Update Report is available upon request

Memo

To: Trevor Collon, Chief, Capital Development

From: Robert Forrest, Deputy Chief, Capital Planning

Date: June 24, 2024

Re: Title VI Program Update – Summary of Changes

The Federal Transit Administration (FTA) requires all recipients and sub-recipients of federal funds to document their compliance under Title VI of the Civil Rights Act of 1964 by submitting a Title VI Program Update every three years. The Title VI Program consists of plans, policies and items that are required to be updated every three years as necessary. I have coordinated with the City of Phoenix to review all Title VI Program items to determine if they need to be updated and those that need updated drafted necessary updates. Below is a summary for each plan, policy and item:

- Title VI Notice to the Public – The notice was determined to be in full compliance with FTA guidance; therefore, it was not updated.
- Title VI Compliant Policy and Procedures – The complaint policy and procedures on were revised in 2021 to address comments received from the FTA during a routine triennial review and included streetcar service. It was determined that the policy and procures did not need updating in 2024.
- List of Title VI Investigations, Complaints and Lawsuits – This is a list of complaints filed in the last three years, which is required to be filed with the update.
- Inclusive Public Participation Plan – The plan has been updated in 2021 to reflect current methodologies in reaching and communicating with the public and stakeholders. The plan was reviewed and was determined that updates were not required.
- Language Assistance Plan – The plan is updated every three years to determine the population in our region considered “Limited English Proficient” (LEP). The demographic data on the languages spoken and the population size that speaks English less than “very well” has been updated. There are 12 languages and language groups (representing more than 50 different languages) that meet FTA’s definition of an LEP population. Valley Metro’s website has been updated with the ability to translate content into 53 languages. The Spanish speaking population remains as the main LEP population and the one for which vital documents are translated.
- Demographic Data – This data is updated every three years based on the latest American Community Survey data.
- System-wide Service Standards and Policies – The standards were updated in 2021 to include a vehicle load factor for off-peak service per FTA’s guidance. Streetcar service was added to the standards and policies. The standards and policies were reviewed and determined that we needed to update the on-time performance.
- Monitoring Transit Service – The system-wide service standards and policies are monitored every three years to document whether Valley Metro is in compliance. The

updated report shows that Valley Metro is in compliance with our standards and policies.

- Major Service Change and Equity Policy – The policy was updated in 2021. The policy was reviewed and determined that updates were not required.
- Fare Equity Policy – The policy was updated in 2021. The policy was reviewed and determined that updates were not required.
- Service and/or Fare Change Analysis – A Title VI analysis is performed for all proposed service changes that are considered “Major” and for all proposed fare changes. The 2024 Title VI Program Update includes all the Title VI Analyses that have been performed from May 2021 to July 2024.
- Table Depicting the Non-Elected Planning Boards, Advisory Councils or Committees Memberships – This table has been updated to reflect the current members of the boards and management committees.

Information Summary

DATE
August 15, 2024

AGENDA ITEM 3C

SUBJECT
Authorization to issue a competitive solicitation for Financial Modelling Software

PURPOSE
To request authorization for the Chief Executive Officer (CEO) to issue a competitive solicitation for financial modelling software.

RECOMMENDATION
Staff recommends that the Boards of Directors authorize the CEO to issue a competitive solicitation for financial modelling software.

BACKGROUND | DISCUSSION | CONSIDERATION
Valley Metro's Transit Life Cycle Program (TLCP) is currently managed through a pair of financial models built over a decade ago. The Bus model was developed through an Access database in 2011, and the Rail model was developed in 2005 and re-engineered in 2012 using an Excel spreadsheet. These aging tools present multiple hurdles to Finance staff, including:

- Inability to implement all new rules and requirements introduced by Prop 479
- Difficulty finding qualified personnel to maintain and update the tools
- Inability to drill down through levels of detail within a report
- Inability to provide route/city level details
- Inability to provide direct, anytime visibility to city partners

The first initiative for Strategic Plan goal 9, Financial Sustainability, is "Develop and maintain short and long-term financial forecasts and cash reserve policies to ensure an ongoing financially balanced program." As a result, staff requests permission to issue a competitive solicitation for financial modelling software that will allow Valley Metro to consolidate its Financial Planning & Analysis (FP&A) processes and reporting into a unified tool that is capable of:

- Providing a comprehensive view of the agency's financial information
- Adapting to the changes introduced by Prop 479
- Allowing the data to be collated and reported at various levels from various perspectives
- Providing self-service access to member city partner staff and internal stakeholders for improved availability and transparency

- Handling new transit modes (e.g. streetcar, micro-transit, etc.) and new funding sources as they are adopted
- Saving an estimated 30 person-hours per month spent on maintaining the current models and manual reporting processes

COST AND BUDGET
Costs submitted in responses will be subject to either a price analysis or cost analysis, including comparison to an independent cost estimate. Specific costs and budget impact will be disclosed at the time there is a request for award.

COMMITTEE ACTION
RTAG: July 16, 2024 for information
TMC/RMC: August 7, 2024 approved
Boards of Directors: August 22, 2024 for action

CONTACT
Ken Kessler
Chief Financial Officer
kkessler@valleymetro.org

ATTACHMENT
None

Authorization to issue a competitive solicitation for Financial Modeling Software

1

Financial Modeling Software

- Current State
  - PTF-focused, missing non-PTF funding sources and outlays
  - City staff have no visibility into assumptions and variables
  - No current year actuals, actuals only become available after year-end close process
  - RPTA model has no capability for charts or dashboards
  - Data is only available through static, snapshot-in-time reports
  - Due to the effort required, reports are only produced and available for sub-regional meetings and budget process
  - Adjustments beyond changing variables (e.g. new routes , cities, Prop 479) require paid modification to the models

2

2

Financial Modeling Software

- Future State
  - Full range of funding streams and outlays included
  - City staff have anytime access to the model including key assumptions and may perform their own analysis
  - Incorporate current year actuals at each month-end closing
  - Dashboards and graphical summary of key information
  - Adjust any model components including assumptions on the fly allowing consideration of a larger range of scenarios and adaptation for new modes and rules (e.g. Prop 479)

3

VALLEY METRO

3

Financial Modeling Software

- Oracle ERP
  - Financial modeling is a capability of a separate module that was not part of the initial procurement
  - Oracle will have the opportunity to bid on the procurement, but there are other alternatives with different capabilities at comparable price points

4

VALLEY METRO

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Information Summary

DATE
August 15, 2024

AGENDA ITEM 4

SUBJECT
Enterprise Governance, Risk, and Compliance Software Contract Award

PURPOSE
To request authorization for the Chief Executive Officer (CEO) to enter into a cooperative contract for governance, risk, and compliance (GRC) software.

RECOMMENDATION
Staff recommends that the Boards of Directors authorize the CEO to execute a cooperative contract under the Maricopa County Strategic Alliance for Volume Expenditures (SAVE) for Origami Risk GRC software in the amount of $1,182,400, plus 10% contingency for a total not to exceed $1,300,600, for a three-year period (FY 2025 – FY 2027).

BACKGROUND | DISCUSSION | CONSIDERATION
During the FY 2024 planning process, key agency departments identified multiple needs around risk management and regulatory compliance. Legal was seeking to document and monitor claims internally and be able to pull meaningful risk data to provide the best possible counsel to inform agency decisions. Internal Audit was seeking to improve audit planning, timeliness of audits, and agency risk management practices by centralizing risk information, communication, documentation, and reporting along with automating repetitive processes. Safety, Security and Quality Assurance was seeking a centralized and streamlined mechanism to:

- manage audits and inspection plans along with resulting action items
- develop and track progress against corrective action plans
- conduct accident investigations and root cause analysis
- assess and manage occupational hygiene and workplace hazards
- manage ergonomic assessments and track resulting determinations
- manage and maintain Safety Data Sheets for a variety of chemicals
- manage environmental compliance (e.g. wastewater, air quality, etc.)
- intake and manage work permitting and Lock-Out/Tag-Out (LOTO) requests
- develop, maintain, and distribute Standard Operating Procedures (SOPs)
- manage training requirements, expirations, and ongoing reminders and alerts
- maintain insight into safety data tracked by HR, Operations, and Maintenance

Over the course of FY 2024 the IT Project Management Office (PMO) conducted requirements gathering, reviewed commercial off-the-shelf (COTS) GRC platform offerings available through approved cooperative contracts, and arranged demonstrations of leading products for the stakeholders of each business unit. At the end of this process Origami Risk was identified as the preferred GRC platform due to its ability to meet needs across all the business units combined with its ease of use. The following modules will be required:

- Claims Administration - Legal and Human Resources
- Environmental, Health, & Safety - Transit Safety
- Governance, Risk, & Compliance - Internal Audit and Information Security

COST AND BUDGET

The funds for the software licensing and support outlined in this memo are already included in the RPTA and VMR FY 2025 Operating and Capital Budget requests and are included in the accompanying five-year budget projections (FY 2026 – FY 2029). In addition to the amounts detailed below, a 10% contingency is requested for any unanticipated implementation, customization, or integration costs over the period. This results in a total request for authorization not to exceed $1,300,600 over the next three years. The RPTA portion is $650,300 and the VMR portion is $650,300.

Module	Year 1[1]	Year 2	Year 3
Governance, Risk, & Compliance	$325,375	$144,375	$144,375
Claims Administration	$175,975	$71,925	$71,925
Environmental, Health, & Safety	$118,450	$65,000	$65,000
Annual Subtotal:	**$619,800**	**$281,300**	**$281,300**
3-Year Total:			**$1,182,400**

Origami Risk will be procured through the vendors and cooperative contracts listed below to ensure a competitively negotiated price and leverage the better volume discounts available through the contracts. If a different vendor on the below list, or a different Procurement-approved cooperative vehicle provided by one of the vendors listed below offers a more advantageous price, that vendor/cooperative vehicle combination may be used to realize those savings.

Vendor	Cooperative Vehicle	Contract #
Origami Risk	Strategic Alliance for Volume Expenditures (SAVE)	171170-RFP

COMMITTEE ACTION

RTAG: July 16, 2024 for information
TMC/RMC: August 7, 2024 approved
Boards of Directors: August 22, 2024 for action

[1] Includes implementation services

CONTACT
Phil Ozlin
Chief Information Officer
pozlin@valleymetro.org

ATTACHMENT
None

Enterprise Governance, Risk, and Compliance (GRC)

1

Enterprise Governance, Risk, & Compliance

- Legal
  - Claims management
- Internal Audit
  - Centralize risk info & audit communication, documentation, & reporting
- Safety, Security, & Quality Assurance
  - Manage audit, inspection, and corrective action plans
  - Manage and document accident investigations and root cause analysis
  - Manage Standard Operating Procedures and training compliance
- Information Security
  - Cybersecurity risk, vulnerabilities, and exceptions tracking
- Human Resources
  - Centralized policy management and workman's compensation claims

2

2

Recommendation

Staff recommends that TMC/RMC forward to the Boards of Directors a request for the CEO to execute a cooperative contract under the Maricopa County Strategic Alliance for Volume Expenditures (SAVE) for Origami Risk GRC software in the amount of $1,182,400, plus 10% contingency for a total not to exceed $1,300,600, for a three-year period (FY 2025 – FY 2027).

VALLEY METRO

Information Summary

DATE **AGENDA ITEM 5**
August 15, 2024

SUBJECT
Strategic Plan Actions for FY 2025 (Part 1)

PURPOSE
To update the Boards of Directors on the actions Valley Metro will be taking in FY 2025 in pursuit of its FY 2025 – FY 2030 Strategic Plan goals.

RECOMMENDATION
This item is presented for information

BACKGROUND | DISCUSSION | CONSIDERATION
The Boards of Directors approved Valley Metro's FY 2025 – FY 2030 Strategic plan in January 2024. The approved plan includes nine overarching goals for the five-year period. Under each goal, the plan identified four to five "initiatives" to impact the goals. In each of the plan's five years, Valley Metro will identify and implement specific actions to accomplish the initiatives in pursuit of the goals.

A rotating quarterly reporting cycle has been established to update the Boards of Directors on both the progress and outcomes associated with the Strategic Plan's implementation. This update will overview the actions being taken in FY 2025 in pursuit of goals 1, 3, 4, 5, and 8. The November update will overview the actions intended to impact goals 2, 6, 7, and 9. Corresponding updates in February and May will focus on the staus of the FY 2025 actions, the applicable goal indicators, and initiative performance measures.

In the attached presentation, the notation "($)" denotes an action explicitly funded in the FY 2025 or FY 2024 budget.

