



MEETINGS OF THE

Boards of Directors

Joint Meeting Valley Metro RPTA and Valley Metro Rail	Valley Metro RPTA	Valley Metro Rail
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Date:
October 24, 2019

Starting Time
12:00 p.m.

Meetings to occur sequentially

Location:
Valley Metro
Lake Powell Conference Room (10A)
101 N. 1st Avenue, 10th Floor
Phoenix

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Agenda

October 17, 2019

Joint Meeting Agenda Valley Metro RPTA And Valley Metro Rail

Thursday, October 24, 2019
Lake Powell Conference Room
101 N. 1st Avenue, 10th Floor
12:00 p.m.

Action Recommended

1. Public Comment (yellow card)

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

1. For Information

2. Chief Executive Officer's Report

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

2. For information

3. Minutes

Minutes from the September 19, 2019 Joint Board meeting are presented for approval.

3. For action

4. Audit and Finance Subcommittee Update

Councilmember Arredondo-Savage, Chair of AFS, will provide an update on the discussions and actions taken at the Audit and Finance Subcommittee meeting.

4. For information



CONSENT AGENDA

5A. Commercial Property, Liability and Workers
Compensation Insurance Coverage Purchase

5A. For action

Staff recommends that the Boards of Directors authorize the CEO to purchase renewal coverage for Valley Metro's insurance needs as follows:

- (1) Commercial Property and Liability Insurance Coverage from December 1, 2019 to November 30, 2020 for an amount not to exceed \$2,280,027. RPTA's obligation is \$249,881. VMR's obligation is \$2,030,146.
- (2) Workers Compensation and Employer's Liability Insurance from March 1, 2020 to November 30, 2020 with CopperPoint Mutual Insurance Company for an amount not to exceed \$117,000.

5B. Transit Asset Management Plan - Fiscal Year 2020
Performance Targets

5B. For action

Staff recommends the Boards of Directors approve the agency's FY 2020 performance targets as part of the Transit Asset Management Plan.

5C. Miscellaneous Construction Services Contract
Awards

5C. For action

Staff recommends that the Boards of Directors authorize the CEO to execute a Miscellaneous Construction Services Contract with Builders Guild, Inc. and J. Banicki Construction, Inc. to provide construction services for Valley Metro's transit capital and operating needs for a combined amount not to exceed \$12,000,000 for a three-year contract period.



REGULAR AGENDA

6. Tempe Streetcar Construction – Light Rail Single Tracking

6. For information

Scott Smith, CEO, will introduce Luis Mota, Project Manager, who will provide information on a planned disruption to light rail service that will be required for Tempe Streetcar construction.

7. Travel, Expenditures and Solicitations

7. For information

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

8. Future Agenda Items Request and Update on Current Events

8. For information

Chairs Hartke and Arredondo-Savage will request future agenda items from members, and members may provide a report on current events.

9. Next Meeting

9. For information

The next meeting of the Boards is scheduled for **Thursday, November 21, 2019 at 11:15 a.m.**

Qualified sign language interpreters are available with 72 hours notice. Materials in alternative formats (large print, audiocassette, or computer diskette) 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

October 17, 2019

AGENDA ITEM 1**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**. Up to three minutes will be provided per speaker unless the Chair allows more at his/her discretion. A total of 15 minutes for all speakers will be provided.

BACKGROUND | DISCUSSION | CONSIDERATION

None

COST AND BUDGET

None

COMMITTEE PROCESS

None

RECOMMENDATION

This item is presented for information only.

CONTACT

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

ATTACHMENT

None



Information Summary

DATE

October 17, 2019

AGENDA ITEM 2**SUBJECT**

Chief Executive Officer's Report

PURPOSE

Scott Smith, Chief Executive Officer, will brief the Boards of Directors on current issues.

BACKGROUND | DISCUSSION | CONSIDERATION

None

COST AND BUDGET

None

COMMITTEE PROCESS

None

RECOMMENDATION

This item is presented for information only.

CONTACT

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

ATTACHMENT

None



Minutes

October 17, 2019

AGENDA ITEM 3

Joint Boards of Directors

Thursday, September 19, 2019
Lake Powell Conference Room
101 N. 1st Avenue, 10th Floor
11:15 a.m.

RPTA Meeting Participants

Mayor Kevin Hartke, City of Chandler **(Chair)**
Mayor Kate Gallego, City of Phoenix **(Vice Chair)**
Councilmember Jon Edwards, City of Peoria **(Treasurer)**
Vice Mayor Pat Dennis, City of Avondale
Vice Mayor Eric Orsborn, City of Buckeye
Mayor Alexis Hermosillo, City of El Mirage
Councilmember Mike Scharnow, Town of Fountain Hills
Councilmember Brigitte Peterson, Town of Gilbert
Councilmember Lauren Tolmachoff, City of Glendale
Vice Mayor Bill Stipp, City of Goodyear
Councilmember Francisco Heredia, City of Mesa (phone)
Mayor Gail Barney, Town of Queen Creek
Councilmember Susanne Klapp, City of Scottsdale
Vice Mayor Roland F. Winters Jr., City of Surprise
Councilmember Robin Arredondo-Savage, City of Tempe
Mayor Rui Pereira, Town of Wickenburg
Mayor Michael LeVault, Town of Youngtown

Members Not Present

Supervisor Steve Gallardo, Maricopa County
Councilmember Linda Laborin, City of Tolleson

Valley Metro Rail Participants

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

Chair Hartke called the meeting to order at 11:15 a.m.



Chair Hartke said good morning and welcome to the joint meeting of our Valley Metro RPTA and Valley Metro Rail. Let's please stand and join me in the Pledge, please. (The Pledge is recited.)

Councilmember Heredia, welcome on the telephone.

1. Public Comment

So the first item of business is public comments. Do we have any cards?

None today; right? Very good.

2. Chief Executive Officer's Report

Chair Hartke said our second item is our Chief Executive Officer's Report. Scott Smith.

Mr. Smith said thank you, mayor. And thanks to all of you for being here. Hopefully we'll get through this pretty quickly today.

The first thing I want to talk to you about is celebrate something which just happened yesterday. We were out in Peoria for the ribbon-cutting and the dedication of the new Peoria park-and-ride. Thank you, Councilmember, to your staff and your mayor pro tem and everyone.

Beautiful facility. Really cool because it's got something we've done before, but this is taking it to a new level and that's permeable -- is it permeable? Is that what it is? Pervious. I guess it's permeable, too -- but pervious surface. It's like a concrete base where when you put water on it, it doesn't pool it. It soaks through. And it's beautiful. So something we've done. We did out in Glendale at the park-and-ride out there, but now we have done it and taken it to a new level here, so thank you to all from Valley Metro and the Peoria city staff for working through that.

We are also moving along nicely with our Tempe Streetcar. We're about halfway done with construction. It's so far been going very well. I'd like to thank Vice Mayor Kuby by for participating in a Tempe Streetcar safety briefing. We are, as we said, 60 percent with OCS foundations about half the track and about 45 percent.

We've gotten through some very challenging issues with the closing down of Mill Avenue for the summer. And now we're on Rio Salado where these are very tight areas and it's been great to work with our contractor Stacy Witbeck's staff and Tempe city staff and the Downtown Tempe Association to do something really well.

Our staff along with First Transit donated a bus to the SUNS Bahamas donation drive on September 10. We participated with the SUNS on an event to raise to collect items



and raise money for the victims of the Bahamas hurricane. We got hundreds of water bottles, air mattresses, pillows, dozens of boxes of toiletries, medical supplies, can food and more. The SUNS were very appreciative of us being, once again, being able to use our assets to benefit the community.

And finally, bittersweet announcement and that is that Ron Brooks who has been serving and leading our paratransit and accessible services has accepted a job in the private sector. You know, it's bittersweet because you always hate to lose good people, but you recognize when you have good people others are going to offer them more and hire them away. And so we are we're going to greatly miss Ron.

He's led us through some challenges and I think where we are with paratransit is into really a new horizon how we talk about paratransit and how we're going to administer and operate paratransit, so we thank you, Ron. Where is Ron? There he is over there in his normal seat. Thank you, Ron. Wish you the best of luck and it really sucks that you're leaving, but we understand that you're going on to bigger and more lucrative things and with greater responsibility.

So Ron's last day will be October 4, so he'll be around for another couple weeks, so we'll do a nice transition. After which, Carol Ketcherside our deputy director of planning and development will lead our accessible transit services on an interim basis while we put out a call for applicants for that. And I would like to invite you and your staff understanding that paratransit touches every one of our member cities, please, we will seek your input and insight as we move to replace Ron.

The last thing is calendar meetings coming up. As you can see we are planning a study session not in October but for November and please note the meeting time in October is noon.

Chair Hartke said thank you, Mr. Smith.

3. Minutes

Chair Hartke said the next item is our minutes. The minutes will be updated to reflect a request from Councilmember Edwards that the travel reports include a cumulative total. The minutes from the August 29, 2019 joint board meetings are presented for approval, so I request a motion and a second to approve the August 29, 2019 joint board meeting minutes with the correction mentioned.

IT WAS MOVED BY VICE MAYOR ORSBORN, SECONDED BY COUNCILMEMBER EDWARDS AND UNANIMOUSLY CARRIED TO APPROVE THE AUGUST 29, 2019 AS CORRECTED.

4. Audit and Finance Subcommittee Update



Chair Hartke said Item No. 4 is our Audit and Finance Subcommittee meeting update. And Councilmember Arredondo Savage will provide the update. Councilmember.

Councilmember Arredondo-Savage said thank you, mayor, I really do appreciate it. I think this is only our second update that we've ever done if I remember right, so we're kind of working through it trying to figure out what it is this board would like to hear from the Audit and Finance committee.

But for an update I will call on Mary back there, too, so we can kind of do this together. And I just want to say thank you to Mary and her team because they are really incredible. We're very lucky to have an outstanding auditing team for Valley Metro and I'm grateful for that. So it keeps us really busy and we keep them very busy too. This last meeting one of the things that we did we just reviewed because we have a couple new members on the Audit and Finance committee who's just responsibility is our Audit and Finance committee and the make up of our committee.

The biggest thing that we reviewed at the last meeting was our bus service contract. And as you all know this is probably our largest contract and it's very, very important I think to Valley Metro and to our residents and your users.

Some of the feedback that we saw we actually noticed there were ten findings, ten recommendations that reviewed some things like incomplete procurement files, lack of documentation for change in orders, contract monitoring.

But what we did was we said we would like to have an update back in January and we gave some direction to Mary to work with Scott Wisner and I know they're going to be working together making sure that we follow up and get those resolved.

As you know the Audit and Finance committee one of the biggest things that we actually do is try to make sure that we're very thorough and we provide the oversight and review of our internal audit functions, so that was one of the things that we also looked at. There was some concerns in regards to the internal audit exceptions, which if you know what the internal audit exceptions, we've seen them all, which are completed audits with recommendations that have past due dates. Mary, did I get that right?

Ms. Modelski said yes, ma'am.

Councilmember Arredondo-Savage said so what we do is we just kind of look into why they're past due, what's going on, what we need to do to get those resolved and moving forward and I believe Scott Smith is going to be working with IT to make sure that gets resolved really soon because that is one that has significant outstanding date and several open items that were a little concerning to the Audit and Finance committee too. The other thing that we had talked about, too, was the performance review for our auditor and our CFO. And we actually postponed those as we didn't quite have enough



background information and really wanted to secure a better process so we can follow that and hopefully as we work through some of the processes with our reviews we'll come up with I think Mike Minnaugh is on the docket for today, so I think we are wanting to really create a little bit more of a formal process that we can follow which I think will be very helpful.

There are a couple things we actually have two audits on hold and we're waiting for the policy updates, those are the travel and the credit card updates, so we are keeping those in the forefront. And we always like to add more work to Mary and her team, so we are working and added performance management and hardware and software management additions.

And I'll ask Mary if there is anything I missed or needed to add or I'd ask my fellow members if there's anything? Are we good? Did I catch that? All right. So I will tell you we're working really hard. We know that our responsibilities are going to be a little bit greater when it comes to the budget and we are definitely trying to do our best to pay attention to our audits and hold everybody accountable and keep things moving forward. So, thank you, mayor.

Chair Hartke said thank you, Councilmember.

5. Consent Agenda

Chair Hartke said Item No. 5 is our consent agenda. The items are listed on the consent agenda for approval. I believe that there is one item that is going to be requested to actually give a presentation. Vice Mayor Stipp.

Vice Mayor Stipp said Mister chair, thank you. I would like a presentation and be able to ask some questions about 5C, the Enterprise Technology Services Contract Funding Increase.

Chair Hartke said all right. So we can I suppose move that to action? So apart from 5C, is there a motion and a second to approve the consent agenda as presented?

IT WAS MOVED BY VICE MAYOR ORSBORN, SECONDED BY COUNCILMEMBER ARREDONDO-SAVAGE AND UNANIMOUSLY CARRIED TO APPROVE CONSENT AGENDA ITEMS 5A AND 5B.

Chair Hartke said Item 5C. Mr. Smith.

Mr. Smith said thank you, mister chair. I'd like to introduce Phil Ozlin who's our director of information services.



Mr. Ozlin said good morning, mister chairman, ladies and gentlemen of the Board of Directors. Thank you, for giving me a chance to expand a little bit on this item for you today. What we're looking at is a contract that we currently have with Enterprise Technology Services.

And I think one thing that I need to do is make an apology for a poor choice in word on the memo. In the memo it specifies funding and I think that's created some confusion regarding whether this is a request for an increase of budget and I wanted to address the fact that there is going to be no change in the budget. These funds are already budgeted. What we are looking for is an administrative authorization increase on the contract to spend the budgeted funds against that contract with that vendor.

So our request our ETS contract utilization has increased due to the addition of a 3.6 full-time equivalent over a 4.5 year period in the contract. We have added data center co-location services shifting from our previous vendor to ETS due to a significant reduction in cost. And there have recently been some rate increases generated by a memorandum of understanding between the State of Arizona procurement office and knowledge services.

As I mentioned before, all of the funds to cover this contract increase are already in the adopted FY20 budget. There will be no change to the budget. And we're seeking a contract authorization increase to allow continuation of the existing service levels that we have.

Covering a little bit in detail the changes to the contract that are resulting in this increase. We have a timeline of staffing changes over the last three years where we have increased from original amount of two individuals as help desk technicians and one engineer three days a week to an eventual 4.4 help desk technicians and one individual one time a week on the engineering staff.

We were at one point slightly higher on the engineering staff but experienced a reduction in FY20 due to converting that person to a direct employee which saved us \$63,000 and increased our engineering hours available by 11 percent.

The second change is the data center hosting services. In FY19 we switched from a direct lease with CyrusOne Data Center which had a minimum purchase requirement and square footage, which was far above and beyond what we required, to ETS which allows us to sublease exactly what we require at Aligned Energy Data Centers.

This reduced the yearly cost of our data center spend from \$102,000 to just under \$35,000 saving \$67,000 a year. We're requesting a corresponding increase to the ETS contract to cover that \$35,000 as we will not be expending it against the CyrusOne contract which we have discontinued, but against the ETS contract.



And then finally the service rate change that I mentioned between the State of Arizona procurement office and knowledge services, the day after the RTAG meeting preceding this board meeting we received an e-mail containing a memorandum of understanding between the State and knowledge services announcing a 6 percent rate increase which was effective earlier this month. We added at that point an additional \$91,000 to cover that change.

There have been some questions regarding the help desk staffing levels from various cities and their information technology staff as well as some concern regarding the fact that we chose to publish memo using user-to-technician ratios.

I wanted to show that we did not develop the number of staff that we have today through those ratios. We were simply expressing them in those ratios believing that it would be a little bit easier to digest. We've actually looked at the number of incidents that we handle, the handle time of those incidents, our efficiency in handling those incidents. And we have come up with an idealized number based on research from Gartner and Info-Tech of 3.8 FTE. But that is, of course, assuming that calls come in one after another that nobody has downtime that there are no surges in call pricing that it's an eight-hour service day where, whereas we run a ten-hour service day, and that we cover one physical location rather than the seven that we do. So our actual coverage is 4.4 FTE.

Based on those service changes and our desire to continue delivering the level of service to Valley Metro that we have been in recent years, we're requesting that you approve an increase to the authorization of the contract of \$1,651,000 for the period ending November 30, 2021.

At this point I'll be happy to answer any questions that any of you may have.

Vice Mayor Stipp said thank you for the update. It provided some clarity. I'm confused by the no change to the FY20 budgeted amount, so can you try to -- you're asking for an approval for \$1.6 million, but what you were talking about seemed to be about \$120,000, the 91 from the 6 percent increase plus the \$34,000 from the call center, so how does this all -- can you kind of run through that?

Mr. Ozlin said certainly. So the way that it ties together is the \$120,000 is the increase based on the co-location changes and the fee changes. There's some additional small amount, about \$20,000, that is the software as a service monitoring coverage for our increase in computers over the last three years. And the remainder of it is for those 3.6 FTE over the 4.5 years of the contract. Does that help clarify?

Vice Mayor Stipp said a little bit. What I'm trying to figure out is are we increasing the contract by \$1.6 million?



Mr. Ozlin said excellent. So the way that we do things here is kind of a two-layered process. The budget is approved, but before we can expend that budget against anything over a certain value, we have to have a contract authorization to make that expenditure with a particular vendor for a particular purpose.

So we have funds in the budget that was approved to cover this level of service, but the amount that was authorized to expend with ETS originally will run out in March 2020, and we are requesting this increase in authorization against the single contract to allow the expenditures against it. So the budget won't change, but how much of the budget we spend against this contract will change. Does that make sense?

Vice Mayor Stipp said I think so, but I'm not going to let the fog in my brain slow this down. So I do have a couple of technical questions if I may? You know, you talked about the number of calls into the help desk and based on the number of employees.

Is there a different metric that we use to measure the effectiveness of the service that's being provided more than just the number of calls that are coming in? Because just the number of calls may be an indication of employee training levels maybe, it may not have anything to do necessarily with IT.

Mr. Ozlin said you are absolutely correct. There are a lot of factors that go into that training, automation, awareness. There are a variety of metrics that we look at, the amount of incidents, the average handle time, the first call resolution, sort of the efficiency of the person, how much time they spend handling incidents versus entering notes, making knowledge-base entries, doing project work.