COMMITTEE PROCESS
TMC/RMC: August 7, 2024, for information
Boards of Directors: August 22, 2024, for information

CONTACT
Jim Hillyard
Chief Administrative Officer
jhillyard@valleymetro.org

ATTACHMENT
Strategic Plan FY 2025 Action.ppt

Valley Metro Strategic Plan

FY 2025 Initiatives & Actions

1

Goal Progress Board Reporting Cycle

(2) Invest in Staff
(6) Leadership & Execution
(7) Board Governance
(9) Financial Sustainability

(1) Customer Experience
(3) Security
(4) Data & Technology
(5) Engagement
(8) Operational Excellence

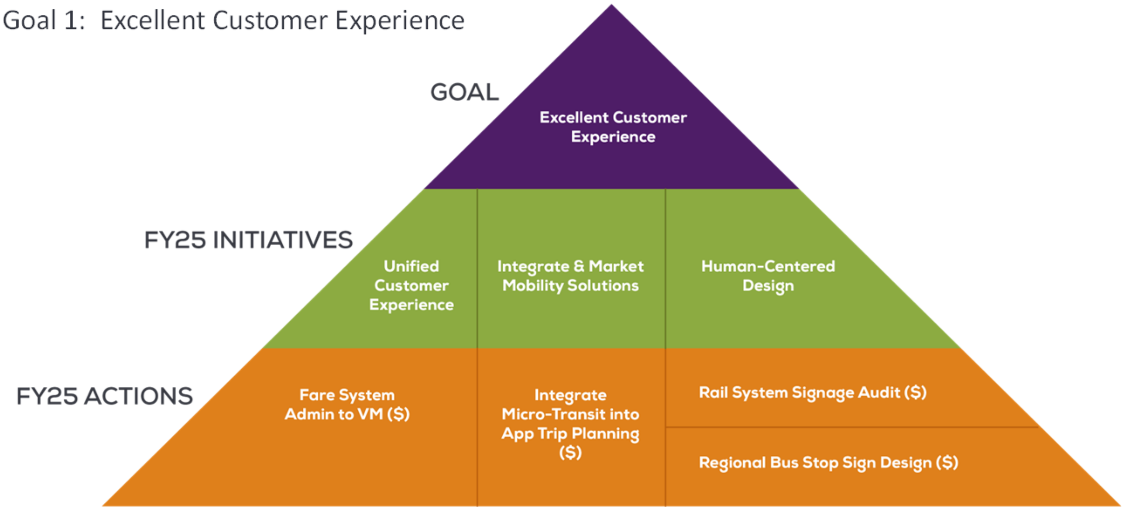
(1) Customer Experience
(3) Security
(4) Data & Technology
(5) Engagement
(8) Operational Excellence

(2) Invest in Staff
(6) Leadership & Execution
(7) Board Governance
(9) Financial Sustainability

2

2

Goal 1: Excellent Customer Experience



3

VALLEY METRO

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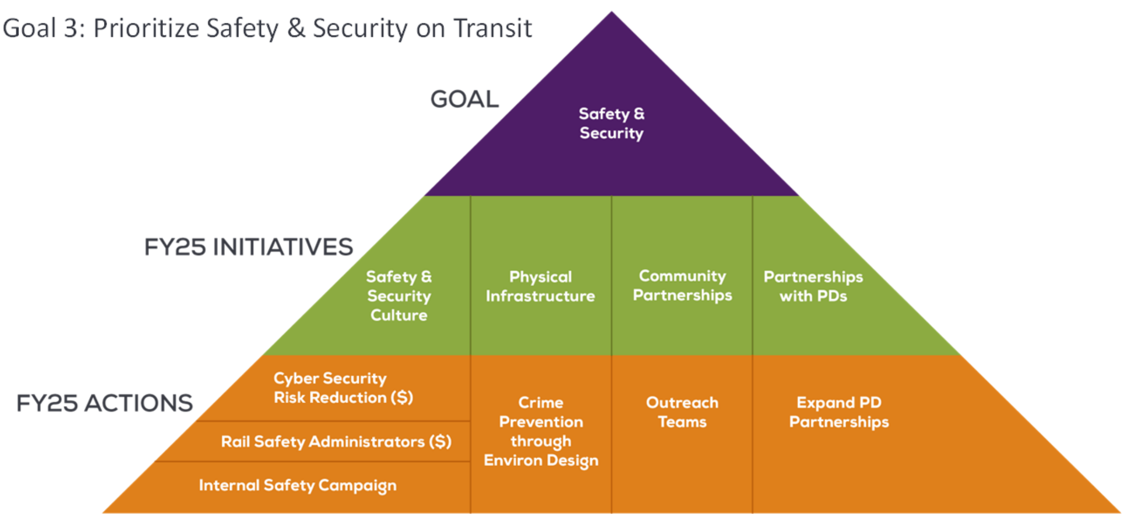
Goal 3: Prioritize Safety & Security on Transit



4

VALLEY METRO

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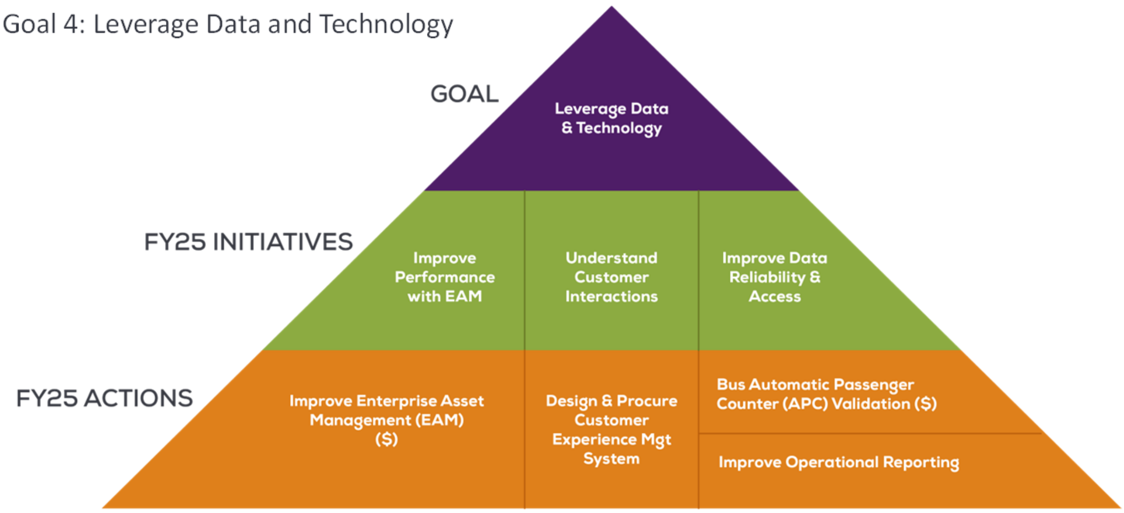
Goal 4: Leverage Data and Technology



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VALLEY METRO

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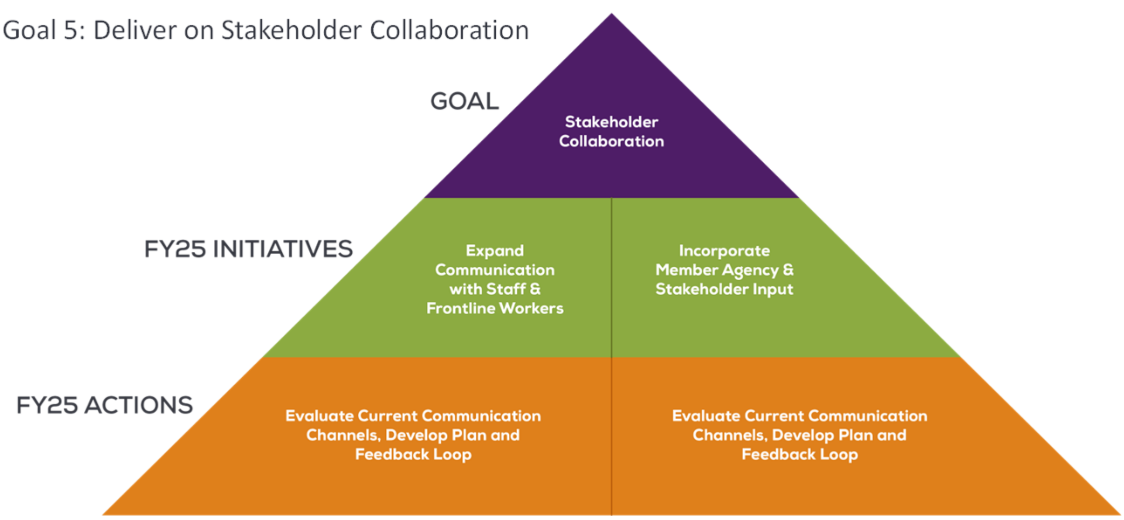
Goal 5: Deliver on Stakeholder Collaboration



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VALLEY METRO

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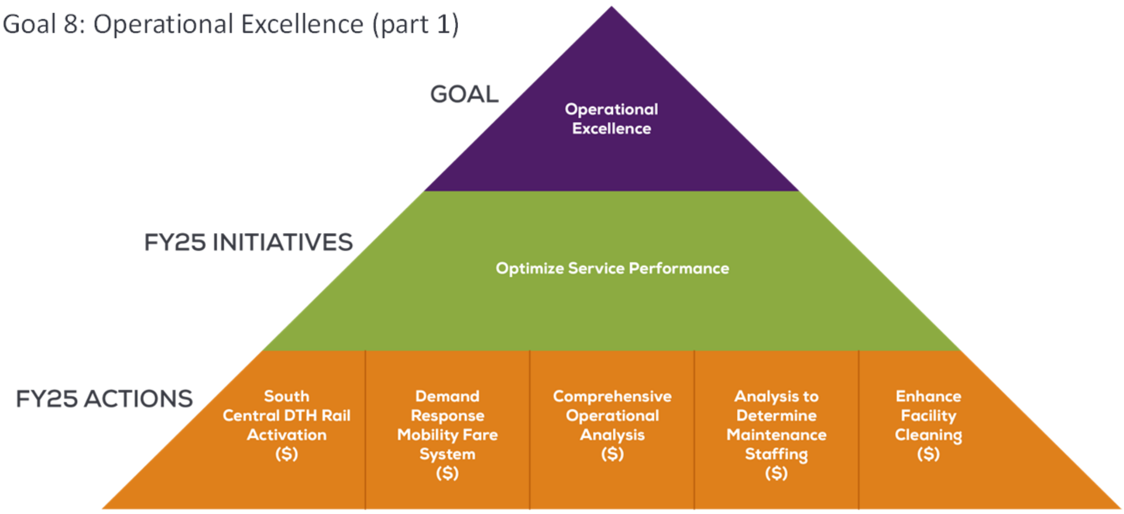
Goal 8: Operational Excellence (part 1)



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VALLEY METRO

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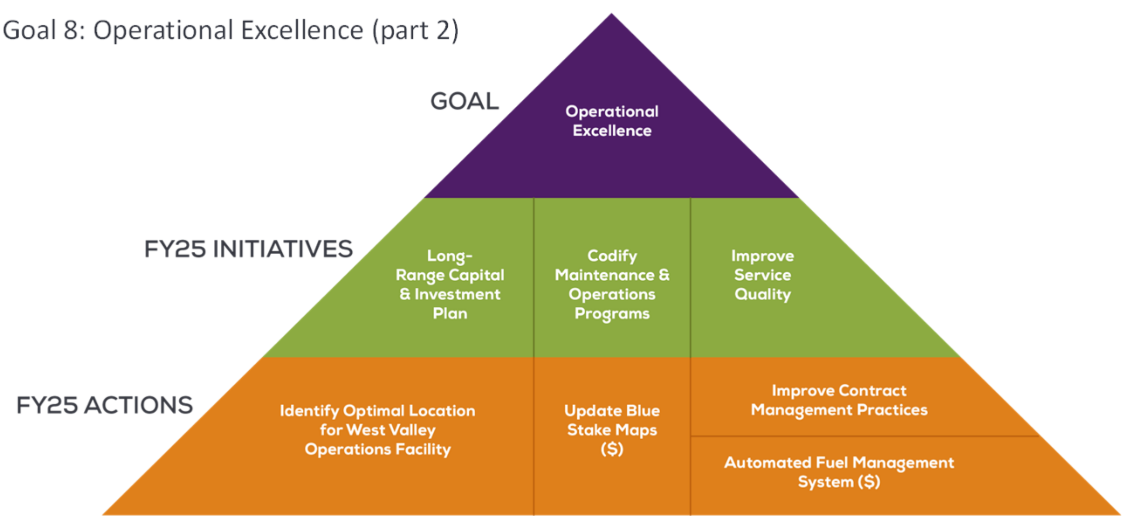
Goal 8: Operational Excellence (part 2)



8

VALLEY METRO

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Information Summary

DATE **AGENDA ITEM 6**
August 15, 2024

SUBJECT
Travel and Expenditures

PURPOSE
The monthly travel and expenditures are presented for information.

RECOMMENDATION
This item is presented for information only.

BACKGROUND | DISCUSSION | CONSIDERATION
None

COST AND BUDGET
None

COMMITTEE PROCESS
None

CONTACT
Ken Kessler
Chief Financial Officer
Kkessler@valleymetro.org

ATTACHMENTS
Valley Metro Travel Report
Valley Metro RPTA and Valley Metro Rail Monthly Accounts Payable over $25,000

Valley Metro
Travel Reimbursement Report

Job Title	Purpose of Travel	Location	Dates Traveled	Total Travel Cost	Airfare	Other Transport	Lodging	Meals	Misc.
Deputy Director Maintenance	Testing on TVMs	Huntsville, AL	4/22/24-4/27/24	$2,520.68	$738.20	$543.05	$832.43	$407.00	
Chief Auditor	Institute of Internal Auditors Leadership Academy	Orlando, FL	4/27/24-5/01/24	$0.00	-	-	-	-	
Chief Maintenance Officer	Pre-Production Mtg with Gillig	Livermore, LA	5/05/24-5/08/24	$1,490.34	$681.97	$224.88	$428.49	$155.00	
Manager, Bus Fleet & Tech Support	Pre-Production Mtg with Gillig	Livermore, LA	5/05/24-5/08/24	$1,265.46	$681.97		$428.49	$155.00	
Capital Planning Manager	Mpact Nat'l Steering Com Mtg	Seattle, WA	5/05/24-5/08/24	$1,577.95	$377.96	$20.70	$952.29	$227.00	
Capital Program Biz Manager	WTS Int'l Annual Conference 2024	New Orleans, LA	5/07/24-5/10/24	$1,391.40	$380.20	-	$772.45	$163.75	$75.00 [1]
Manager, TDM	2024 FL Commuter Transp Summit	Ft Lauderdale, FL	5/19/24-5/22/24	$1,279.89	$368.98	$50.65	$623.76	$196.50	$40.00 [2]
Manager, Transit Safety	Interviewee Candidate	Phoenix, AZ	5/14/24-5/14/24	$449.71	$397.96		$51.75		
Service Planning & GIS Manager	APTA Mobility Conference	Portland, OR	4/29/24-4/30/24	$918.67	$528.30	$38.82	$254.05	$97.50	
Deputy Director, Service Planning	Mpact Nat'l Steering Com Mtg	Seattle, WA	5/05/24-5/08/24	$1,639.16	$407.96	$51.91	$952.29	$227.00	

Total this reporting period $12,533.26

Year to Date **$106,578.81**

Report reflects Out of State (AZ) Travel

** Misc*
[1] Baggage Fees
[2] Boarding Upgrade

Valley Metro Regional Public Transportation Authority
Monthly AP Payments over $25,000
May 2024

Payment Number	Date	Supplier or Party Name	Transaction Description	Amount
10002353	5/17/2024	Keolis Transit Services LLC	Fixed Route Bus Operations/Maintenance/Professional Services	7,356,722.81
10002291	5/3/2024	First Transit Inc	City of Tempe-Fixed Route Bus Operations and Maintenance Service	7,091,796.35
90000289	5/3/2024	ADP Inc	PPE 04/28/2024 Payroll Liabilities	1,332,602.03
90000297	5/30/2024	ADP Inc	PPE 05/26/2024 Payroll Liabilities	1,328,764.16
90000294	5/17/2024	ADP Inc	PPE 05/12/2024 Payroll Liabilities	1,310,135.30
10002303	5/3/2024	MTM Transit LLC	Paratransit/Mobility Service and Fuel	1,227,934.75
10002326	5/10/2024	Keolis Transit Services LLC	Fixed Route Bus Operations/Maintenance/Professional Services	963,259.03
10002314	5/10/2024	Scheidt & Bachmann USA Inc	Hardware and Software Maintenance Support	887,420.52
10002330	5/17/2024	J Banicki Construction Inc	Construction Services - JOC	752,271.44
10002306	5/3/2024	MJM Innovations	Ridechoice Management Services	678,044.77
10002369	5/23/2024	MJM Innovations	Ridechoice Management Services	638,684.65
90000295	5/23/2024	Cigna Health and Life Insurance Company	Health Insurance Premiums	560,037.47
90000296	5/30/2024	ASRS	PPE 05/26/24 ASRS Contributions & LTD	353,325.02
90000290	5/17/2024	ASRS	PPE 05/12/24 ASRS Contributions & LTD	346,522.22
90000288	5/3/2024	ASRS	PPE 04/28/24 ASRS Contributions & LTD	341,299.82
10002337	5/17/2024	Dell Marketing LP	Computer Equipment, Peripherals and Supplies	320,535.94
10002321	5/10/2024	MJM Innovations	Ridechoice Management Services	280,130.85
10002385	5/30/2024	Commute with Enterprise	Van Pool Services	260,269.23
10002322	5/10/2024	MJM Innovations	Broker Services	251,630.23
10002307	5/3/2024	Commute with Enterprise	Van Pool Services	227,692.85
10002297	5/3/2024	QCM Technologies Inc	Cybersecurity Program Support	209,689.39
10002372	5/30/2024	101 North First Ave LLC	101 Building Rent	188,281.39
10002320	5/10/2024	Vix Technology USA Inc	Customer Service Network Fees	185,477.00
90000298	5/31/2024	Surepays	RPTA Monthly Utilities	109,202.70
90000291	5/17/2024	Wells Fargo Bank	Monthly Credit Card Charges	107,498.63
10002391	5/30/2024	MJM Innovations	Broker Services/Pass Through Provider Costs	103,425.55
10002345	5/17/2024	Vix Technology USA Inc	Customer Service Network Fees	92,738.50
10002365	5/23/2024	Senergy Petroleum LLC	Bulk Fuel	82,700.59
10002335	5/17/2024	Vehicle Technical Consultants	Bus Inspection Services - Inspector	77,292.50
10002325	5/10/2024	Keolis Transit Services LLC	Engines and Transmissions	76,642.26

10002324	5/10/2024	Keolis Transit Services LLC	Engines and Transmissions	76,617.03
1002302	5/3/2024	CopperPoint Insurance Company	May 2024 Rent and CAM Charges	66,836.78
1002362	5/30/2024	CopperPoint Insurance Company	June 2024 Rent and CAM Charges	57,724.37
10002373	5/30/2024	ACRO Service Corporation	Staffing Services	53,527.64
1002333	5/10/2024	Hackett Advertising Public Relations In	Marketing Services - Final Four	51,909.60
10002315	5/10/2024	Vehicle Technical Consultants	Bus Inspection Services - Inspector	49,304.60
10002327	5/17/2024	ACRO Service Corporation	Staffing Services	48,616.29
10002339	5/17/2024	Senergy Petroleum LLC	Bulk Fuel	42,547.75
10002288	5/3/2024	ACRO Service Corporation	Staffing Services	41,993.16
10002300	5/3/2024	Senergy Petroleum LLC	Bulk Fuel	41,227.98
1002348	5/17/2024	The Colibri Collective	Community Relations Support Services	37,096.25
10002310	5/10/2024	ACRO Service Corporation	Staffing Services	36,894.71
1002325	5/10/2024	City of Scottsdale, Remittance Processi	PTF Reimbursement - Regional Fixed Route Service Operations	34,494.00
10002377	5/30/2024	CDW Government LLC	Software - Woolpert Google Maps	32,677.52
1002366	5/30/2024	The Colibri Collective	Community Relations Support Services	29,970.98
10002329	5/17/2024	HDR Engineering Inc	Community Relations Support Services	28,756.06
10002350	5/17/2024	Keolis Transit Services LLC	Engines and Transmissions	28,681.59
10002352	5/17/2024	Keolis Transit Services LLC	Engines and Transmissions	28,363.99
10002351	5/17/2024	Keolis Transit Services LLC	Engines and Transmissions	26,645.73
				28,555,913.98

Valley Metro Rail, Inc
Monthly AP Payments over $25,000
May 2024

Payment Number	Date	Supplier or Party Name	Transaction Description	Amount
50002178	5/17/2024	Kiewit Infrastructure West Co	CMAR Services for South Central-Downtown Hub	20,075,994.13
50002211	5/23/2024	J Banicki Construction Inc	Construction Services - JOC	1,171,428.74
50002126	5/3/2024	Kiewit-McCarthy, a Joint Venture	CMAR Services for Northwest Phase II	882,962.57
50002198	5/23/2024	Allied Universal Security Services	Fare Inspection and Security Services	835,350.37
50002175	5/17/2024	Hill International Inc	PMCM Services	823,741.34
50002154	5/10/2024	Hill International Inc	PMCM Services	655,216.98
5002626	5/17/2024	APS	Third Party Utilities - NWE II	637,263.02
50002164	5/10/2024	SRP	Construction Utilities SCE	632,556.49
50002148	5/10/2024	Alternate Concepts Inc	Transportation Services - Direct Labor	397,668.86
50002135	5/3/2024	Centurylink	Third Party Construction Utilities	317,861.16
50002155	5/10/2024	Stacy and Witbeck Inc	JOC-Supplemental Construction Services	283,565.32
50002229	5/30/2024	SRP	Construction Utilities SCE	236,484.98
5002643	5/23/2024	Peoria Ford	New Vehicle Purchases	234,699.20
5002582	5/3/2024	Peoria Ford	New Vehicle Purchases	227,188.74
50002214	5/23/2024	Siemens Mobility Inc	Vehicle Communication and Video System Upgrade	214,386.39
50002177	5/17/2024	J Banicki Construction Inc	Construction Services - JOC	200,666.66
50002168	5/17/2024	ARCADIS	Consulting Support Services	194,646.03
90000035	5/31/2024	Surepays	VMR Monthly Utilities	191,828.97
50002144	5/3/2024	City of Phoenix	Quarterly Advertising Revenue	180,098.50
50002146	5/3/2024	City of Phoenix	Quarterly Advertising Revenue	162,916.45
50002124	5/3/2024	HDR Engineering Inc	Service Planning Support	152,923.49
50002174	5/17/2024	HDR Engineering Inc	Community Relations Support Services	145,768.38
50002224	5/30/2024	HDR Engineering Inc	Service Planning Support	140,446.42
5002576	5/3/2024	B & C Transit Inc	SCADA Support	130,000.00
50002133	5/3/2024	City of Tempe	Quarterly Advertising Revenue	126,003.99
50002128	5/3/2024	PGH Wong Engineering Inc	System Design Services - SCE	119,536.04
50002182	5/17/2024	SDB Contracting Services	JOC-Supplemental Construction Services	117,731.47
5002580	5/3/2024	City of Mesa	Quarterly Advertising Revenue	115,484.43
50002165	5/10/2024	SRP	Construction Utilities SCE	112,386.79
50002131	5/3/2024	Traction Systems Inc	NDA Shield	111,818.70

50002191	5/17/2024	City of Phoenix	Quarterly Regional Wireless Billing	109,256.67
50002213	5/23/2024	Penn Machine Company LLC	Tire and Tire Kits	106,280.00
50002117	5/3/2024	AECOM Technical Services Inc	Service Planning Support	98,937.04
50002217	5/23/2024	URW LLC	Alignment Granite Refresh	95,272.90
50002156	5/10/2024	Prestamos CDFI LLC	Small Business Financial Assistance Program	77,940.02
50002183	5/17/2024	Siemens Mobility Inc	Module and Chopper Brake	73,849.20
50002180	5/17/2024	Priscila De Carvalho	SCE - Public Art Services - Fabrication Install	70,000.00
50002147	5/10/2024	AECOM Technical Services Inc	Service Planning Support	67,979.01
50002166	5/10/2024	City of Phoenix	TVM Inventory Coin Order	67,000.00
5002574	5/3/2024	All Fleet Services	Other Services allowable for Non-Revenue Vehicles	62,159.05
5002585	5/3/2024	Jenco Inc	Lighting Install	62,143.64
50002125	5/3/2024	Jacobs Engineering	Design Services for NWE Phase II	55,732.74
5002651	5/30/2024	Peoria Ford	New Vehicle Purchases	50,250.06
5002628	5/17/2024	Jenco Inc	Lighting Install	43,543.77
5002609	5/10/2024	Jenco Inc	Lighting Install	42,086.52
50002193	5/17/2024	City of Phoenix	Quarterly Regional Wireless Billing	35,741.71
50002163	5/10/2024	WEX Bank	Fleet Card Services	34,429.40
50002209	5/23/2024	HBL America Inc	Battery Replacement for TPSS buildings	32,250.00
5002645	5/23/2024	STV Incorporated	Project Development Support	31,313.93
50002197	5/23/2024	AECOM Technical Services Inc	Service Planning Support	28,035.82
50002143	5/3/2024	City of Phoenix	Quarterly Advertising Revenue	27,760.07
50002185	5/17/2024	Voestalpine Nortrak Inc	Hydraulic pump unit	27,481.65
50002216	5/23/2024	TransTech of South Carolina Inc	Complete Collector Head	26,926.00
50002200	5/23/2024	Award Winning Restorations	Accident Repair of Train	25,627.15
				31,180,620.96

Valley Metro
Travel Reimbursement Report

Job Title	Purpose of Travel	Location	Dates Traveled	Total Travel Cost	Airfare	Other Transport	Lodging	Meals	Misc.	
Chief Executive Officer	APTA Mobility Conference	Portland, OR	4/27/24-5/01/24	$1,429.00	$678.96	$42.00	$580.04	$128.00		
Transit Security Manager	APTA Sec & Emerg Mgmt Rndtble	Cleveland, OH	5/31/24-6/02/24	$1,608.97	$750.62	$139.84	$575.76	$142.75		
Chief Transportation Officer	APTA Rail Conference	Cleveland, OH	6/01/24-6/05/24	$1,930.00	$497.96	$32.22	$1,123.32	$276.50		
Manager, Rail Operations	APTA Rail Conference	Cleveland, OH	6/01/24-6/05/24	$1,897.78	$497.96		$1,123.32	$276.50		
Labor Compliance Officer	Spark: Kansas City 2024	Kansas City, MO	6/05/24-6/07/24	$1,091.89	$358.96	$167.81	$431.62	$133.50		
Risk Manager	Interviewee Candidate	Phoenix, AZ	6/12/24-6/13/24	$1,032.56	$784.20	$33.03	$123.83	$91.50		
Rail Vehicle Engineer	Interviewee Candidate	Phoenix, AZ	6/13/24-6/14/24	$1,076.83	$707.97	$99.12	$178.99	$90.75		
Asst Mgr, Rail Operations	Interviewee Candidate	Phoenix, AZ	6/13/24-6/14/24	$1,047.42	$809.96		$133.96	$103.50		
Accountant III	GFOA Annual Conference	Orlando, FL	6/09/24-6/12/24	$1,967.39	$745.70	$132.40	$848.79	$180.50	$60.00	1
Chief Executive Officer	APTA Rail Conference	Cleveland, OH	6/02/24-6/05/24	$1,575.99	$856.96	$101.58	$474.70	$142.75		
Asst Mgr, Rail Operations	Interviewee Candidate	Phoenix, AZ	6/13/24-6/14/24	$648.30	$353.97	$12.00	$123.83	$103.50	$55.00	1
Capital Planning Manager	Mpact Nat'l Steering Com Mtg	Philadelphia, PA	6/25/24-6/28/24	$1,589.51	$628.95	$21.54	$694.02	$245.00		
Manager, Bus Operations	Interviewee Candidate	Phoenix, AZ	6/30/24-7/01/24	$1,362.33	$998.95	$103.41	$156.47	$103.50		

Total this reporting period	$18,257.97
Year to Date	**$124,915.24**

Report reflects Out of State (AZ) Travel

** Misc*

[1] Baggage Fees

Valley Metro Regional Public Transportation Authority
Monthly AP Payments over $25,000
June 2024

Payment Number	Date	Supplier or Party Name	Transaction Description	Amount
10002465	6/28/2024	Keolis Transit Services LLC	Fixed Route Bus Operations/Maintenance/Professional Services	7,336,914.10
10002456	6/28/2024	City of Tempe	EVBOM Lease and Fuel (July 2023 – March 2024)	6,490,933.50
10002400	6/6/2024	City of Phoenix	Fixed Route Bus Operations/Maintenance/Professional Services	5,393,971.90
10002401	6/6/2024	City of Phoenix	Fixed Route Bus Operations/Maintenance/Professional Services	5,393,971.90
90000300	6/14/2024	ADP Inc	PPE 06/09/2024 Payroll Liabilities	1,494,928.02
90000304	6/28/2024	ADP Inc	PPE 06/23/2024 Payroll Liabilities	1,339,615.57
10002466	6/28/2024	Keolis Transit Services LLC	Fixed Route Bus Operations/Maintenance/Professional Services	963,259.03
10002460	6/28/2024	MJM Innovations	Ridechoice Management Services	890,956.01
90000301	6/21/2024	Cigna Health and Life Insurance Company	Health Insurance Premiums	552,656.76
10002461	6/28/2024	City of Phoenix	RTP Reimbursement	481,413.35
10002422	6/14/2024	MJM Innovations	Broker Services	446,513.66
1002378	6/14/2024	DH Pace Company Inc	Greenfield Door Replacemets, Locking Systems and Room Dividers	396,025.50
90000299	6/14/2024	ASRS	PPE 06/09/24 ASRS Contributions & LTD	360,278.42
90000303	6/28/2024	ASRS	PPE 06/23/24 ASRS Contributions & LTD	357,207.16
10002458	6/28/2024	National Express Transit Corporation	West Valley Contracted Fixed Route and Maintenance Services	332,749.20
10002396	6/6/2024	National Express Transit Corporation	West Valley Contracted Fixed Route and Maintenance Services	325,813.06
10002421	6/14/2024	MJM Innovations	Ridechoice Management Services	323,991.71
10002438	6/21/2024	National Express Transit Corporation	West Valley Contracted Fixed Route and Maintenance Services	322,218.16
10002450	6/28/2024	Trapeze Software Group	ATIS Software License and Maintenance Agreement	133,146.86
90000305	6/30/2024	Surepays	RPTA Monthly Utilities	124,763.07
10002453	6/28/2024	Senergy Petroleum LLC	Bulk Fuel	114,041.03
1002402	6/21/2024	The Colibri Collective	Community Relations Support Services	99,316.29
1002404	6/21/2024	Regional Transportation Authority of Pi	Ajo 685 Long Route Trips	98,300.57
10002437	6/21/2024	Vix Technology USA Inc	Customer Service Network Fees	92,738.50
90000302	6/21/2024	Wells Fargo Bank	Monthly Credit Card Charges	89,196.23
10002414	6/14/2024	ACRO Service Corporation	Staffing Services	61,028.52
10002409	6/14/2024	Senergy Petroleum LLC	Bulk Fuel	52,836.80
10002441	6/28/2024	101 North First Ave LLC	101 Building Rent - Common Area Maintenance	51,572.45
1002406	6/28/2024	Hye Tech Network & Security Solutions L	Telecommunicatons & Networking Equipment	44,550.90
10002464	6/28/2024	City of Phoenix	Funds remitted to FTA for sale of vans.	44,023.00