We have just implemented some awareness campaigns among our users to help drive that call volume down, but the level of staffing that we have currently represents our sort of current awareness and capabilities and the value of the contract is that if that need goes down if that volume decreases then we just use fewer FTEs or fewer man hours on that contract.

Vice Mayor Stipp said and therefore we pay less.

Mr. Ozlin said correct.

Vice Mayor Stipp said okay. Final question, if I may? I think you covered it, but I'm not entirely sure, so I want to get to it specifically. You made a reference in the memo accompanying this that we would use the revenue from vacancies to cover this increase. Was that the error that you were looking at? I've hand scribbled some notes, but there was a reference made to revenue from the number of vacancies being able to cover the cost of the increase and that always disturbs me from a standpoint of vacancies are ongoing, constant expenses and if we decide to fill those positions, then we can't necessarily use the savings for a contract that goes beyond this current fiscal



year, so you may save the money this year, but if the contract goes into the next fiscal year, now we've obligated those additional ongoing funds in a future fiscal year. Do you see how this thing will snowball?

Mr. Ozlin said yes.

Vice Mayor Stipp said are we not doing that?

Mr. Ozlin said No. The mention of vacancies the reference that I'm aware of and if I used it somewhere else, I apologize, please direct me to it and I'll address it. But the use of vacancies that I recall from the memo is in reference to the price increases for the knowledge services State of Arizona contract. Anyone who is working here as of that September date when it went active, their rate does not increase until the position is vacated and refilled. At that point, the replacement is at the higher rate. So anyone who continues will remain at the existing rate. Anyone who is refilled will change.

We do have regular turnover as it is a contract and a help desk position, so we do expect fairly quickly for the turnover to occur and those positions to come in at the higher rate. There will be some savings while those positions continue at the existing rate.

Vice Mayor Stipp said but not obviously not \$1.6 million worth.

Mr. Ozlin said no.

Vice Mayor Stipp said so we will see an increase in the next fiscal year's budget request for additional IT service?

Mr. Ozlin said actually for the ETS expenditure the amount requested for next year's budget will be less than this year's budget due to the hiring of that engineer correctly.

Vice Mayor Stipp said okay. Great. I appreciate all your time in providing the information.

Mr. Ozlin said hopefully I've addressed your question to your satisfaction. Does anyone else have any questions? Thank you, again.

Chair Hartke said all right. So this has been moved to action. Is there a motion for approval of 5C?

IT WAS MOVED BY VICE MAYOR STIPP SECONDED BY COUNCILMEMBER ARREDONDO-SAVAGE AND UNANIMOUSLY CARRIED TO APPROVE CONSENT AGENDA ITEM 5C.



6. Transit Standards and Performance Measures

Chair Hartke said Item No. 6. Transit Standards and Performance Measures Update. Scott Smith.

Mr. Smith said thank you, mister chair. I'd like to introduce Joe Gregory who will give you a brief overview of our transit standards and performance measures, which sounds really important and that's because it is. And he'll explain to you why it fits in with our overall planning and operations and how it impacts each of you, your cities. Joe.

Mr. Gregory said thank you, Mr. Smith. Mister chair, members of the board, I'm happy to present the transit standards and performance measures update to you today.

So the purpose of this is to gain approval of the transit standards and performance measures update, and one note before we really start into the presentation is that the presentation in your packet is the full presentation with all of the details, but I'll be giving it in an abbreviated presentation today to try to abbreviate some of the details, but we can certainly go to the more comprehensive one if anyone needs it.

So why do we do this? Why do we have the performance based system, the transit standards and performance measures? It's really to create objective standards for decision making in order to provide riders with consistent expectations.

It's also required by the law and the FAST Act and Prop 400 performance audits, but the main focus is to have those objective standards so that when we're making decisions they're based on facts and data and not on opinions.

So the transit standards and performance measures were first initiated by Valley Metro in 2012 in collaboration with your staff. We and your staff have revised and updated the standards every two years since then. This is the fourth phase of the updates thus far, and we plan to continue to update the document every two years along with your staff.

This is the long presentation up here. Well, some of them got combined into one, so I just want to make sure we're all looking at the same thing. All right. Very good. We're back on track now.

So the first activity was to revisit the existing standards and existing performance measures defined in the first three phases to make sure they're still providing us with appropriate metrics to effectively report on the system, and we did make a few changes within those existing standards.

We also added new services that are not defined in the first three phases. Those include streetcar, bus rapid transit and new mobility services, such as, our partnerships



with Waymo, with Uber, Lyft, with the grid bikes, all those types of new mobility services that were not in existence basically two years ago the last time these were updated.

We also changed the Short Range Transit Program five-year planning timeline. So currently for service changes that require fleet, we ask for financial commitment letter two years prior to implementation. This would change that time frame to three years rather than two before implementation.

And this is really to help us with the fleet ordering because as you probably know it takes two years to order fleet and so there were a lot of times where there's a time crunch as far as making sure that we had the correct commitments in order to order the fleet, so we certainly didn't want to ever order fleet and not have services to use that fleet.

Mr. Smith said Joe, if I could. That impacts all of you because right now we ask when we're ordering the fleet we ask the cities if there are service that are dependent upon city funding and other things, we ask that commitment two years in advance.

You're going to be asked earlier and because we've run into some challenges, as Joe said, with fleet, fleet purchases and the ability to incorporate those in city budgets because a lot of the service we provide you are over and above the Prop 400 regional moneys.

And so that is a change. And your staff this was done in conjunction with your staff. We recognize the challenges we have with that two year advance commitment. Greg.

Mr. Gregory said thank you. And so the next was to develop capital M&A classifications. So we classify facilities everything from bus stops, transit centers, park-and-rides. And everything was in order to help us establish rider expectations for the presence of infrastructure, such as, the TBMs, water fountains, shelter, shade, shaded parking. All those types of infrastructure at the different amenities to make sure that the riders have a good expectation of what they can expect when they go to certain areas.

And then we also incorporated two new additional corridor designations. First we have the frequent service network. This is defined as the services that arrive fifteen minutes or less every day from 6 a.m. to 6 p.m.

And you can see here in the orange are those that currently meet that frequent service network. So both of these new corridors were to designate those services that provide exceptional services to riders. And the important thing to understand about also these is that none of the ones in orange on here are only regionally funded. Every one of them has a component of local and regional funding and that's the only way to achieve this kind of network that we're trying to build out.



And then the next corridor is the night owl service. So these are services that include at least one full trip in both directions after midnight Monday through Friday. And you can see here again the importance of the local funding because most of these are in Phoenix and most of these were directly from the T2050 increases that were instituted within the last three or four years since that came into effect. So they made a real commitment to providing late-night service and that's what it's showing there.

And so again, the recommendation is to approve the regional transit standards and performance measures update. And I'm available if anyone has any questions.

Chair Hartke said are there any questions? Vice Mayor Stipp.

Vice Mayor Stipp said thanks for the presentation. I was reviewing the other one that was included in the packet and the thing that caught my eye was the phase 4 2019 update, which is the transit standards performance measures will be reviewed every two years and updated regularly as appropriate to ensure that it is consistent with Valley Metro's evolving goals.

My takeaway from that was we don't have really anything new to add? Is that a correct takeaway?

Mr. Gregory said no. We added a number of new things in this update. So I think we've taken care of what we needed so far. And then we're planning in another two years to look at it again and see if there's any additional updates that we need to add.

Vice Mayor Stipp said so the plan for this year is to do the few items that you just spoke about; is that correct?

Mr. Gregory said yes.

Vice Mayor Stipp said okay. So those were new additions?

Mr. Gregory said yes. Everything that I presented today were new additions and existing over and above what was already in the existing documents. And also this time we've combined all four phases into one document so it can be basically, you know, people can carry it around to service planning working group meetings or those types of things.

Vice Mayor Stipp said okay. And then the final question is are we using any benchmark organizations to compare this against? We hear regularly about well, we need to go to this city or that city for benchmarking purposes and I didn't pick up any reference to benchmarking in the presentation that we had.



Mr. Gregory said so most of that took place in the first phase which started in 2012. And we basically set up a technical advisory group that included members from a lot of different agencies and they came and were able to share the best practices with us here at Valley Metro, and we kind of gleaned everything we could from them and have incorporated those into our transit standards and performance measures.

And everything since then has been -- we go back and periodically check on what our peer agencies do and if there's any kind of new services or new documents that they're providing and we try to incorporate those into our planning as well.

Mr. Smith said and, Vice Mayor, also if you remember every quarter we do a transit performance report and we look at our peer cities. We've identified a group of peer cities, such as, Denver, San Diego, Salt Lake, Dallas that we've identified as peer. And we do compare our actual operating statistics, which is a little different than the planning. But operating statistics we do compare those with peer cities to see how we're doing operationally and mostly those are cost per passenger mile, those kind of things.

Vice Mayor Stipp said okay. Thank you very much.

Chair Hartke said are there any other questions or comments? Yes.

Vice Mayor Dennis said in reference to the slide that you had in reference to the frequent service network, looking at that, you know, it's hard to tell in reference to how many routes there are, but what is the percentage compared to all of our routes? And what's our goal in order to increase routes to that fifteen minutes or less?