1002379	6/14/2024	Magnetry LLC	Marketing and Advertising Services	43,975.75
1002382	6/14/2024	WestGroup LLC	Market Research Services	34,837.50
10002418	6/14/2024	HDR Engineering Inc	Community Relations Support Services	34,064.72
10002449	6/28/2024	Scheidt & Bachmann USA Inc	Regional Farebox Project - Storage Fees	30,000.00
				34,351,809.20

Valley Metro Rail, Inc
Monthly AP Payments over $25,000
June 2024

Payment Number	Date	Supplier or Party Name	Transaction Description	Amount
50002295	6/21/2024	City of Phoenix	Repayment of local match for SCE	20,000,000.00
50002309	6/28/2024	Kiewit Infrastructure West Co	CMAR Services for South Central-Downtown Hub	11,647,817.65
50002231	6/6/2024	Alternate Concepts Inc	Transaction Services - Direct Labor Costs	4,302,134.09
50002315	6/28/2024	Stacy and Witbeck Inc	Supplemental Construction Services-Tempe Town Lake Bridge Art Lighting	1,664,063.58
50002264	6/14/2024	Siemens Mobility Inc	Light Rail Vehicles - Milestone Schedule	1,010,586.59
50002246	6/6/2024	Centurylink	Third Party Construction Utilities	1,002,125.79
50002310	6/28/2024	Kiewit-McCarthy, a Joint Venture	CMAR Services for Northwest Phase II	922,600.71
50002275	6/21/2024	Allied Universal Security Services	Fare Inspection and Security Services	784,309.42
90000036	6/30/2024	Surepays	VMR Monthly Utilities	742,951.44
50002307	6/28/2024	Hill International Inc	PMCM Services	680,055.91
5002705	6/21/2024	APS	Third Party Utilities - SCE	618,749.43
50002288	6/21/2024	Stacy and Witbeck Inc	Supplemental Construction Services-Mill & Dorsey Track Repairs	403,233.75
5002677	6/6/2024	APS	Third Party Utilities - SCE	243,604.45
50002313	6/28/2024	PGH Wong Engineering Inc	System Design Services - SCE	198,217.50
50002265	6/14/2024	Whiting Services Inc	Replacement of Jack Load Nuts	196,553.72
50002287	6/21/2024	SDB Contracting Services	JOC-Supplemental Construction Services	195,178.10
50002252	6/6/2024	City of Phoenix	Advertising Revenue Distribution	171,904.47
50002235	6/6/2024	HDR Engineering Inc	Community Relations Support Services	137,471.41
50002255	6/14/2024	Brookville Equipment Corp	Streetcar Vehicle Additional Items	137,096.49
50002319	6/28/2024	Prestamos CDFI LLC	Small Business Financial Assistance Program	117,788.11
50002257	6/14/2024	DLT Solutions LLC	Aconex Project Control System	91,000.00
5002703	6/21/2024	Peoria Ford	New Vehicle Purchases	81,999.38
50002274	6/21/2024	AECOM Technical Services Inc	Service Planning Support - SCE Archaeology	70,047.41
50002289	6/21/2024	Prestamos CDFI LLC	Small Business Financial Assistance Program	62,886.42
50002262	6/14/2024	QCM Technologies Inc	Information Technology Services - Ellipse Maintenance	61,029.34
5002662	6/6/2024	City of Mesa	Advertising Revenue Distribution	59,336.97
50002244	6/6/2024	City of Tempe	Advertising Revenue Distribution	59,106.56
50002297	6/28/2024	Allied Universal Security Services	Fare Inspection and Security Services	46,151.88
50002273	6/14/2024	City of Phoenix	Fare Handling Fee	45,436.00
50002245	6/6/2024	Integrated Power Services LLC	Repair Traction Motor	41,775.00

50002306	6/28/2024	HDR Engineering Inc	Service Planning Support	40,756.87
50002236	6/6/2024	Hugo E Medina	SCE - Public Art Services - Fabrication Install	38,150.00
50002322	6/28/2024	Diego Perez Rangel	SCE - Artist	37,000.00
50002284	6/21/2024	Jacobs Engineering	Design Services for NWE Phase II	33,715.03
50002250	6/6/2024	WEX Bank	Fleet Card Services	32,744.83
50002263	6/14/2024	Scheidt & Bachmann USA Inc	Set LCD Screens	27,218.42
				46,004,796.72

Information Summary

DATE — **AGENDA ITEM 7**

August 15, 2024

SUBJECT

Report on Current Events and Suggested Future Agenda Items

PURPOSE

Chair Harris will provide members the opportunity to report on current events and suggest future agenda items for consideration.

COST AND BUDGET

None

RECOMMENDATION

This item is presented for information only.

BACKGROUND/DISCUSSION/CONSIDERATION

None

COMMITTEE PROCESS

None

CONTACT

Jessica Mefford-Miller
Chief Executive Officer
jmeffordmiller@valleymetro.org

ATTACHMENT

None.

Pending Items Request

Item Requested	Date Requested	Planned Follow-up Date

Agenda

August 15, 2024

Valley Metro RPTA Board of Directors
Thursday, August 22, 2024
Boardroom/Webex
Valley Metro, 101 N. 1st Avenue, 10th Floor
11:15 a.m.

Action Recommended

CONSENT AGENDA

1A. Minutes — 1A. For action

Minutes from the June 20, 2024, Board meeting are presented for approval.

1B. Federal Transit Administration Pass-Through Grant Agreements — 1B. For action

Staff recommends that the Board of Directors authorize the CEO to execute IGAs and change order with the City of Phoenix for the listed grants.

1C. Employee Benefits Consulting Services Contract Award — 1C. For action

Staff recommends that the Board of Directors authorize the CEO to enter into an agreement with Brown & Brown Insurance of Arizona, Inc. for a five-year (3-year base contract plus 2 one-year options) of an agency-wide employee benefits consulting service for an amount not to exceed $379,500.

REGULAR AGENDA

2. Election of Valley Metro RPTA Audit and Finance Subcommittee (AFS) Positions — 2. For action

To fill existing vacancies and ensure regional balance, staff recommends that the Board of Directors elect two RPTA Board Members to serve a two-year term on AFS.

3. Report on Current Events and Suggested Future Agenda Items — 3. For information

Chair Harris will provide members the opportunity to report on current events and suggest future agenda items for consideration.

4. Next Meeting — 4. For information

The next Board meeting is scheduled for **Thursday, September 19, 2024 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

Minutes

August 15, 2024 **AGENDA ITEM 1A**

Valley Metro RPTA
Thursday, June 20, 2024
Lake Powell Conference Room/Webex
101 N. 1st Avenue, 10th Floor
11:15 a.m.

RPTA Meeting Participants
Councilmember Bill Stipp, City of Goodyear - **Chair**
Councilmember Max White, City of Avondale
Councilmember Clay Goodman, City of Buckeye
Councilmember Monica Dorcey, City of El Mirage
Councilmember Lauren Tolmachoff, City of Glendale
Vice Mayor Peggy McMahon, Town of Fountain Hills
Chairman of the Board, Jack Sellers, Maricopa County
Councilmember Francisco Heredia, City of Mesa (phone)
Vice Mayor Jon Edwards, City of Peoria
Councilmember Laura Pastor, City of Phoenix
Councilmember Kathy Littlefield, City of Scottsdale (phone)
Councilmember Aly Cline, City of Surprise (phone)
Vice Mayor Jennifer Adams, City of Tempe
Mayor Rui Pereira, Town of Wickenburg (phone)
Mayor Michael LeVault, Town of Youngtown (phone)

Members Not Present
Vice Mayor O.D. Harris, City of Chandler – **Vice Chair**
Mayor Brigette Peterson, Town of Gilbert
Councilmember Jeff Brown, Town of Queen Creek
Vice Mayor Lupe Bandin, City of Tolleson

Chair Stipp called the meeting to order at 1:05 p.m.

Chair Stipp said with that, we'll move right into the Valley Metro RPTA meeting.

1. Consent Agenda

Chair Stipp said Item 1 is the Consent, which is item A, Minutes, item B, the Ajo service, which is route 685 intergovernmental agreement, 1C is the City of Phoenix grant pass-through intergovernmental agreements, 1D is the review of the bus (non-rail) mode public transportation agency safety plan. And that is the Consent Agenda. May I have a motion to approve?

Motion by Councilmember Tolmachoff, second by Vice Mayor Adams.

Any discussion? Anybody wish to pull any? Seeing none.

All in favor, say aye. Any opposed? Ayes have it.

IT WAS MOVED BY COUNCILMEMBER TOLMACHOFF, SECONDED BY VICE MAYOR ADAMS, AND UNANIMOUSLY CARRIED TO APPROVE THE CONSENT AGENDA ITEMS 1A THROUGH 1D.

2. West Valley Fixed Route Bus Service – Change Order

Chair Stipp said Item 2 is the West Valley fixed route bus service contract change order.

Ms. Mefford-Miller said Mr. Chair, Tom Young, Deputy Chief of Bus and Paratransit Operations is here to present this item. This is a change order to our existing contract with National Express. This would extend this contract allowing us to reprocure this contract. Mr. Young.

Mr. Young said thank you, Jessica and I think you just took my first two sentences, so I'll make this real brief at this point. Chair Stipp, members of the board, as Jessica just said, this is a request for 1 3-year extension on the National Express contract. What I will say about the contract is that it does have a clause for cancellation for convenience and we've communicated with the contractor that our intent is to reprocure this service and that not the full 3 years of the contract.

The prices that they've given us for the extension of the contract primarily for fiscal year '25 is only about a 1.5 percent increase from the current contract. So, we're requesting the authority to extend this contract to afford us time for a reprocurement.

Chair Stipp said I'd like to have a motion to approve the change order to the West Valley fixed route bus service.

Motion by Councilmember White, second by Councilmember Tolmachoff.

I have a motion by Councilmember White. Second by Councilmember Tolmachoff.
Any discussion on this? Seeing none.

All in favor, say aye. Any opposed? The ayes have it.

IT WAS MOVED BY COUNCILMEMBER WHITE, SECONDED BY COUNCILMEMBER TOLMACHOFF, AND UNANIMOUSLY CARRIED TO AUTHORIZE THE CEO TO EXECUTE A CONTRACT CHANGE ORDER WITH NATIONAL EXPRESS TO EXERCISE THE THREE-YEAR OPTION PERIOD. THIS REQUEST ALSO INCLUDES AND INCREASE IN CONTRACT AUTHORITY IN THE AMOUNT OF $13,237,000, PLUS A CONTINGENCY OF $600,000, FOR A TOTAL INCREASE OF NOT TO EXCEED $12,927,000. THE OPTION TERM WILL FROM JULY 1, 2024, THROUGH JUNE 30, 2027.

3. Sublease Agreement with Total Transit Enterprises

Chair Stipp said Item 2 is the sublease agreement with Total Transit. I assume this is related.

Mr. Young said thank you, Chair Stipp, members of the board. This request is for a sublease of the current facility that operates our West Valley by National Express or Total Transit. One of the barriers in procuring providers on the West Valley has always been their requirement to find a facility. With real estate in the West Valley right now and the cost of that real estate, it has, like I said, become a barrier. We feel by leasing this we're not only providing a facility for potential providers as we reprocure the service, but we have found out that it's a substantially reduced cost if we directly provide the facility based on the last time around when other providers did look at the cost of facilities and making them operational for transit.

So once again, request to sublease this facility. The term of the sublease is the full term that Total Transit has leased this facility and we're leasing it with the intent until we find the permanent solution for a west side facility.

I can answer any questions.

Chair Stipp said anybody have questions on this item?

Motion by Vice Mayor Adams, second by Councilmember Pastor.

I have a motion and a second for the sublease agreement with Total Transit. Any discussion?

All in favor, say aye. Any opposed? Ayes have it.

IT WAS MOVED BY VICE MAYOR ADAMS, SECONDED BY COUNCILMEMBER TOLMACHOFF, AND UNANIMOUSLY CARRIED TO AUTHORIZE THE CEO TO EXECUTE A SUBLEASE AGREEMENT FOR THE WEST VALLEY BUS OEPRATIONS AND MAINTENANCE FACILITY BAY AND BETWEEN REGIONAL

PUBLIC TRANSPORTATION AUTHORITY AND TOTAL TRANSIT ENTERPRISES, LLC, FOR THE PERIOD JULY 1, 2024, THROUGH MARCH 30, 2034. THE LEASE COST, INCLUDING TAX, IS $3,896,000, PLUS A CONTINGENCY OF $390,000, FOR A TOTAL NOT TO EXCEED $4,286,000.

4. <u>Fiscal Year 2025 (FY25) Election of Valley Metro RPTA Board Officers and Subcommittee Positions</u>

Chair Stipp said Item 4 is the fiscal year election of Valley Metro RPTA board officers and subcommittees. Before us today is the board officers: RPTA Board Chair, Vice Mayor OD Harris who conveniently is not here today. RPTA Board Vice Chair is Vice Mayor Jennifer Adams from Tempe. And RPTA Board Treasurer is Councilmember Max White.

Do we need to do this all at once or each of those groupings separately?

Ms. Dillon said one motion.

Chair Stipp said and then the Valley Metro RPTA, Valley Metro Rail Joint Board Subcommittee, there are two positions available on that. One would go to the new incoming chair, which is Vice Mayor OD Harris and the second would be Aly Cline of Surprise representing the West Valley.

The third subcommittee that is open is the Audit and Finance Subcommittee. We did receive a letter today from one board member which will be carried over until August due to anticipated board member changes happening potentially over the summer which we should know at the end of the primary season which ends in July. We are suggesting that the two vacancies on the Audit and Finance Subcommittee be filled at the August 22nd board meeting of RPTA.

So questions on any of that? If not, I will entertain a motion for the slate of officers for the RPTA board and the RPTA Valley Metro Joint Board Subcommittee.