Mr. Gregory well, we would like to increase it as much as we can. This represents probably about ten or so -- 10 percent or so of all of our routes. And the reason we would like to increase it is because it gives riders a good assurance that wherever they're going that they'll always be able to make frequent transfers and they'll be able to not have to wait at the bus for very long.

And what we've seen in research is that less than fifteen minutes people don't really need to use a schedule because they know that regardless of when they go out to the bus stop they're not going to have to wait that long for the next bus to come along and they can make sure that they have a good transfer waiting for them where they're not going to have to wait a full hour or a half hour for those types of things.

Vice Mayor Dennis said now I understand. I understand the purpose of it and I think it's great. I just was wondering what the percentage of it was that you're saying is about 10 percent. And do we have some set goals at this point on -- I'm not aware of them at this time -- in order to look at how do we move some of these other routes that we have to that standard.



Mr. Gregory said we and your staff we all work together. We didn't come up with specific set goals of saying having 50 percent by 2025 or something like that. It's more kind of an aspirational aspect of it that we would like to increase this as much as we can and we certainly understand that not every city can bring those types of investments into the bus system, but it's something that we're going to try to develop. And when there's opportunities to, we'd like to kind of tip the scales to making sure that maybe there's some routes that are operating at twenty minutes right now and if we could just bring that down to fifteen minutes without a large amount of investment that that could be a priority for us.

Vice Mayor Dennis said and I appreciate that. I just when you look at, you know, looking at these types of measures I always look at, okay, if we're going to address this as a measure, then what's our goals that we keep on addressing every time we do that update. So that's my concern is that anytime we develop a measure that there is some kind of set goal or standard that we're trying to meet. That's all.

Mr. Smith said and, vice mayor, if I could, the reality is our goal is we would love to get lower than thirty minute. I mean, if you look at studies and if you look at nationwide and peer comparisons, a thirty minute transit system barely functions because of the dependability and the consistency. I mean, if I miss my bus by a minute and I have to wait another thirty minutes, I usually don't take the bus.

If you get down to at least 20 minutes it gets better. Fifteen minutes is nirvana. The reality is one reason we don't focus on that is that is very expensive to do. You go to 15 to 20 minutes you have to add buses, you have to add operators. It's very expensive to do.

Phoenix as part of their T2050 specifically put as their goal to expand to citywide a reduction in, what we call, headways, those things down to twenty minutes. And on the thirty minute and down to fifteen minutes or even less on very busy routes and they saw an increase in the performance and a decrease in customer complaints, those kind of things.

But the reality is that for the foreseeable future at least through 2025 unless a city is willing to supplement regional funding or eliminate other services there simply is not the financial capability to reduce the head times to where -- headways to where we are now.

Vice Mayor Dennis said so if that's an element in order for us to look at developing what we want to put on the ballot for 2025, I would suggest that that is something that is a board as an organization and to take a look at some of these particular goals in order for us to incorporate those dollars and cost in order to bring back to the public to get that approval.



Mr. Smith said and I would hope that would be part of the discussion that comes up because we all for transit we have these transit deserts particularly in the northwest, southeast and west -- southwest valleys that don't have adequate service now because of growth. We have to expand that over and above what we're already spending to get just to some regularly scheduled service, but then to increase other service where a fifteen minute would really be a huge benefit or even a twenty minute that's over and above. So, yes, there are many demands that need to be met that I hope are part of the Prop 400 extension request.

Now, the one example I have where we have change service is primarily in both Chandler and Mesa. We were running the LINK service which was sort of like a bus rapid transit and we had over lane local service also routes, we decided -- with the cities -- to eliminate the LINK service, but we took the savings and invested in shorter headways on those local routes. And we've seen in both cases a significant jump in ridership and better service.

So those are the kind of decisions you need to either come up with more money or make serious decisions relating to existing routes and how to redeploy those funds to another route that may be would serve the public better if it could be reduced out of thirty minutes and sixty minutes on the weekend.

Vice Mayor Dennis said okay. Thank you.

Chair Hartke said any additional comments or questions? Seeing none, I'd like to request a motion and a second to approve the Regional Transit Standards And Performance Measures Update.

IT WAS MOVED BY VICE MAYOR ORSBORN, SECONDED BY MAYOR GALLEGOS AND UNANIMOUSLY CARRIED TO APPROVE THE REGIONAL TRANSIT STANDARDS AND PERFORMANCE MEASURES.

7. 2019 Transit Life Cycle Program Update

Chair Hartke said Item No. 7. 2019 Transit Life Cycle Program Update. Scott Smith.

Mr. Smith said thank you, mayor. I'd like to introduce Paul Hodgins our chief financial officer who will go over where the actual real day-to-day planning does take place, an extension of what Joe just talked about and that is the TLCP.

Mr. Hodgins said thank you, Mr. Smith. Mister chair, members of the board, back in June I gave a presentation it was an initial presentation with information on the Transit Life Cycle Program which is the program that manages our twenty year Prop 400 funds. So, we in the meantime, we've had some subregional meetings work with your staff, so we made some changes to the model from what we saw in June. And your packet



contains a full presentation with all of the information. I was planning on just highlighting a few of the slides today, but obviously we would be happy to answer any questions that you have.

First of all, as I mentioned, it is a twenty year program, but it's a static twenty years. It's always January 2006 through December of 2025. So we really only have about six and a half years left in this program. And as you can see looking at the forecast over the years after the recession we've been fairly consistent in looking at revenues in about the \$2.9 billion range.

So that's really I don't foresee any changes for the next six and a half years or so, so \$2.9 billion is really what we're looking at.

We did update the model, update some of the projects in there and we were able to include additional service improvements. The ones highlighted in green on the screen are what are new in this model. They include some advancements of regional funds for what are currently locally funded service.

There are some improvements, a couple of improvements in late night or weekend service, but we did work to try to get as many new improvements in that given that there's only six and a half years, flexibility is getting less and less, but we did work in a whole bunch new improvements for this round.

And as a summary on our cash flow we have about projecting about a \$42 million balance at the end of the program. So the cash is balanced.

On the rail side we have a few changes in the map for the rail corridors. The three key projects in Phoenix that we're working on now: We're looking at a 2024 opening date; 2021 for our operations and maintenance center expansion to accommodate all the new expansions and the new vehicles that are coming; we do expect the Tempe Streetcar to open in 2021.

And then we have a couple of corridors in Phoenix that we're listing as 2040. That's more of an administrative. We don't necessarily have a set date for that. 2040, though, is the last year of the regional transportation plan, so really, the 2040 date keeps them in the plan so we can continue at some point and have discussions about those corridors, but they're outside the official Transit Life Cycle Program time frame.

And also quick cash flow summary on the rail program, we have about a \$12 million balance. We did a lot of reprogramming of the regional funds and the CMAQ federal funds to ensure that the corridors in the program are fully funded as much as possible, so that's why we've brought that fund balance down to about \$12 million, so we really wanted to ensure that those corridors were fully funded.

So just a couple quick highlights that I wanted to show for both of those programs. We had asked you to approve the Transit Life Cycle Program Update, but if there are any questions in the meantime, I would be happy to answer them.

Chair Hartke said questions or comments? Seeing none, I'd like to request a motion and a second to forward to the board of directors approval to the Transit Life Cycle Program update.

IT WAS MOVED BY COUNCILMEMBER EDWARDS, SECONDED BY COUNCILMEMBER KLAPP AND UNANIMOUSLY CARRIED TO APPROVE THE 2019 TRANSIT LIFE CYCLE PROGRAM UPDATE.

8. Executive Session

Chair Hartke said Item No. 8 is to request a motion and a second to enter into executive session. Is there a motion?

IT WAS MOVED BY VICE MAYOR ORSBORN, SECONDED BY COUNCILMEMBER KLAPP AND UNANIMOUSLY CARRIED TO ENTER INTO EXECUTIVE SESSION.

The regular meeting adjourned at 12:02 p.m.
The regular meeting reconvened at 12:59 p.m.

9. Executive Session Action Items

No action was taken on this item.

10. Travel, Expenditures and Solicitations

This item was presented for information.

11. Future Agenda Items Request and Update on Current Events

Chair Hartke said Item No. 11 is Future Agenda Item Request and Report on Current Events.

Mr. Smith said Mister chair, if I could, just for information only, something came up in the Audit and Finance Subcommittee and just to make you aware. One of the questions is our participation in EnoMAX that expands our travel report every month because we have eight people that go and participate in this program. And we were requested for those members those who participated to share with you their experiences and report back on that to make sure that it's worthwhile.

They already do that to the leadership team, and so we agreed that probably starting in November we will have some EnoMAX participants who will come and give very short



presentations to you on the merits of the program, what they learned and how they've been able to utilize their experience there to benefit Valley Metro. So that's just something to look forward to.

Chair Hartke said okay. Very good. Members, any additional items for future meetings you would like to ask for or anything else that you would like to be informed about?

Seeing none, meeting adjourned.

With no further discussion the meeting adjourned at 1:01 p.m.



Information Summary

DATE

October 17, 2019

AGENDA ITEM 4**SUBJECT**

Audit and Finance Subcommittee (AFS) Update

PURPOSE

Councilmember Arredondo-Savage, Chair of AFS, will brief the Joint Boards of Directors on discussions and actions taken on the Audit and Finance Subcommittee meeting.

BACKGROUND | DISCUSSION | CONSIDERATION

None

COST AND BUDGET

None

COMMITTEE PROCESS

None

RECOMMENDATION

This item is presented for information only.

CONTACT

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ATTACHMENT

None



Information Summary

DATE

October 17, 2019

AGENDA ITEM 5A**SUBJECT**

Commercial Property, Liability and Workers Compensation Insurance Coverage

PURPOSE

To request authorization for the Chief Executive Officer (CEO) to purchase renewal coverage for Valley Metro's annual insurance needs as follows:

- (1) Commercial Property and Liability Insurance Coverage from December 1, 2019 to November 30, 2020 for an amount not to exceed \$2,280,027.
- (2) Workers Compensation and Employer's Liability Insurance Coverage from March 1, 2020 to November 30, 2020 for an amount not to exceed \$117,000.

BACKGROUND | DISCUSSION | CONSIDERATION

Valley Metro purchases insurance on an annual basis to cover losses related to Valley Metro-owned property and to protect Valley Metro from claims. RPTA and VMR jointly purchase the insurance.

Valley Metro's insurance broker, Alliant Insurance Services, Inc. ("Alliant") obtained quotes from insurance carriers to meet Valley Metro's ongoing insurance needs. Valley Metro staff, city risk managers and Alliant representatives participated in a risk management conference on September 17, 2019 where parties reviewed and evaluated insurance renewal materials and discussed the best value available to Valley Metro for next year's insurance program.

Attached are three (3) tables that summarize insurance premium pricing for RPTA and VMR.

- Table 1 summarizes insurance premium pricing for RPTA. These figures represent RPTA's allocation of the combined RPTA and VMR insurance premium from the expiring insurance year and the current renewal year. Total excess liability limits are \$60,000,000 excess of a \$250,000 self-insured retention.
- Table 2 summarizes insurance premium pricing for VMR. These figures represent VMR's allocation of the combined RPTA and VMR insurance premium from the expiring insurance year and the current renewal year. Total excess liability limits are \$100,000,000 excess of a \$250,000 self-insured retention.



- Table 3 summarizes insurance premium pricing for Workers Compensation and Employer's Liability.

Valley Metro's insurance program covers RPTA and VMR. The premium is split between RPTA and VMR based on risk exposure as determined by the market, financial analysis and insurance underwriters. This combined approach provides Valley Metro with greater coordination in coverage and in overall purchasing power.

COST AND BUDGET

The premium costs by type of insurance coverage for RPTA and VMR:

Coverage Type	RPTA Premium	VMR Premium	TOTAL
Renewal Coverage			
Property	\$22,022	\$322,076	\$344,098
Inland Marine Rolling Stock	N/A	\$181,758	\$181,758
Inland Marine Town Lake Bridge	N/A	\$30,710	\$30,710
DIC – Excess Flood/Quake Town Lake Bridge	N/A	\$38,430	\$38,430
Crime	\$3,096	\$3,096	\$6,192
Auto Liability & Physical Damage	\$27,324	\$104,676	\$132,000
Excess Liability – Buffer Layer	\$13,210	\$193,190	\$206,400
Primary Excess Liability – 1st layer	\$34,574	\$505,646	\$540,220
Excess Liability – 2nd layer	\$35,483	\$101,517	\$137,000
Excess Liability – 3rd layer	\$15,369	\$43,971	\$59,340
Excess Liability – 4th layer	\$38,242	\$109,410	\$147,652
Excess Liability – 5th layer	\$42,865	\$122,636	\$165,500
Excess Liability – 6th layer	N/A	\$ 85,140	\$85,140
Excess Liability – 7th layer	N/A	\$67,080	\$67,080
Excess Liability – 8th layer	N/A	\$80,000	\$80,000
Pollution Liability (Previously renewed in 2018 – 3 year policy)	N/A	N/A	N/A
Stand-Alone Terrorism (NCBR)	\$1,696	\$24,810	\$26,506
Cyber/Privacy	\$16,000	\$16,000	\$32,000
Grand Total	249,881	\$2,030,146	\$2,280,027

Coverage Type	RPTA Premium	VMR Premium	TOTAL
Renewal Coverage			
Workers Compensation and Employer's Liability	\$12,180	\$104,130	\$117,000

Cost allocation between RPTA and VMR budgets for annual premium has historically been approximately 11% to RPTA budget and 89% to VMR budget based on annual



review of the value of assets. The upward cost adjustment between last year's expiring premium rates and this year's renewal premium rates ranges between 10-20% depending on the line of coverage. This is due to a tightening insurance market for transit liability risks. Additionally, in prior years, the total excess liability limits were placed with six (6) insurance companies. The upcoming year's insurance program requires eight (8) insurance companies in order to obtain the same excess liability limits.

For the term December 1, 2019 through and including November 30, 2020, RPTA's contract obligation is \$249,881, and is fully funded within the RPTA Adopted FY 2020 Operating Budget. Contract Obligations beyond FY 2020 are incorporated into the RPTA Five-Year Operating Forecast and Capital Program (FY 2020 – FY 2024).

For the term December 1, 2019 through and including November 30, 2020, VMR's contract obligation is \$2,030,146, and is fully funded within the VMR Adopted FY 2020 Operating and Capital Budget. Contract Obligations beyond FY 2020 are incorporated into the VMR Five-Year Operating Forecast and Capital Program (FY 2020 thru FY 2024).

For the term March 1, 2020 through and including November 30, 2020, RPTA's contract obligation for Workers' Compensation and Employer's Liability is \$117,000 subject to a payroll audit at the end of the policy period. If the audited payroll differs from the estimated payroll, there may be a nominal premium adjustment. Allocation of the cost will be attributed to RPTA and VMR budgets based on actual payroll allocations between the two budgets.

STRATEGIC PLAN ALIGNMENT

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

- Goal 2: Advance performance based operation

COMMITTEE ACTION

RTAG: September 17, 2019 for information

TMC/RMC: October 2, 2019 approved

Boards of Directors: October 24, 2019 for action

RECOMMENDATION

Staff recommends that the Boards of Directors authorize the CEO to purchase renewal coverage for Valley Metro's insurance needs as follows:

- (1) Commercial Property and Liability Insurance Coverage from December 1, 2019 to November 30, 2020 for an amount not to exceed \$2,280,027. RPTA's obligation is \$249,881. VMR's obligation is \$2,030,146.



(2) Workers Compensation and Employer's Liability Insurance from March 1, 2020 to November 30, 2020 with CopperPoint Mutual Insurance Company for an amount not to exceed \$117,000.

CONTACT

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ATTACHMENT

Table 1- RPTA Insurance Pricing
Table 2- VMR Insurance Pricing
Table 3- Workers Compensation and Employer's Liability Insurance Pricing



TABLE 1 – RPTA Insurance Pricing¹

Coverage Type	Policy Limit - Renewal	Renewal Premium	Policy Limit - Expiring	Expiring Premium
Property	Blanket Limit	\$22,022	Blanket Limit	\$18,852
Crime	\$2,000,000	\$3,096	\$2,000,000	\$3,470
Auto Liability & Physical Damage ²	\$750,000	\$27,324	\$750,000	\$23,591
Excess Liability SIR Buffer	\$500,000	\$13,210	\$500,000	\$12,021
Primary Excess Liability - 1st layer (in excess of \$750,000)	\$10,000,000	\$34,574	\$10,000,000	\$33,838
Excess Liability - 2nd layer	\$10,000,000	\$35,483	\$10,000,000	\$37,972
Excess Liability - 3rd layer	\$5,000,000	\$15,369	\$15,000,000	\$25,778
Excess Liability - 4th layer	\$15,000,000	\$38,242	\$25,000,000	\$36,066
Excess Liability - 5th layer	\$20,000,000	\$42,865	N/A	N/A
Stand Alone Terrorism (NCBR)	\$50,000,000	\$1,696	\$50,000,000	\$1,697
Cyber / Privacy	\$2,000,000	\$16,000	\$2,000,000	\$14,267
Grand Total		\$249,881		\$207,552

¹ Premium allocation for RPTA is based on financial risk exposure analysis.

² The auto liability and physical damage coverage applies to non-revenue vehicles. It does not apply to rail cars used for service.