Motion by Councilmember White, second by Councilmember Pastor.

I have a motion and a second. Any discussion? Seeing none.

All in favor, say aye. Any opposed? Ayes have it.

Congratulations to the new board members.

IT WAS MOVED BY COUNCILMEMBER WHITE, SECONDED BY COUNCILMEMBER PASTOR, AND UNANIMOUSLY CARRIED TO ELECT THE

FOLLOWING SLATE OF BOARD OFFICERS AND BOARD SUBCOMMITEE MEMBERS.

<u>Board Officers (July 1, 2024 – June 30, 2025)</u>

- **RPTA Board Chair – Vice Mayor OD Harris, City of Chandler**
- **RPTA Board Vice Chair – Vice Mayor Jennifer Adams, City of Tempe**
- **RPTA Board Treasurer – Councilmember Max White, City of Avondale**

<u>Audit and Finance Subcommittee – 2 Year Term (July 1, 2024 – June 30, 2026)</u>

Due to anticipated board member changes happening over the summer, Valley Metro did not receive letters of interest for the two vacancies on the Audit and Finance Committee (One West Valley Member and one East Valley Member). These two vacancies will be available to be filled at the August 22, 2024, RPTA Board Meeting, allowing additional time for members to file letters of interest.

<u>Valley Metro RPTA and Valley Metro Rail Joint Board Subcommittee (July 1, 2024 – June 30, 2025)</u>

- **Councilmember OD Harris, City of Chandler**
- **Councilmember Aly Cline, City of Surprise**

5. <u>Report on Current Events and Suggested Future Agenda Items</u>

Chair Stipp said Report on current events and suggested future agenda items.

Councilmember Tolmachoff said Mr. Chair, I'd like to have a moment of personal privilege if I could.

Chair Stipp said yes, ma'am.

Councilmember Tolmachoff said thank you, Mr. Chair. Pass that down to Bill. That's a thank you that's been signed by the board. And I think being the person I think in the room that served the longest on this board with you I just want to say that it's been a real pleasure. You have really put a lot of work into your position, taken on a lot of responsibility. You've been a great leader. And I just want to thank you. I know the rest of the board feels the same way, but you have just been a real asset to this board of directors. You're going to be sorely missed. No offense to whoever is following in your footsteps, but you are going to be sorely, you and your expertise in questioning nature and willing to like get down to the root of the problem and figure out a way to solve it instead of just, you know, it's just really been appreciated. There's been a lot of hard work that's happened on this board over the last seven years and a lot of it I don't think would have gone as smoothly as it had without your leadership so thank you, Bill.

Chair Stipp said thank you very much.

Councilmember Pastor said I entered here, I want to say two and a half years ago, and it was the West Valley crew plus Tempe that did a great job in mentoring me through a complete process. And it was Bill's wisdom who would call me and say, Laura, are you thinking about this, are you looking at this, these are some of the dynamics we're facing. And so, I want to thank you, Bill, for your mentorship.

Chair Stipp said thank you. I never anticipated, first of all when I got on here that it would be seven years. I had to ask. I said how long have we been doing this? And I was talking with my wife and my daughter last night and I have spent more time associated with organization than I have with some of my employers throughout my 40 years in local government. So, Valley Metro holds a very special place in my heart for that reason but just for the flexibility and the endurance of the staff and the people here.

I didn't know anything about bus service, about transit when I started other than the wheels on the bus go round and round. But through other people that have mentored me that are no longer here on this board and staff that has put up with me and educated and whatnot the mission of Valley Metro of enhancing lives, that's real. And this board can never forget, that's why we're here. We're not here for our sliver of the regional transportation system we are here because people rely on what we do day in and day out. And they may not be necessarily in my community, but they are in someone's community in this board and that's why we serve here. And I think we learned some very interesting lessons throughout the time that if the City of Tempe had decided a million years ago not to do light rail, light rail would not be in the city of Mesa today. And if another community decides not to have their bus service, the bus service does not continue farther west or farther east or farther north. So we are all in this together regardless of how big our slice is.

But to everybody here, I really appreciate the fact that you all don't throw things at me when I walk in, I walk in the room even though you have every right to. But please know that the push and the pull and angst and the blood and the tears that we have all shared over these last seven years were for a very specific reason and that is to make this organization and the service that we provide to be the best that it can be. And for that I will always be grateful for my time here. So thank you very, very much to everybody that's in this room. So with that, it's my pleasure to adjourn this meeting.

Chairman of the Board Sellers said Bill, I have a quick comment. This is the second meeting this week where you've announced it's your last meeting. I was surprised that Laura didn't call you a quitter. But I just want to express my gratitude for your service. Thank you.

Chair Stipp said I appreciate that. Yes, I didn't say farewell Tuesday at TPC but it's the second time this week I am termed out of office. I will finish my elected life in December of this year. But it is time for me to start to disconnect from some of these things so that when December rolls around I'm not going to be a heaping bag of goo at the end of the year unable to figure out how to even say my name.

5. Next Meeting

The next Board meeting is scheduled for Thursday, August 22, 2024, at 11:15 a.m.

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

Information Summary

DATE **AGENDA ITEM 1B**
August 15, 2024

SUBJECT
Federal Transit Administration Pass-Through Grant Agreements

PURPOSE
To request authorization for the Chief Executive Officer (CEO) to execute Intergovernmental Agreements (IGAs) with the City of Phoenix to allow Valley Metro to be reimbursed for eligible activities.

RECOMMENDATION
Staff recommends that the Board of Directors authorize the CEO to execute IGAs and change order with the City of Phoenix for the listed grants.

BACKGROUND | DISCUSSION | CONSIDERATION
Valley Metro is being provided federal funds through the Federal Transit Administration (FTA) from seven grant programs. The table below summarizes the funding available:

Grant	FTA Program	Federal Share	Local Share	Regional	Total
TBD	Section 5307	24,658,526	2,011,505	2,931,619	29,601,650
TBD	Section 5307 - Avn UZA	2,750,846	-	2,750,846	5,501,692
TBD	Section 5339 – Lo No	13,295,699	-	2,347,760	15,643,459
AZ-2024-001-00-RPTA	Section 5310	900,000	787,500	-	1,687,500
TBD	Section 5337 - HI Avn UZA	411,558	102,890	-	514,448
TBD	STBGP-AZ-Flex	2,930,759	-	517,193	3,447,952
TBD	Congressionally Directed Spending	4,000,000	-	-	4,000,000
Total		48,947,388	2,901,895	8,547,418	60,396,701

- Funds from the Section 5307 Urbanized Area Formula Program are awarded for preventive maintenance, fleet replacement, paratransit fleet expansion, and capital cost of contracting for the vanpool program.
- Funds from the Section 5307 Urbanized Area Formula Program for the Avondale-Goodyear Urbanized Area are awarded for operating assistance.

- Funds from the Section 5339 Low or No Emission Grant Program are awarded for electric bus expansion, electric bus charging stations & infrastructure, and training.
- Funds from the Section 5310 Enhanced Mobility for Seniors and Individuals with Disabilities Program are awarded for operating support for Ride Choice and travel training.
- Funds from the Section 5337 Urbanized Area State of Good Repair High Capacity Bus Program for the Avondale-Goodyear Urbanized Area are awarded for preventive maintenance.
- Funds from the Surface Transportation Block Grants Program flexed from the Federal Highway Administration are awarded for fleet replacement.
- Congressionally Directed Spending is awarded for electric bus replacements.

The City of Phoenix is the designated recipient of all FTA grant funds for the region. Valley Metro undertakes projects approved for FTA grant funding, then submits requests to Phoenix for reimbursement of actual expenses incurred. Phoenix then executes a drawdown of funds from FTA to pass-through the reimbursement to Valley Metro.

COST AND BUDGET
All expenses are in the approved FY 2024 and FY2025 Adopted Operating and Capital Budget and 5-Year Capital Program. The grant funds will offset expenses, reducing the net cost to the Public Transportation Fund and member agency budgets.

COMMITTEE PROCESS
RTAG: July 16, 2024 for information
TMC: August 7, 2024 approved
Board of Directors: August 22, 2024 for action

CONTACT
Ken Kessler, Chief Financial Officer
kkessler@valleymetro.org

ATTACHMENT
None

Information Summary

DATE **AGENDA ITEM 1C**
August 15, 2024

SUBJECT
Employee Benefits Consulting Services Contract Award

PURPOSE
To request authorization for the CEO to execute a three-year contract base term and two one-year options with Brown & Brown Insurance of Arizona, Inc. to provide employee benefit consulting services.

RECOMMENDATION
Staff recommends that the Board of Directors authorize the CEO to enter into an contract with Brown & Brown Insurance of Arizona, Inc. for a five-year (3-year base contract plus 2 one-year options) of an agency-wide employee benefits consulting service for an amount not to exceed $379,500.

BACKGROUND | DISCUSSION | CONSIDERATION
Valley Metro's current contract for Employee Benefits Consulting Services will terminate in August 2024. Valley Metro continues to have a need for employee benefits consulting services.

In March 2024, Valley Metro solicited proposals from qualified firms to perform employee benefits consulting services. The consultant shall provide a full range of employee benefits consulting services and benefit plan administration services as listed in the scope of work beginning FY2025. Consulting services will include:

- Negotiation of annual health insurance renewals with existing and new vendors
- Benefit plan design or redesign
- Claims experience analysis and reporting
- Contract review
- Benefits strategic planning
- Claims management and cost control
- Legislative updates and interpretation related to employee benefits
- Other employee health and welfare issues.

Valley Metro issued a request for proposals (RFP) for Employee Benefits Consulting Services Contract on February 28, 2024. Extensive outreach was conducted to promote competition including advertisements in several industry print and online publications. Multiple firms were made aware of this RFP which closed on March 28, 2024.

Each proposal received was evaluated on the following criteria:

A.	Understanding / Approach to the Scope of Service	325 points
B.	Qualification and Experience of the Firm	250 points
C.	Qualifications and Experience of Assigned Personnel	225 points
D.	Pricing	200 points

Valley Metro received three (3) proposals:

1. Alliant Insurance Services, Inc.
2. Brown & Brown Insurance of Arizona, Inc.
3. Moreton & Company

A three-member Selection Committee, consisting of two Valley Metro representatives and one Town of Gilbert representative were appointed to evaluate all proposals. After an evaluation, the committee recommended moving ahead with Brown & Brown Insurance of Arizona, Inc. Whose scores showed they have demonstrated expertise and familiarity with Employee Benefits Consulting Services of similar size and nature as that proposed by Valley Metro, their qualification statement was responsive, and their costs were deemed fair and reasonable.

COST AND BUDGET

The Employee Benefits Consulting Services contract has a total term of three-years contract base term and two one-year options and for a NTE amount of $379,500.00. A contract contingency of $34,500 (10%) is established that is included with the overall board award for the project.

Five-Year Firm Fixed Price	
FY25 - 26 - Year 1	$69,000
FY26 - 27 - Year 2	$69,000
FY27 - 28 - Year 3	$69,000
FY28 - 29 - Year 4	$69,000
FY29 - 30 - Year 5	$69,000
Contract Contingency	$34,500
Total Contract Award	**$379,500**

Cost for employee benefits consulting services is budgeted in the agency's FY2025 budget with future year amounts included in the five-year forecast.

COMMITTEE PROCESS
RTAG: July 16, 2024 for information
TMC: August 7, 2024, approved
Board of Directors: August 22, 2024, for action

CONTACT
Penny Lynch
Director, Human Resources
plynch@valleymetro.org

ATTACHMENT
None

Information Summary

DATE **AGENDA ITEM 2**
August 15, 2024

SUBJECT
Election of Valley Metro RPTA Audit and Finance Subcommittee (AFS) Positions

PURPOSE
The RPTA Board will vote to fill two vacant positions on AFS.

RECOMMENDATION
To fill existing vacancies and ensure regional balance, staff recommends that the Board of Directors elect two RPTA Board Members to serve a two-year term on AFS.

Letters of interest for the vacant AFS positions were received from the following RPTA members:

- Councilmember Peggy McMahon, Town of Fountain Hills
- Councilmember Jimmy Davis, City of Tolleson

BACKGROUND/DISCUSSION/CONSIDERATION
RPTA Board Officer and Subcommittee elections are held in June of each year. However, due to anticipated board member changes happening over the summer, the Valley Metro RPTA Board opted to wait until the August meeting to fill two vacancies on AFS.

The purpose of the AFS is to provide oversight of the financial activities and internal audit functions of the agency. In accordance with its Board-adopted Charter, the AFS shall meet no less than once a quarter or as frequently as the committee deems necessary. The AFS consists of up to five (5) members; and terms of membership are for two years. No member shall serve more than four years on AFS, except the elected official representing the City of Phoenix. Two (2) of the members will represent both RPTA and Valley Metro Rail (VMR), with the elected official representing the City of Phoenix retaining one of the two VMR positions. No more than two members of the AFS can represent the VMR Board due to quorum requirements. Per the AFS Charter, the AFS Chair is to be appointed by the RPTA and VMR Board Chairs each fiscal year.

COST AND BUDGET
There is no fiscal impact.

COMMITTEE PROCESS
Board of Directors: August 22, 2024 for action

CONTACT PERSON
Pat Dillon
Manager of Executive and Board Initiatives
pdillon@valleymetro.org

ATTACHMENT
None

Letters of interest are available upon request.

Information Summary

DATE **AGENDA ITEM 2**
July 31, 2024

SUBJECT
Report on Current Events and Suggested Future Agenda Items

PURPOSE
Chair Peters will provide members the opportunity to report on current events and suggest future agenda items for consideration.

COST AND BUDGET
None

RECOMMENDATION
This item is presented for information only.

BACKGROUND | DISCUSSION | CONSIDERATION
None

COMMITTEE PROCESS
None

CONTACT
Jessica Mefford-Miller
Chief Executive Officer
jmeffordmiller@valleymetro.org

ATTACHMENT
None

Pending Items Request

Item Requested	Date Requested	Planned Follow-up Date

Agenda

August 15, 2024

Valley Metro Rail Board of Directors
Thursday, August 22, 2024
Boardroom/Webex
Valley Metro, 101 N. 1st Avenue, 10th Floor
11:15 a.m.

Action Recommended

EXECUTIVE SESSION AGENDA

1.	Executive Session	1. For action

The Valley Metro Rail Board of Directors may vote to enter into Executive session according to A.R.S. 38-431.03 Section (A)(3) Discussion or consultation for legal advice with the attorney or attorneys of the public body; (A)(4) discussion or consultation with the attorneys of the public body in order to consider its position and instruct its attorneys regarding the public body's positions regarding contracts that are the subject of negotiations, in pending or contemplated litigation or in settlement discussions conducted in order to avoid or resolve litigation.

2.	Executive Session Action Item(s)	2. For action

The Board may vote to direct staff to implement items discussed in executive session.

CONSENT AGENDA

3A.	Minutes	3A. For action

Minutes from the June 20, 2024, Board meeting are presented for approval.

3B.	Federal Transit Administration Pass-Through Grant Agreements	3B. For action

Staff recommends that the Board of Directors authorize the CEO to execute IGAs and change order with the City of Phoenix for the listed grants.

3C.	Capitol Extension Project- Design and Construction Agreement with City of Phoenix	3C.	For action

Staff recommends that the Board of Directors authorize the CEO to execute a Design and Construction Agreement with the City of Phoenix for the Capitol Light Rail Extension project.

3D.	Purchase of Handheld Two-Way Portable and Base Stations Radios	3D.	For action

Staff recommends that the Board of Directors authorize the CEO to purchase 40 Handheld Two-Way Portable Radios and 10 Base Station Radios through a cooperative agreement with Motorola Solutions, Inc. under Arizona State Contract #CTR046830 in an amount not to exceed $250,000.

3E.	Station Names for the Downtown Hub	3E.	For action

Staff recommends that the Board of Directors approve the station names and point of interests as listed in Attachment A in support of the South Central Extension/Downtown Hub (SCEDH) project.

REGULAR AGENDA

4.	Capitol Light Rail Extension Construction Manager at Risk Contract Award	4.	For action

Staff recommends that the Board of Directors authorize the CEO to execute a contract for the Capitol Light Rail Extension CM@Risk contractor for pre-construction services, with STP for an amount not to exceed $5,809,300 plus an additional $580,930 (10%) contingency.

5. Capitol Light Rail Extension Public Art Services Contracts Award — 5. For action

Staff recommends that the Board of Directors authorize the CEO to execute nine contracts, selected by the Stakeholder Art Review Committees (SARCs), for the Capitol Light Rail Extension Public Art Services for a total amount not-to-exceed $1,600,000.

6. Operations & Maintenance Center Sole Source Parts Inventory – Contract Awards — 6. For action

Staff recommends that the Board of Directors authorize the CEO to execute three-year sole source contracts for LRV and MOW parts inventory with original equipment manufacturers (OEM) in an aggregate amount not to exceed $1,600,000.

7. Report on Current Events and Suggested Future Agenda Items — 7. For information

Chair Heredia will provide members the opportunity to report on current events and suggest future agenda items for consideration.

8. Next Meeting — 8. For information

The next meeting of the Board is scheduled for **Thursday, September 19, 2024, 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. The supporting information for this agenda can be found on our web site at www.valleymetro.org

Information Summary

DATE **AGENDA ITEM 1**
August 15, 2024

SUBJECT
Executive Session

PURPOSE
The Valley Metro Rail Board of Directors may vote to enter into Executive session according to A.R.S. 38-431.03 Section (A)(3) Discussion or consultation for legal advice with the attorney or attorneys of the public body; (A)(4) discussion or consultation with the attorneys of the public body in order to consider its position and instruct its attorneys regarding the public body's positions regarding contracts that are the subject of negotiations, in pending or contemplated litigation or in settlement discussions conducted in order to avoid or resolve litigation

COST AND BUDGET
None

RECOMMENDATION
Staff recommends that the Board of Directors vote to enter into Executive Session.

BACKGROUND | DISCUSSION | CONSIDERATION
None

COMMITTEE PROCESS
None

CONTACT
Jessica Mefford-Miller
Chief Executive Officer
jmeffordmiller@valleymetro.org

ATTACHMENT
None

Information Summary

DATE
August 15, 2024

AGENDA ITEM 2

SUBJECT
Executive Session Action Item(s)

PURPOSE
To allow the Board to take action, if needed, on items discussed in Executive Session.

COST AND BUDGET
None

RECOMMENDATION
The Board may vote to direct staff to implement items discussed in Executive Session.

BACKGROUND/DISCUSSION/CONSIDERATION
None

COMMITTEE ACTION
None

CONTACT
Jessica Mefford-Miller
Chief Executive Officer
jmeffordmiller@valleymetro.org

ATTACHMENT
None

Minutes

August 15, 2024 **AGENDA ITEM 3A**

Valley Metro Rail
Thursday, June 20, 2024
Lake Powell Conference Room/Webex
101 N. 1st Avenue, 10th Floor
11:15 a.m.

<u>Valley Metro Rail Participants</u>
Councilmember Laura Pastor, City of Phoenix – **Chair**
Vice Mayor Francisco Heredia, City of Mesa – **Vice Chair** (phone)
Vice Mayor Jennifer Adams, City of Tempe

<u>Members Not Present</u>
Vice Mayor O.D. Harris, City of Chandler

Chair Pastor called the meeting to order at 1:24 p.m.

Chair Pastor said I'm going to convene the meeting and welcome members to the June meeting.

1. <u>Consent Agenda</u>

Chair Pastor said Item number 1 is the Consent Agenda. The Consent Agenda is presented for action. Are there any questions or if there are any items that need to be pulled for separate discussion? I don't hear any.

I request a motion and a second to approve the Consent Agenda items 1A through 1D.

Motion by Vice Mayor Adams, second by Unidentified Speaker.
Any discussion? All those in favor? All right. Ayes carry.

IT WAS MOVED BY VICE MAYOR ADAMS, SECONDED BY VICE MAYOR HEREDIA, AND UNANIMOUSLY CARRIED TO APPROVE THE CONSENT AGENDA ITEMS 1A THROUGH 1D.

2. West Phoenix High-capacity Transit Alternatives Analysis – Locally Preferred Alternative (West Phx HCT AA – LPA)

Chair Pastor said Item number 2, West Phoenix High-capacity Transit Alternatives Analysis Locally Preferred Alternative (West Phx HCT AA LPA). Jessica, would you like to introduce this item.

Ms. Mefford-Miller said I'm going to invite Trevor Collon, our Chief of Capital Development to the podium to provide an alternative that outlines a recommended path for light rail expansion westward primarily along Indian School Road. So westward light rail expansion is the name of the game here. Mr. Collon.

Mr. Collon said thank you, Jessica. Madam Chair, members of the board. I won't repeat all those acronyms, so this is what we're talking about. We had a study area generally composed of Camelback Road on the north, McDowell on the south, 99th Avenue on the west and then Central Avenue on the east. Just from this map some points of reference. The red dashed line is the future I-10 West light rail project that's in the planning in preliminary phase right now. The solid blue line is a future bus rapid transit, BRT, corridor in the city of Phoenix. And then on the far right the purple line is our existing light rail line.

During this process we had 15 public meetings for approximately a year, ten of those were in person, five virtual. We attracted 426 attendees and over 900 comment forms were collected. Chair, thank you for hosting a venue for coffee with your constituents. I think we got to attend a few of those as well so it was quite an extensive bit of outreach for this project.

So, the action before the board is to approve a locally preferred alternative. In this map, the locally preferred alternative is the solid green line along Indian School Road that heads south on 75th Avenue. The two dashed lines on the right side are two options that we're taking forward for connections into the light rail system based on feedback that we did receive from the community.

This is really an important project. It would bring a new mod and that mode is light rail into the Maryvale Village into west Phoenix and it would connect into the end of line of the 10 West project at the Desert Sky Transit Center.

As far as steps and what's happened. So, the City of Phoenix Council has approved the LPA just at the end of last month. It's going through the board process today. And then it will go through the MAG committee cycle in August. As we get closer to the project delivery timing and in the Regional Transportation Plan construction could start as early as 2041. That's what's currently in the plan. We would go back out to the community. We would certainly have to finalize the decision on the connection point to the existing light rail system either 19th Avenue or down Indian School.

But with that, what's before you is to adopt this LPA with the mode as light rail. I'm happy to take any comments or questions.

Chair Pastor said I have some questions. Can you go back to the last slide? The green is solid so when we turn this in and it's solid that's where we're going to put the rail?

Mr. Collon said with the approval that would be the route that we've determined, and it would take another action to change that. Obviously, we're going to have to take action on those two dashed connection lines either way so there will be another action eventually to finalize that piece of the LPA.

Chair Pastor said so where the dash connection line is 19th Avenue or it will come from Central on Indian School?

Mr. Collon said correct.

Chair Pastor said my question to this because I got three calls yesterday regarding this in particular by the I-17 area, so the 19th to the 27th Avenue. The business group or business owners are questioning the route there. And so, I feel like communication with those that are going to be affected need to happen sooner than later. When I start asking questions what I get is well, this is not until 2041 but we are voting on something permanent today and constituents don't understand that.

Because what is said and what we vote on today what has been told to them is that they could have a voice in the future.

But the future voice is really 19th Avenue and Central. It is not Indian School. Am I correct?

Mr. Collon said based on the timing, I mean, these are multi-step, multi-faceted processes so an LPA is early. As we advance the design there's another round of public meetings so the future public outreach wouldn't just be to those connection points it would be the full corridor.

And, you know, so there will have to be either way we're going to have to define that connection point, but everything is on the board again. You know, there will have to be a final LPA adopted for this corridor.

Chair Pastor said right. I guess where I'm confused is today if I vote for the LPA the way it is it's the beginning of the conversation and it is the beginning of this is where we're going to put it?

Mr. Collon said yes.

Chair Pastor said in the future what I just heard and I'm going to paraphrase is there will be another opportunity?

Mr. Collon said absolutely.

Chair Pastor said but the opportunity won't be to move it? That's where I'm trying to get at.

Mr. Collon said there's always an opportunity to change it. Based on the outreach and the study that was done there's been a lot that's gone into that, and we've heard opinions on all sides and so this is a milestone point where we define this. But it would take another action to adjust the LPA. But it can happen. It certainly can happen, and it does.

Chair Pastor said no, I know but it would take another action from the board here.

Mr. Collon said that is correct.

Chair Pastor said that's what I'm saying. It would take an action. There's 14 members that sit on here and community says no, we don't want it, but 14 members may not know about what is happening in the community. So I'm just being for people that come back in history and see that I asked both those questions so that they know I asked the questions.

Mr. Collon said I understand.

Chair Pastor said we need a motion. I don't think we have any other discussion?

Motion by Vice Mayor Adams, second by Councilmember Pastor. All those in favor, please say yes. Those that are not, please say no. Action carries. Motion carries.

IT WAS MOVED BY VICE MAYOR ADAMS, SECONDED BY COUNCILMEMBER PASTOR, AND UNANIMOUSLY CARRIED TO APPROVE THE INDIANT SCHOOL/75TH AVENUE ALIGNMENT WITH TWO OPTIONS TO CONNECT INTO THE EXISTING SYSTEM (APPENDIX a) AS THE LPA FOR THE WEST PHX HCT AA PROJECT. THE LPA ALSO ADVANCES LFIGHT RAIL AS THE MODE TO SERVE THE CORRIDOR.

3. <u>Fiscal Year 2025 (FY25) Election of Valley Metro Rail (VMR) Board Officers and Subcommittee Positions</u>

Chair Pastor said Item number 3, Fiscal Year 2025 Election of Valley Metro Rail Board Officers and Subcommittee meetings. Based on letters of interest received it is recommended that the VMR Board of Directors elect officers and subcommittee members to serve July 1, 2024 to June 30, 2025 for the following positions: Board officers, VMR Board Chair, Vice Mayor Francisco Heredia from the City of Mesa, VMR Board Vice Chair, Councilmember Laura Pastor from the City of Phoenix.

And then I have Valley Metro RPTA and Valley Metro Rail Joint Board Subcommittee July 1, 2024 to June 30, 2025 Vice Mayor Francisco Heredia from the City of Mesa and Councilmember Laura Pastor from the City of Phoenix.

Motion by Vice Mayor Adams, second by Councilmember Pastor.

There is a motion and a second. Any discussion?

All those in favor, please say yes. Those that are not, no.

The yeses carry.

IT WAS MOVED BY VICE MAYOR ADAMS, SECONDED BY COUNCILMEMBER PASTOR, AND UNANIMOUSLY CARRIED TO ELECT BOARD OFFICERS AND SUBCOMMITTEE MEMBERS.

Board Officers (July 1, 2024 – June 30, 2025)
- **VMR Board Chair – Vice Mayor Francisco Heredia, City of Mesa**
- **VMR Board Vice Chair – Councilmember Laura Pastor, City of Phoenix**

Valley Metro RPTA and Valley Metro Rail Joint Board Subcommittee (July 1, 2024 – June 30, 2025)
- **Vice Mayor Francisco Heredia, City of Mesa**
- **Councilmember Laura Pastor, City of Phoenix**

4. Report on Current Events and Suggested Future Agenda Items

Chair Pastor said Item number 4, Report on Current Events and Suggested Future Agenda Items. Are there any? I guess not.

5. Next Meeting

The next meeting of the Board is scheduled for Thursday, August 22, 2024, at 11:15 a.m.

Without further discussion, the meeting was adjourned at 1:33 p.m.

Information Summary

DATE **AGENDA ITEM 3B**
August 15, 2024

SUBJECT
Federal Transit Administration Pass-Through Grant Agreements

PURPOSE
To request authorization for the Chief Executive Officer (CEO) to execute Intergovernmental Agreements (IGAs) with the City of Phoenix to allow Valley Metro to be reimbursed for eligible activities.

RECOMMENDATION
Staff recommends that the Board of Directors authorize the CEO to execute IGAs and change order with the City of Phoenix for the listed grants.

BACKGROUND | DISCUSSION | CONSIDERATION
Valley Metro is being provided federal funds through the Federal Transit Administration (FTA) from three grant programs. The table below summarizes the funding available:

Grant	FTA Program	Federal Share	Local Share	Regional	Total
TBD	Section 5309 New Starts - South Central Expansion Downtown Hub	21,126,721	-	-	21,126,721
TBD	Section 5307	2,851,260	712,815	-	3,564,075
TBD	Section 5337-FGM	5,871,323	-	1,467,831	7,339,154
Total		29,849,304	712,815	1,467,831	32,029,950

- Funds from the Section 5309 New Starts Program are awarded for the South Central Extension Project.
- Funds from the Section 5307 Urbanized Area Formula Grants Program are awarded for Preventive Maintenance.
- Funds from the Section 5337 State of Good Repair Fixed Guideway Modernization Program are awarded for the Light Rail Vehicle Communication System Upgrade and Systemwide Refurbishments.

The City of Phoenix is the designated recipient of all FTA grant funds for the region. Valley Metro undertakes projects approved for FTA grant funding, then submits requests to Phoenix for reimbursement of actual expenses incurred. Phoenix then executes a drawdown of funds from FTA to pass-through the reimbursement to Valley Metro.