TABLE 2 - VMR Insurance Pricing¹

Coverage Type	Policy Limit - Renewal	Renewal Premium	Policy Limit - Expiring	Expiring Premium
Property	Blanket Limit	\$322,076	Blanket Limit	\$275,698
Inland Marine - Rolling Stock	\$151,465,207	\$181,758	\$150,660,000	\$181,758
Inland Marine - Town Lake Bridge	\$22,581,224	\$30,710	\$22,581,224	\$30,710
DIC - Excess Flood & Quake on Town Lake Bridge	\$15,000,000	\$38,430	\$15,000,000	\$34,946
Crime	\$2,000,000	\$3,096	\$2,000,000	\$3,471
Auto Liability & Physical Damage ²	\$750,000	\$104,676	\$750,000	\$90,372
Excess Liability SIR Buffer	\$500,000	\$193,190	\$500,000	\$175,804
Primary Excess Liability - 1st layer	\$10,000,000	\$505,646	\$10,000,000	\$494,882
Excess Liability - 2nd layer	\$10,000,000	\$101,517	\$10,000,000	\$108,638
Excess Liability - 3rd layer	\$5,000,000	\$43,971	\$15,000,000	\$73,751
Excess Liability - 4th layer	\$15,000,000	\$109,410	\$25,000,000	\$103,185
Excess Liability - 5th layer	\$20,000,000	\$122,636	\$25,000,000	\$82,560
Excess Liability - 6th layer	\$15,000,000	\$85,140	\$15,000,000	\$40,145
Excess Liability - 7th layer	\$15,000,000	\$67,080	N/A	N/A
Excess Liability - 8th layer	\$10,000,000	\$80,000	N/A	N/A
Stand Alone Terrorism (NCBR)	\$50,000,000	\$24,810	\$50,000,000	\$24,810
Cyber / Privacy	\$2,000,000	\$16,000	\$2,000,000	\$14,268
Grand Total		\$2,030,146		\$1,734,998

¹ Premium allocation for VMR is based on financial risk exposure analysis.

² The auto liability and physical damage coverage applies to non-revenue vehicles. It does not apply to rail cars used for service.



TABLE 3 – Workers Compensation and Employer's Liability Insurance Pricing¹

Line of Coverage	Policy Limit	Renewal Premium	Expiring Premium
Renewal Coverage			
Workers Compensation and Employer's Liability	\$1,000,000	\$117,000	\$170,903

¹ The renewal premium pricing reflects eight (8) months of premium for the period March 1, 2020 through November 30, 2020 rather than the standard 12 months as the current policy for this line of coverage expires March 1, 2020. This structure will allow Valley Metro, on a forward-going basis, to concurrently purchase all renewal policies for Valley Metro's insurance program.



Information Summary

DATE

October 17, 2019

AGENDA ITEM 5B**SUBJECT**

Transit Asset Management Plan - Fiscal Year 2020 Performance Targets

PURPOSE

To request approval of the agency's FY2020 performance targets as part of the Transit Asset Management Plan.

BACKGROUND | DISCUSSION | CONSIDERATION

In 2016 the FTA published the final rule, including minimum requirements, for transit agencies to establish a Transit Asset Management Plan (TAMP) by October 1, 2018. The final rule requires transit agencies to establish a system to monitor and manage public transportation assets that improve safety and increase reliability and performance, and to establish performance targets.

Each year performance targets are to be identified and reported to FTA. These targets are also to be shared with MAG and ADOT for review and assistance with their requirement to set regional performance targets. Additionally, a charter agreement was signed by MAG, ADOT, City of Phoenix and Valley Metro that requires the yearly performance targets set by Valley Metro to be approved by the Board of Directors.

The performance targets set by Valley Metro for FY 2020 are as follows:

RPTA					
Category	Measure	ULB* or TERM**	FY19 Target	FY20 Target	# ****
Bus – 40' and longer	What % will meet or exceed useful life benchmark	14 years	10%	10%	30
Bus 30'-35'	What % will meet or exceed useful life benchmark	10 years	10%	10%	8
Vanpool	What % will meet or exceed useful life benchmark	8 years	8%	8%	15
Equipment and Non-Revenue Vehicles	What % will meet or exceed useful life benchmark	8 years autos	14%	33%	1
		14 years trucks	14%	19%	4
Facilities (Mesa Bus Operations & Maintenance)	What % of facilities will be under a 3 on the TERM scale	3 = adequate	0%	0%	0



VMR					
Category	Measure	ULB* or TERM**	FY19 Target	FY20 Target	# ****
Light Rail Vehicles	What % will meet or exceed useful life benchmark	31 years	0%	0%	0
Equipment and Non-Revenue Vehicles	What % will meet or exceed useful life benchmark	8 years autos	4%	0%	0
		14 years trucks	4%	9%	6
Facilities	What % of facilities will be under a 3 on the TERM scale	3 = adequate	5%	5%	3
Guideway Performance	What % of guideway is under a performance restriction***at some point during the year	NA	5%	1%	.6 of a mile

*ULB = Useful life benchmark

**TERM = Transit Economic Rate Model

***Performance restriction – the LRV must slow to less than its normal traveling speed.

****No. of assets that equal the % and are targeted to be over the ULB

COST AND BUDGET

None at this time

COMMITTEE ACTION

RTAG: September 17, 2019 for information

TMC/RMC: October 2, 2019 approved

Boards of Directors: October 24, 2019 for action

RECOMMENDATION

Staff recommends the Boards of Directors approve the agency's FY2020 performance targets as part of the Transit Asset Management Plan.

CONTACT

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ATTACHMENT

None



Information Summary

DATE

October 17, 2019

AGENDA ITEM 5C**SUBJECT**

Miscellaneous Construction Services Contract Awards

PURPOSE

To request authorization for the Chief Executive Officer (CEO) to execute Miscellaneous Construction Services Contracts with Builders Build, Inc. and J. Banicki Construction, Inc. to provide construction services for Valley Metro's transit capital and operating needs for a combined amount not to exceed \$12 million for a three-year contract period.

BACKGROUND | DISCUSSION | CONSIDERATION

Valley Metro is in need of construction teams to engage in a wide range of small and emergency construction services for bus and rail facilities for a three-year period (see Attachment 1 for a list of examples projects). SDB, Inc. (SDB) has been Valley Metro's Miscellaneous Construction Services contractor, also known as Job Order Contractor (JOC), since October 2017. The three-year term of the current contract ends in September 2020.

Procuring additional JOC's at this time allows for better continuity of construction services for smaller miscellaneous projects. The overlap of just under a year between the two contract authorizations will ensure that Valley Metro is ready and able to address issues critical to operations of both bus and rail facilities in a responsive, flexible, and timely manner. Additionally, construction needs are growing and are quickly exceeding the capabilities of the SDB contract. Valley Metro's immediate need is to repaint all existing rail stations, which will cost about \$5 million. The existing contract limits individual SDB task orders to \$2.5 million. SDB is currently painting some of the stations, but a separate contractor is needed to complete the work.

Valley Metro consulted previously with the Arizona Chapter of the Associated General Contractors (AZAGC) regarding the JOC contracting method. The consensus was that JOC would provide an opportunity for construction firms, having little or no past involvement in local transit construction projects, to gain experience with Valley Metro and perhaps provide the contractors with greater opportunities in the future. It was also suggested that the contract be limited to three years to provide more construction teams with similar opportunities in the future.

Task orders for specific projects will be negotiated and assigned to the contractors over



the duration of the contract. Individual project task orders will not exceed \$2.5 million, with most task orders being significantly smaller than this amount. The prime contractors will be required to self-perform at least 30% of the work over the duration of the contract, and sub-contractors may be utilized to assist as needed.

The JOC's fee (profit) rates have been negotiated and agreed to with the contractors pending the award of this contract. The rates were defined based upon project size. They also vary depending upon whether work occurs during normal work hours or after hours (e.g. evenings and weekends). This cost component was included in the evaluation process because federal funds may be used for some of the construction work. In order to be federally compliant, cost had to be a factor in the evaluation.

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

1. Valley Metro will match specific task orders with the appropriate JOC based on specific expertise, workload, and availability.
2. Valley Metro and the individual JOC will meet to generally define the scope.
3. Valley Metro will prepare a scope of work and issue a task order request.
4. Valley Metro will prepare an independent cost estimate prior to receipt of the JOC's estimate for the task.
5. The JOC will prepare a task order proposal and cost.
6. Final negotiations occur and the task is initiated
7. If price negotiations are not successful, then Valley Metro reserves the right to solicit the other JOC or advertise via open competition. In the case of open competition, all JOC's will be afforded the opportunity to submit a proposal along with the rest of the contracting community.

A Request for Qualifications (RFQ) compliant with FTA Circular C4220.1F and A.R.S Title 34-603 requirements was issued on July 3, 2019. The RFQ published evaluation criteria and corresponding point values were as follows:

Experience and Reliability	300 Points
Firms Demonstrated Expertise	325 Points
Method of Approach	375 Points

Proposals were received on August 7, 2019. A total of five offers were received and deemed responsive from the following firms:

1. Builders Guild, Inc.
2. GCON, Inc.
3. J. Banicki Construction, Inc.
4. RailWorks Track Systems, Inc.
5. TSG Constructors, LLC

The selection committee, comprised of two Valley Metro employees, one Valley Metro



contract employee, one City of Mesa employee, and a representative from a general contractor evaluated the five responsive offers. Based on the selection committee's initial scoring it was determined that three of the five firms would be shortlisted and invited to participate in negotiations, which occurred on September 5, 2019. These three firms were Builders Guild, Inc., GCON, Inc., and J. Banicki Construction, Inc.

Upon completion of negotiations, Valley Metro reached agreement with two of the three short-listed firms on contract terms and fees: Builders Guild, Inc. and J. Banicki Construction, Inc.

COST AND BUDGET

The JOC contracts combined for Builders Guild, Inc. and J. Banicki Construction, Inc. will not exceed \$12 million over the three-year contract period. It is estimated that the VMR cost would be roughly 70% of the overall contract amount, and that RPTA work would constitute the remaining 30%.

Projects proposed for the Fiscal Year 2020 (FY20) are included in the FY20 Valley Metro Operating and Capital Budget. Future projects will be identified in annual budgets and within the Five-Year Operating Forecast and Capital Program.

COMMITTEE ACTION

RTAG: September 17, 2019 for information

TMC/RMC: October 2, 2019 approved

Boards of Directors: October 24, 2019 for action

STRATEGIC PLAN ALIGNMENT

This item addresses Goals 1 and 2 of the Board-adopted FY16-20 Strategic Plan:

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

RECOMMENDATION

Staff recommends that the Boards of Directors authorize the CEO to execute a Miscellaneous Construction Services Contract with Builders Guild, Inc. and J. Banicki Construction, Inc. to provide construction services for Valley Metro's transit capital and operating needs for a combined amount not to exceed \$12,000,000 for a three-year contract period.

CONTACT

Wulf Grote, PE

Director of Capital and Service Development

602-322-4420

wgrote@valleymetro.org

ATTACHMENT

Examples of Miscellaneous Construction Projects



ATTACHMENT 1

EXAMPLES OF MISCELLANEOUS CONSTRUCTION PROJECTS

- Light rail station painting
- Park and Ride improvements
- Transit center improvements
- Bus and rail operations & maintenance facility upgrades
- Bus Stop improvements
- Cut and re-facing of buildings
- Demolition work
- Removal and replacement of PCCP and subsurface restoration
- Solar panel installation
- Installation of emergency generator
- Replacement and repair of automated gates
- Electrical upgrades to Valley Metro facilities
- Repair or replace sanitary sewer services
- Remove, repair and/or replacement of switch machines
- Remove and replace existing bridge joints
- Repair roofs at existing facilities
- Install bus bay and shelters
- Emergency service for track repair, switch replacement, traction power, communication or other assistance to rail operations
- Simple projects to install a fence, remove a planter, repair irrigation system, etc.

Information Summary

DATE

October 17, 2019

AGENDA ITEM 6**SUBJECT**

Tempe Streetcar Construction - Single Tracking

PURPOSE

To provide information on a planned disruption to light rail service that will be required for Tempe Streetcar construction.

BACKGROUND/DISCUSSION/CONSIDERATION

Tempe Streetcar construction will require installation of 5 light rail crossings/connections at 3 locations: Mill/3rd, Ash/3rd, and Apache/Dorsey. Valley Metro's project team conducted a year-long analysis to determine the best approach to safely completing this work while minimizing interruptions to light rail service. The analysis concluded we can maintain service through Tempe by single-tracking around the work. After review of several options, it was clear that maintaining safe and reliable service during this period requires modifying the light rail operations to run on 24-minute headways along the entire route. Currently, headways are 12-minutes during peak workday hours and 15-minutes during peak weekend hours.

The Mill and Ash locations are scheduled for installation between December 20, 2019 and January 5, 2020. This time period was chosen because it typically has the lowest ridership of the year.

The Dorsey connection point is less impactful and can be done over a 3.5 day period. This will occur between March 7, 2020 and March 9, 2020, which also has low ridership, likely the result of spring break.

Three-car trains will be used to accommodate the reduced service frequency. Construction is scheduled to be continuous during these time periods, including holidays.

To plan for this impact on light rail service, Valley Metro has begun coordinating with the cities of Phoenix, Tempe, and Mesa to ensure safety due diligence, special event services, and other considerations are addressed. A communications plan is in development to inform riders of the temporary change.

Staff will provide a presentation with additional information on the approach to the work and ongoing planning to reduce impacts.



COST AND BUDGET

Marketing and public information materials will be prepared. Costs will be incurred as part of the Tempe Streetcar project.

STRATEGIC PLAN ALIGNMENT

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

- Goal 1: Increase customer focus

COMMITTEE PROCESS

RTAG: September 17, 2019 for information

TMC/RMC: October 2, 2019 for information

Boards of Directors: October 24, 2019 for information

RECOMMENDATION

This item is for information only.

CONTACT

Wulf Grote, P.E.

Director, Capital and Service Development

602-322-4420

wgrote@valleymetro.org

ATTACHMENT

None

Light Rail Service Adjustments for Streetcar Crossing Installations



Task



5 connections
4 diamonds
1 turnout

Options Evaluated

- Shut down light rail segment
- Maintain light rail segment



3

Shut Down Light Rail Segment



PROS	CONS
Reduced construction duration	Most impactful to customers
Less safety risks	Damage to service reputation
Most construction during weekends	Loss of ridership
	Bus bridge is challenging

4

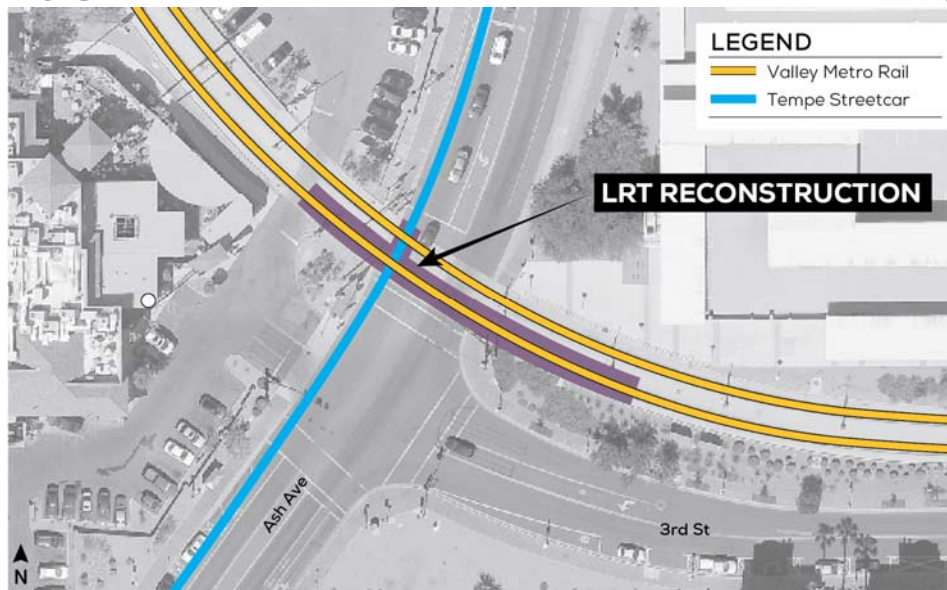
Evaluation Criteria

- Minimize customer impacts
- Safety
- Crossover points
- Maintaining traffic
- Proximity to adjacent track
- Construction phasing