COST AND BUDGET
All expenses are in the approved FY 2024 and FY 2025 Adopted Operating and Capital Budget and 5-Year Capital Program. The grant funds will offset expenses, reducing the net cost to the Public Transportation Fund and member agency budgets.

COMMITTEE PROCESS
RTAG: July 16, 2024 for information
RMC: August 7, 2024 approved
Board of Directors: August 22, 2024 for action

CONTACT
Ken Kessler, Chief Financial Officer
kkessler@valleymetro.org

ATTACHMENT
None

Information Summary

DATE **AGENDA ITEM 3C**
August 15, 2024

SUBJECT
Capitol Extension Project- Design and Construction Agreement with City of Phoenix

PURPOSE
To request authorization for the Chief Executive Officer (CEO) to execute a Design and Construction Agreement with the City of Phoenix for the Capitol Light Rail Extension project.

RECOMMENDATION
Staff recommends that the Board of Directors authorize the CEO to execute a Design and Construction Agreement with the City of Phoenix for the Capitol Light Rail Extension project.

BACKGROUND | DISCUSSION | CONSIDERATION
The Capitol Light Rail Extension (CAPEX) project is a 0.8-mile western extension of the existing Valley Metro light rail transit (LRT) line from downtown Phoenix to near the Arizona State Capitol. The project would begin at the 3rd Avenue loop constructed as part of the South Central Extension/Downtown Hub project and continue west along Washington and Jefferson Street to 15th Avenue.

The Board approved execution of a design services contract in February 2024 to advance the design of the CAPEX project. As a separate Board action this month, Staff is recommending that the Board of Directors authorize the CEO to execute a Construction Manager at Risk (CMAR) services contract for pre-construction services. It is necessary for Valley Metro and City of Phoenix to formalize a Design and Construction Agreement, similar to those prepared and approved by the Board for previous Valley Metro projects. The agreement defines the relationship between Valley Metro and City of Phoenix regarding the design and construction roles, responsibilities, expectations, and obligations pertaining to key project elements.

This agreement is one of the many Federal Transit Administration (FTA) requirements to demonstrate project readiness to enter into a New Starts grant agreement for the project. This agreement will terminate upon the completion of the project.

COST AND BUDGET
The Design and Construction Agreement only defines project roles and responsibilities. A separate funding agreement, approved by the Board in November 2021, identifies specifics about costs and funding for the project development phase, design phase, and

pre-construction activities. This funding agreement will be amended at a later date to include costs related to the construction phase of the project.

COMMITTEE PROCESS
RTAG: July 16, 2024 for information
RMC: August 7, 2024 approved
Board of Directors: August 22, 2024 for action

CONTACT
Trevor Collon, PE
Chief, Capital Development
tcollon@valleymetro.org

ATTACHMENTS
None.

A copy of the draft agreement is available upon request.

Information Summary

DATE **AGENDA ITEM 3D**
August 15, 2024

SUBJECT
Purchase of Handheld Two-Way Portable and Base Stations Radios

PURPOSE
To request authorization for the Chief Executive Officer (CEO) to purchase 40 Handheld Two-Way Portable Radios along with 10 Base Station Radios through a cooperative agreement with Motorola Solutions, Inc. under Arizona State Contract #CTR046830 in an amount not to exceed $250,000.

RECOMMENDATION
Staff recommends that the Board of Directors authorize the CEO to purchase 40 Handheld Two-Way Portable Radios and 10 Base Station Radios through a cooperative agreement with Motorola Solutions, Inc. under Arizona State Contract #CTR046830 in an amount not to exceed $250,000.

BACKGROUND | DISCUSSION | CONSIDERATION
Valley Metro currently uses handheld two-way portable radios and base station radios in support of rail system communications and operations. Staff is equipped with the portable radios for maintenance of way support, light rail vehicle maintenance, rail operations, safety, security, and for contracted facility maintenance and cleaning services. The 10 Base Station Radios are needed to support the additional channels for the two line rail system. The Base Station Radios will replace the existing Base Station Radios which cannot support the additional radio channels needed to for the two-line system. The handheld radios are needed to support additional staff.

COST AND BUDGET
The purchase of 40 Motorola Handheld Two-Way Portable Radios and 10 Base Station Radios for approval is an amount not to exceed $250,000.

For the Fiscal Year 2025, the VMR contract obligation is $250,000, which is fully funded within the VMR Adopted FY25 Operating and Capital Budget. Contract Obligations beyond FY25 are incorporated into the Valley Metro Rail Five-Year Operating Forecast and Capital Program (FY2026 thru FY2030).

The source of funding is member cities.

COMMITTEE PROCESS
RTAG: July 16, 2024, for information
RMC: August 7, 2024, approved
Board of Directors: August 22, 2024, for action

CONTACT
Darren Curry
Chief Maintenance Officer
DCurry@valleymetro.org

ATTACHMENTS
None

Information Summary

DATE **AGENDA ITEM 3E**
August 15, 2024

SUBJECT
Station Names for the Downtown Hub

PURPOSE
To request authorization to establish formal station naming for the light rail platforms being constructed as part of the South Central Extension/Downtown Hub (SCEDH) project north of Lincoln Street.

RECOMMENDATION
Staff recommends that the Board of Directors approve the station names and point of interests as listed in Attachment A in support of the South Central Extension/Downtown Hub (SCEDH) project.

BACKGROUND | DISCUSSION | CONSIDERATION
The Valley Metro Rail Board of Directors approved a Station Naming Policy in 2004 that requires a geographic name as well as an option for point of interests for light rail stations. Station names (both geographic and any point of interests) are approved by the Board as stations are constructed. Points of interests that meet the criteria may be identified at the Board's discretion. Points of interest names are included in the policy to assist with passenger information and wayfinding.

Station names and points of interests for the stations located on the South Central Extension/Downtown Hub (SCEDH) project between Lincoln Street and Baseline Road were approved by the Board in April 2023. The approved station names can be found in Attachment B.

Valley Metro will begin operating a two-line system when the SCEDH project enters revenue service in 2025. Valley Metro has engaged with a Consultant and the public to develop a strategy for two-line system naming and wayfinding. Part of the Consultant's scope of work included a public outreach process to gather feedback related to naming the station area in downtown Phoenix that would serve as the transfer location from one rail line to the other. This station area is made up of four individual platforms that provide passengers with multiple access points based on their desired direction of travel. The recommended station names and points of interests are based on the feedback received during this lengthy public outreach process.

The four individual platforms located in the downtown Phoenix area will make up the "Downtown Phoenix Hub" station. Three of these four platforms are being constructed as part of the SCEDH project and are located on (1) Washington Street, (2) Central

Avenue, and (3) Jefferson Street. The fourth platform is an existing station that was constructed as part of the original Central Phoenix/East Valley (CPEV) project. The existing station is currently named “Jefferson Street/1st Avenue” station, with a point of interest of “Downtown Phoenix.” This station will be renamed to “Downtown Phoenix Hub,” with a point of interest name of “1st Ave” to align with the naming convention of the other three platforms of the Hub. Passengers desiring to travel east-west will access the Washington Street and Jefferson Street platforms, while passengers desiring to travel north-south will access the 1st Avenue and Central Avenue platforms. Figure 1 below provides an aerial exhibit of this recommendation.

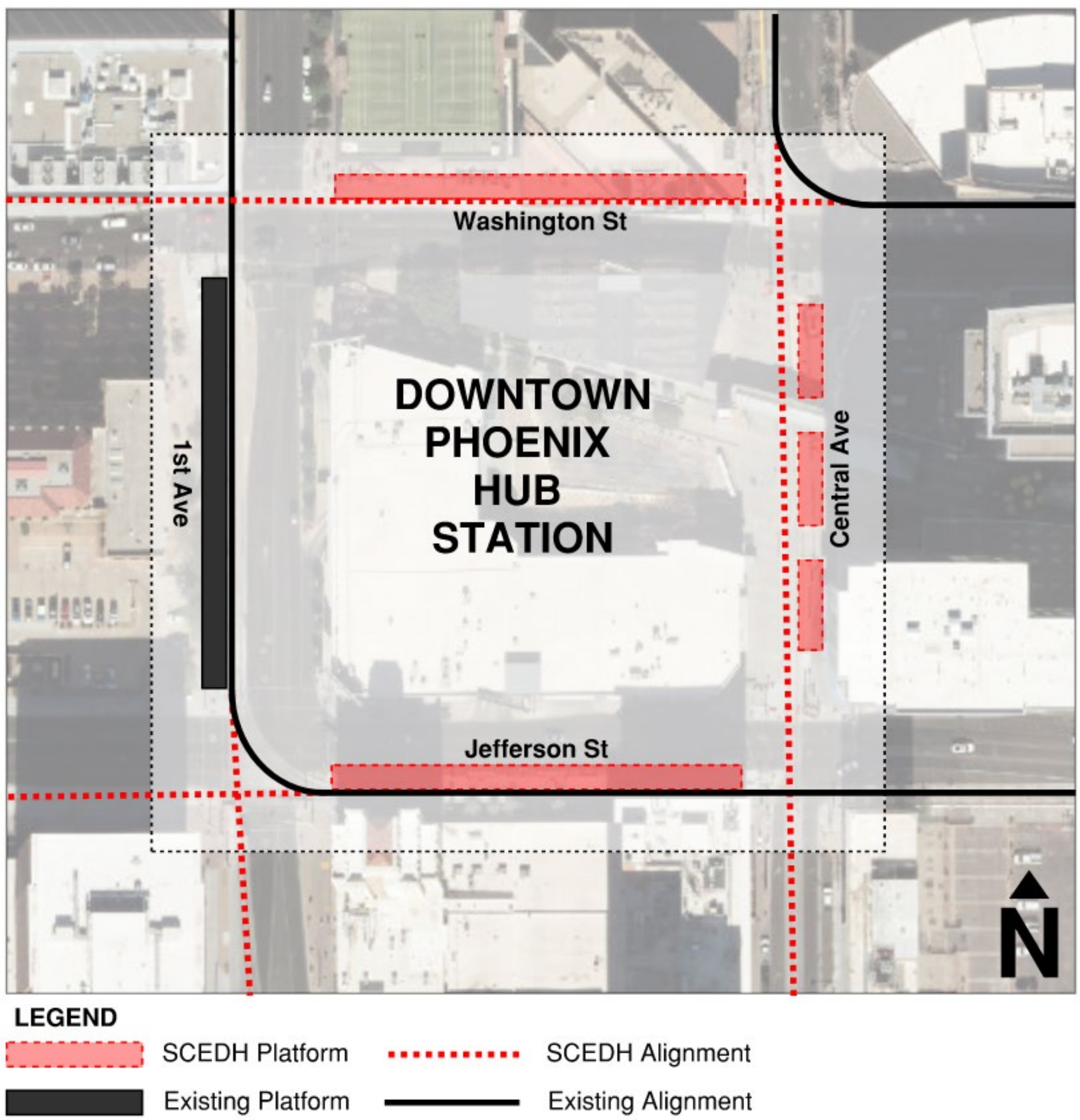

Figure 1. Proposed Platform Names for Downtown Phoenix Hub Station

COST AND BUDGET
Costs for typical station signage are included in the overall project budget.

COMMITTEE PROCESS
RTAG: July 16, 2024 for information
RMC: August 7, 2024 approved
Board of Directors: August 22, 2024 for action

CONTACT
Trevor Collon, PE
Chief, Capital Development
tcollon@valleymetro.org

ATTACHMENTS
A. Draft Station Names for North of Lincoln Street
B. Approved Station Names for South of Lincoln Street
C. Station Naming Policy

ATTACHMENT A
DRAFT STATION NAMES

FULL STATION NAMES	ABBREVIATED NAME	POINT OF INTEREST (POI)
Downtown Phoenix Hub	Downtown Phx Hub	Washington St
Downtown Phoenix Hub	Downtown Phx Hub	1st Ave
Downtown Phoenix Hub	Downtown Phx Hub	Jefferson St
Downtown Phoenix Hub	Downtown Phx Hub	Central Ave

Note: Jefferson Street/1st Avenue Station will be renamed to Downtown Phoenix Hub station. The point of interest will be renamed to 1st Ave.

ATTACHMENT B
APPROVED STATION NAMES

FULL STATION NAMES	ABBREVIATED NAME	POINT OF INTEREST (POI)
Lincoln Street/Central Avenue	Lincoln/Central Ave	Warehouse District Carver Museum
Lincoln Street/1st Avenue	Lincoln/1st Ave	Grant Park
Buckeye Road/Central Avenue	Buckeye/Central Ave	Central Park Central City South
Pioneer Street/Central Avenue	Pioneer/Central Ave	Rio Salado Audubon Center
Broadway Road/Central Avenue **Martin Luther King Jr. Boulevard/Central Ave**	Broadway/Central Ave MLK Blvd/Central Ave	Ed Pastor Transit Center Travis Williams Family Center
Roeser Road/Central Avenue	Roeser/Central Ave	
Southern Avenue/Central Avenue	Southern/Central Ave	South Mtn Community Center
Baseline Road/Central Avenue **Cesar Chavez Boulevard/Central Avenue**	Baseline/Central Ave Cesar Chavez Blvd/Central Ave	South Mtn Park/Preserve

ATTACHMENT C
STATION NAMING POLICY
(REVISED)

Station Names

Valley Metro Rail, Inc. believes that the naming of rail stations and facilities along the light rail corridor is best performed using a standard set of established criteria. Therefore, the following criteria are established in the determination of station names and facilities.

Rail stations shall be named using the following standard criteria:

- Rail stations should be named with the maximum benefit and convenience of the user in mind and to assist patrons in navigating the system;
- All names shall identify as closely as possible the geographic location of the station (e.g. cross streets at the station location);
- Rail stations shall not be named after individuals -- either living or deceased;

Also, names of all light rail stations and facilities shall be subject to ratification by the Valley Metro Rail Board of Directors.

Point Of Interest Naming Policy

The point of interest naming policy is provided as an addition to the Station Naming Policy and maintains the intent of providing maximum benefit and convenience of the transit system user.

Valley Metro Rail, Inc. believes that transit passengers are best served by both identifying strategic points of interest at station locations and by limiting the number of these points of interest. The introduction of too many points of interest will result in the overloading of information on station signage and system maps, to the detriment of information processing by the passenger.

Therefore, the following criteria are established in the determination of point of interest designations:

- Points of interest must be major civic or public educational facilities/areas that are easily recognized by the public as a desirable destination;
- Such names shall be simple so as to be clearly understood by the user;

- All point of interest names shall be of facilities or institutions that have been built with significant public participation or of defined areas that have been designated by City Council action,

- The point of interest names shall be appended to the station banner signs to provide passenger visibility, but not in such a way as to confuse or overshadow the official station name.

- The point of interest names shall be no longer than 26 characters, including spaces.

- Point of interest names may also be added to the station directory map and information maps and brochures that provide station name information. The Agency shall retain the discretion to omit or shorten point of interest names with standard abbreviations where space is a consideration.

Also, point of interest names shall be subject to ratification by the Valley Metro Rail Board of Directors.

Adopted by Valley Metro Rail Board of Directors on September 29, 2004.

Information Summary

DATE **AGENDA ITEM 4**
August 15, 2024

SUBJECT
Capitol Light Rail Extension Construction Manager at Risk Contract Award

PURPOSE
To request authorization for the Chief Executive Officer (CEO) to execute a contract for the Capitol Light Rail Extension Construction Manager at Risk (CM@Risk) contractor, for pre-construction services, with Southwest Transit Partners (STP), A Sundt / Stacy and Witbeck Joint Venture for an amount not to exceed $5,809,300 plus an additional $580,930 (10%) contingency.

RECOMMENDATION
Staff recommends that the Board of Directors authorize the CEO to execute a contract for the Capitol Light Rail Extension CM@Risk contractor for pre-construction services, with STP for an amount not to exceed $5,809,300 plus an additional $580,930 (10%) contingency.

BACKGROUND | DISCUSSION | CONSIDERATION
The Capitol Light Rail Extension (CAPEX) project is a 0.8-mile western extension of the existing Valley Metro light rail transit (LRT) line from downtown Phoenix to near the Arizona State Capitol. The project would begin at the 3rd Avenue loop constructed as part of the South Central Extension/Downtown Hub project and continue west along Washington and Jefferson Street to 15th Avenue.

CM@Risk contracts involve two phases: the pre-construction phase, which occurs parallel to the project's design process, and the construction phase. At this time, action is only needed to execute a contract for the pre-construction phase. As the project nears design completion, the CM@Risk contractor, working closely with the design team, will prepare a Guaranteed Maximum Price (GMP) for the construction of the project. At that time staff will seek Board approval to award the construction phase for the GMP amount.

During the pre-construction services phase, the CM@Risk contractor will work closely with the design consultants, Valley Metro and Phoenix staff to participate in design development and reviews. In addition, the CM@Risk will perform constructability reviews of the project's design and prepare construction cost estimates and schedules in conjunction with milestone design submittals.

A Request for Qualifications (RFQ) in accordance with A.R.S Title 34-603 for this contract was issued on June 8, 2023. The RFQ published evaluation criteria and corresponding point values were as follows:

Experience of the Offeror	200 Points
Understanding of the Project and Approach to Performing Required the Services	250 Points
Past Performance – Past 10 years	200 Points
Contractor Project Team	350 Points

Statements of Qualifications (SOQ's) were received on July 27, 2023. A total of three submittals were received and deemed responsive. SOQ's were received from the following firms:

- Balfour Beatty/Haydon, a Joint Venture
- Flatiron West Inc. – Herzog, a Joint Venture
- Southwest Transit Partners

The selection committee which comprised of four Valley Metro employees, one City of Phoenix employee, and one third-party contractor, evaluated the three responsive SOQs. Based on the selection committee's initial scoring and ranking it was determined all three Firms would move forward to the Request for Proposals (RFP) phase. The RFP was issued in accordance with A.R.S. Title 34-603 on May 24, 2024. The RFP published evaluation criteria and corresponding point values were as follows:

Construction Manager / General Contractor Project Team	150 points
Project Approach and Management of the Work	125 points
Public Involvement and Community Relations Plan	100 points
Estimating and Cost Control Measures for this Project	100 points
Design Document Reviews	100 points
Proposed Project Schedule	100 points
Major Subcontractor and Major Supplier Selections	50 points
Risk Management Plan	50 points
Quality Assurance / Quality Control Plan	50 points
Safety Plan	50 points
Project Close Out and Warranty	25 points
Price Tab	100 points

Of the three Firms, two Firms opted not to proceed to the RFP phase citing timing and/or that their availability situation had changed since the submission of the SOQ. One proposal was received on June 21, 2024 and was deemed responsive. The selection committee, comprised of the same members during the RFQ phase, evaluated the responsive proposal. The selection committee determined that STP was the most qualified and highest ranked firm to perform the CM@Risk services and Valley Metro has negotiated a contract for preconstruction services.

COST AND BUDGET

The negotiated price for Capitol Light Rail Extension preconstruction services including a 10% contingency is $6,390,230. The 10% contingency will be held by staff to address unforeseen changes and circumstances that may arise during the project's design phase. Funding for the project will be a combination of federal, regional, and City of Phoenix T-2050 funds. A Cooperative Funding Agreement 156224-0 was approved by the Board on November 18, 2021.

All costs identified herein are within the Capitol Light Rail Extension's project cost forecast. Expenses expected within FY25 are included in the Valley Metro Rail adopted FY25 Operating and Capital Budget. Contract obligations beyond FY25 are incorporated into the Five-Year Operating Forecast and Capital Program (FY25 thru FY29).

COMMITTEE PROCESS

RTAG: July 16, 2024 for information
TMC/RMC: August 7, 2024 approved
Board of Directors: August 22, 2024 for action

CONTACT

Trevor Collon, PE
Chief, Capital Development
tcollon@valleymetro.org

ATTACHMENT

None

CAPEX CM@Risk Pre-Construction Services Selection Process

VALLEY METRO

1

CAPEX CM@Risk Pre-Construction Services Selection Process

- Two step selection process
  - Request for Qualifications (RFQ's)
  - Request for Proposals
- 3 Offerors Submitted RFQ's
  - Balfour Beatty Haydon, a Joint Venture
  - Flatiron West, Inc – Herzog, a Joint Venture
  - Southwest Transit Partners

STP SOUTHWEST TRANSIT PARTNERS
A SUNDT / STACY AND WITBECK JOINT VENTURE

2

VALLEY METRO

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CAPEX CM@Risk Pre-Construction Services Contract

- Notice to Proceed following August Board Approval
- Pre-Construction Services Scope of Work
  - Design and Constructability Reviews
  - Cost Estimating
  - Scheduling
  - Subsurface Utility and Archaeological Investigations
  - Workforce Development and Public Outreach
  - Establish Construction Guaranteed Maximum Price for Construction Services
  - Disadvantage Business Enterprise Outreach

3

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Information Summary

DATE **AGENDA ITEM 5**
August 15, 2024

SUBJECT
Capitol Light Rail Extension Public Art Services Contracts Award

PURPOSE
To request authorization for the Chief Executive Officer (CEO) to award nine contracts for the Capitol Light Rail Extension project (CAPEX) Public Art Services at an amount not-to-exceed $1,600,000.

RECOMMENDATION
Staff recommends that the RMC forward to the Board of Directors authorization for the CEO to execute nine contracts, selected by the Stakeholder Art Review Committees (SARCs), for the Capitol Light Rail Extension Public Art Services for a total amount not-to-exceed $1,600,000.

BACKGROUND | DISCUSSION | CONSIDERATION
The Capitol Light Rail Extension (CAPEX) project is a 0.8-mile western extension of the existing Valley Metro light rail transit (LRT) line from downtown Phoenix to near the Arizona State Capitol. The project would begin at the 3rd Avenue loop constructed as part of the South Central Extension/Downtown Hub project and continue west along Washington and Jefferson Street to 15th Avenue.

The Capitol Light Rail Extension project has three major procurements: Design Services, Construction Manager at Risk (CM@R) Services and Public Art Services. The board action requested in this memo is only for the Public Art Services contracts.

The Public Art Services contracts will include scope to develop, design, fabricate and install artwork at all of the selected locations. There are four station platform locations for experienced artists and five non-station platform locations for emerging artists that are anticipated to be selected as art installment locations for this project. Non-station platform locations may include but are not limited to Traction Power Substation (TPSS) sites, operator facilities, or selected pedestrian railing locations on the project. These locations may be adapted as the design of the project progresses. The selected artists will work with the community to develop artwork that works within the environment and reflects the spirit of the project. The artists will collaborate with Valley Metro and City of Phoenix staff, the Design Consultants, and the CM@R Contractor through the process of design and construction.

PUBLIC ART SERVICES SOLICITATION

A Request for Qualifications (RFQ) for the Capitol Light Rail Extension Public Art Services was issued on May 1, 2024. The RFQ solicited information in the form of a Statement of Qualifications (SOQ) from experienced and emerging artists. In conjunction with the Phoenix Office of Arts and Culture (POAC) and various local organizations, Valley Metro contacted the arts community to host information sessions. Additionally, two Stakeholder Art Review Committees (SARCs) were developed to select the artists. The SARCs are comprised of individuals active within the community.

Valley Metro received 225 SOQs on June 5, 2024. The SOQs were evaluated and ranked by the SARCs to determine Offerors who could successfully deliver the public art services. The SARCs selection process of nine artists best qualified to perform this work was completed on June 28, 2024. The table below summarizes this selection. As the CAPEX civil and systems design progresses, there may be a need to adjust the cost per artist.

Table 1. Public Art Services - Proposed Selection and Authority

Location	Artist Name	Authority
Station Platform Artists (4)	Laura Haddad & Tom Drugan	$300,000
	Damien Davis	$300,000
	Rachel Slick & Timothy Shirack	$300,000
	Joe Ray & Jose Benevides	$300,000
Non-Station Platform Artists (5)	Lauren Lee	$60,000
	Edgar Fernandez & Sam Gomez	$50,000
	Christina Ramirez	$50,000
	Cierra Romero	$50,000
	Diana Calderone	$30,000
	SUBTOTAL	$1,440,000
	CONTINGENCY	$160,000
	TOTAL	$1,600,000

COST AND BUDGET

The CAPEX Public Art Program is funded by regional Public Transportation Funds, in accordance with Board policy. The estimated total budget for the Public Art Services contracts is $1,600,000. The total cost for the nine contracts for Public Art Services is included within the overall cost forecast established for the project but will be tracked separately as a concurrent non-project activity (CNPA) as a non-federally reimbursable expense.

COMMITTEE PROCESS

RTAG: July 16, 2024 for information
TMC: August 7, 2024 approved
Board of Directors: August 22, 2024 for action

CONTACT
Trevor Collon
Chief, Capital Development
tcollon@valleymetro.org

ATTACHMENT
None

CAPEX
Public Artist Selection Process

1

CAPEX Public Artist Selection Process

- National Call for Artists (227 applications received)
- Stakeholder Art Review Committee (SARC) – Two committees
  - Community member volunteers within 1 mile of the alignment
  - 7-member panel selected 4 station artists
  - 8-member panel selected 5 emerging/non-station artists

2

2

CAPEX Public Artist Recommendations

Location	Artist Name
Station Platform Artists (4)	Laura Haddad & Tom Drugan
	Damien Davis
	Rachel Slick & Timothy Shirack
	Joe Ray & Jose Benevides
Non-Station Platform Artists (5)	Lauren Lee
	Edgar Fernandez
	Christina Ramirez
	Cierra Romero
	Diana Calderone

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VALLEY METRO

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CAPEX Public Art Services Contracts

- Notice to Proceed following August Board approval
- 5-year contract term, or until project completion
- Artist assigned locations are to be confirmed during project coordination with CAPEX Design Team (Jacobs)
- Public outreach meetings to be held in September

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VALLEY METRO

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Information Summary

DATE **AGENDA ITEM 6**
August 15, 2024

SUBJECT
Operations & Maintenance Center Sole Source Parts Inventory – Contract Awards

PURPOSE
To request Board authorization for the Chief Executive Officer (CEO) to execute three-year sole source contracts for light rail vehicles (LRV) and maintenance of way (MOW) parts inventory in an aggregate amount not to exceed $1,600,000.

RECOMMENDATION
Staff recommends that the Board of Directors authorize the CEO to execute three-year sole source contracts for LRV and MOW parts inventory with original equipment manufacturers (OEM) in an aggregate amount not to exceed $1,600,000.

BACKGROUND | DISCUSSION | CONSIDERATION
The vendors listed below are the sole source providers of the relevant OEM parts. The vendors produced the prototype components and/or molds assuring interface with existing vehicles and alignments. A public notice of intent to award was published on March 28, 2024, and no other equal suppliers were identified. An independent cost estimate, sole source justification, and cost analysis were completed. The proposed prices have been determined fair and reasonable.

Vendor Name	Specialty or System	Contract Value
Dellner, Inc	Coupler System and Components	$200,000
Hubner Manufacturing Corporation	LRV Bumper Systems	$250,000
Siemens Mobility, Inc.	Alignment Specialty Signal Components, LRV Circuit Boards & Sensors	$1,000,000
Voestalpine Nortrak, Inc.	LRV Track Components	$150,000
	Total	**$1,600,000**

COST AND BUDGET
The cost for the supply of the parts inventory is included in the Valley Metro Rail Proposed FY 2025 Operating and Capital Budget. Contract obligations beyond FY 2025 are incorporated into the Valley Metro Rail Five-Year Operating Forecast and Capital Program (FY2026 thru FY2030).

COMMITTEE PROCESS
RTAG: July 16, 2024, for information
RMC: August 7, 2024, approved
Board of Directors: August 22, 2024, for action

CONTACT
Darren Curry
Chief Maintenance Officer
dcurry@valleymetro.org

ATTACHMENTS
None

Sole Source Vendor List & Contract Values

Vendor / OEM	Specialty or System	Contract Value
DELLNER, INC.	Coupler System & Components	$ 200,000
HUBNER MANUFACTURING CORPORATION	LRV Bumper Systems	$ 250,000
SIEMENS MOBILITY, INC.	Alignment Specialty Signal Components; LRV Circuit Boards & Sensors	$ 1,000,000
VOESTALPINE NORTRAK, INC	LRV Track Components	$ 150,000
Total		$ 1,600,000

Information Summary

DATE
July 31, 2024

AGENDA ITEM 5

SUBJECT
Report on Current Events and Suggested Future Agenda Items

PURPOSE
Chair Brady will provide members the opportunity to report on current events and suggest future agenda items for consideration.

COST AND BUDGET
None

RECOMMENDATION
This item is presented for information only.

BACKGROUND/DISCUSSION/CONSIDERATION
None

COMMITTEE ACTION
None

CONTACT
Jessica Mefford-Miller
Chief Executive Officer
jmeffordmiller@valleymetro.org

ATTACHMENT
None

Pending Items Request

Item Requested	Date Requested	Planned Follow-up Date