5

Task



6

Task – Examples



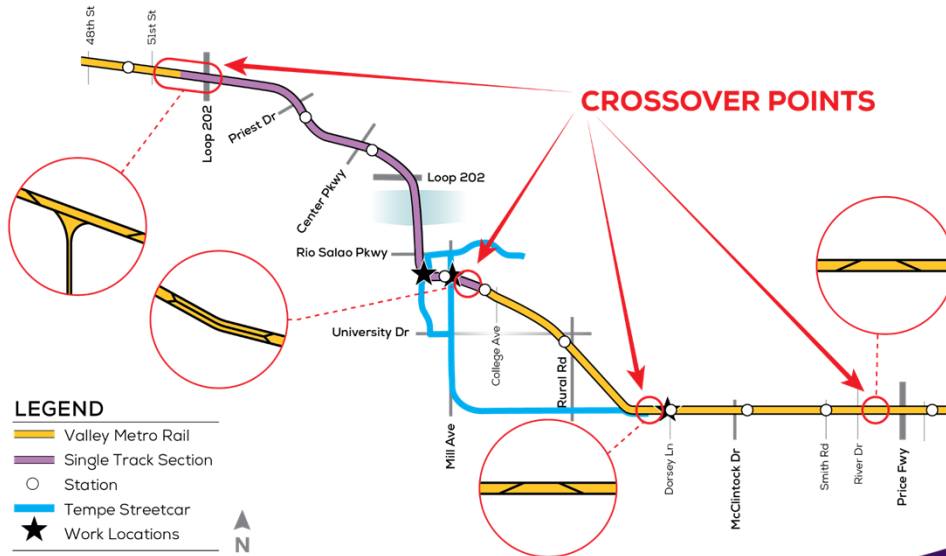
7

Task – Examples



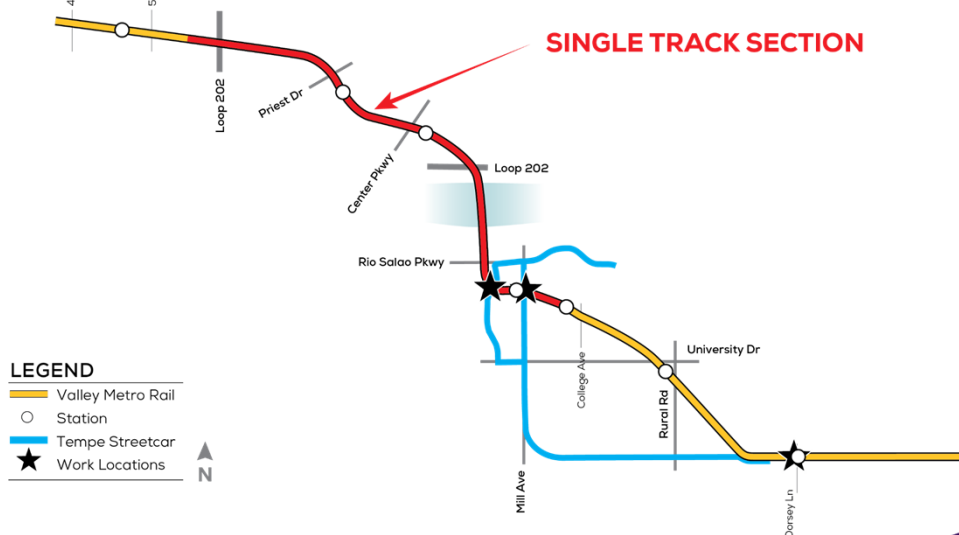
8

Crossover Points



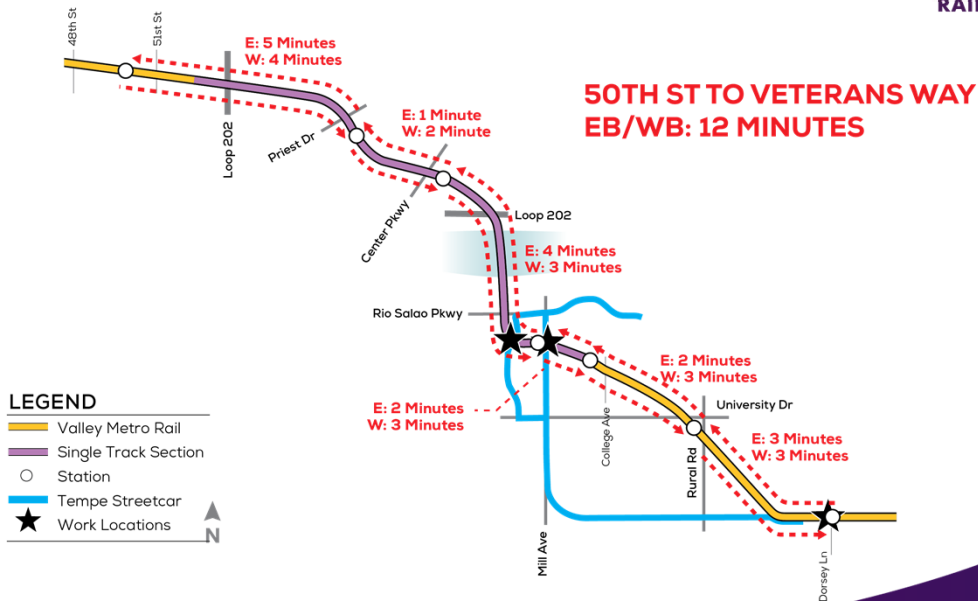
9

Single Track Section



10

Travel Times



11

Ridership Analysis



Low Ridership: based on annual/mnthly average

# of Days	Timeframe
7	1st week of January
7	1st week of March
3	2nd wknd in April
3	Mothers Day wknd
6	4th week of May
13	Last two weeks of June
4	Week after 4th
3	Weekend of July 14-16-ish
15	Last week of July - ASU move in
3	Veterans Day Weekend
4	Thanksgiving when no UA game
	Weekend after December finals
3	(December 14-16-ish)
12	12/20-ish - 12/31

Low Ridership: based on <8000/day

# of Days	Timeframe
3	January 1/2 - 3/4
4	1st wknd of March
3	Wknd before Memorial Day
4	Sat - Tues Memorial Day Wknd
6	1st, 2nd weekend of June
12	last two weeks of June
6	week after July 4th
16	last two weeks of July
9	first two weeks of August
4	Thanksgiving when no UA game
16	last two-ish weeks of December

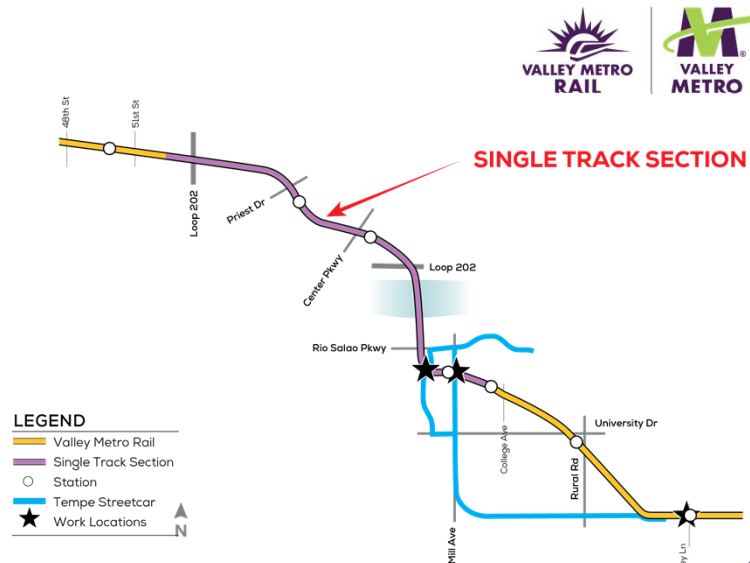
Low Ridership: 3-day wknd average <7500/day

# of Days	Timeframe
3	First wknd January
3	Presidents Day
3	1st wknd of March
3	2nd wknd of April
3	Last wknd of April
3	Mothers Day wknd
4	Wknd before Memorial Day
4	Memorial Day Weekend
	Fri - Mon every weekend in June
40	and July, 1st two wknds of Aug
3	Labor Day wknd
3	Veterans Day wknd
4	Thanksgiving when no UA game
13	2nd-5th wknd in December

12

Conclusions

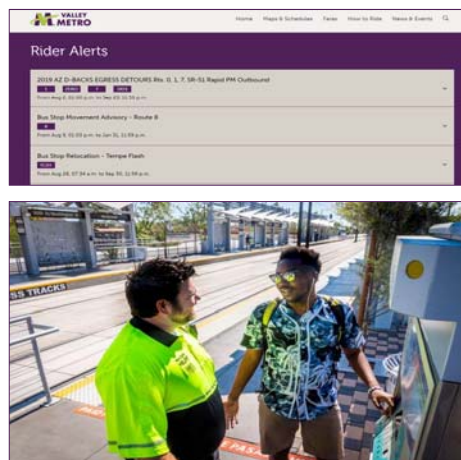
- Single track operation
- 24-minute headways – entire system
- Mill and Ash avenues
December 20 – January 5
(16 days)
- Dorsey connection
 - Weekend before Spring Break



13

Communications Plan

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



14

Next Steps

- Working groups/focused on:
 - Construction planning
 - Operations scheduling
 - Communications/outreach
 - Safety/security
- In process:
 - Developing construction and operations schedule
 - Meeting with Regional Security Team
 - Developing messaging





Information Summary

DATE

October 17, 2019

AGENDA ITEM 7**SUBJECT**

Travel, Expenditures and Solicitations

PURPOSE

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

BACKGROUND | DISCUSSION | CONSIDERATION

None

COST AND BUDGET

None

COMMITTEE PROCESS

None

RECOMMENDATION

This item is presented for information only.

CONTACT

Paul Hodgins

Chief Financial Officer

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ATTACHMENTS

Valley Metro Travel Reimbursement Report

Valley Metro RPTA and Valley Metro Rail Monthly Accounts Payable over \$25,000

Active Requests for Proposals, Qualifications and Invitations for Bids

Valley Metro
Travel Reimbursement Report
For Travel Completion Dates
8/16/19 through 9/15/19

Job Title	Purpose of Travel	Location	Dates Traveled	Total Travel Cost	Airfare	Other Transport	Lodging	Meals	Misc.
Training and Development Administrator	EnoMAX	Seattle, WA	8/4/19 - 8/9/19	\$2,121.83	\$290.96	\$0.00	\$1,622.62	\$208.25	\$0.00
Manager, Procurement	EnoMAX	Seattle, WA	8/3/19 - 8/19/19	\$2,523.14	\$302.96	\$0.00	\$1,947.18	\$273.00	\$0.00
Supervisor - Maintenance of Way	EnoMAX	Seattle, WA	8/4/19 - 8/9/19	\$2,195.47	\$304.60	\$0.00	\$1,622.62	\$208.25	\$60.00
Technical Trainer, LRT Systems	EnoMAX	Seattle, WA	8/4/19 - 8/9/19	\$2,195.50	\$304.60	\$0.00	\$1,622.65	\$208.25	\$60.00
Facilities Maintenance Coordinator	EnoMAX	Seattle, WA	8/4/19 - 8/9/19	\$2,195.50	\$304.60	\$0.00	\$1,622.65	\$208.25	\$60.00
Public Arts Administrator	EnoMAX	Seattle, WA	8/4/19 - 8/9/19	\$2,128.25	\$267.60	\$0.00	\$1,622.65	\$208.00	\$30.00
Planner II	EnoMAX	Seattle, WA	8/4/19 - 8/9/19	\$2,098.50	\$267.60	\$0.00	\$1,622.65	\$208.25	\$0.00
Budget & Operations Financial Controls Manager	EnoMAX	Seattle, WA	8/4/19 - 8/9/19	\$2,124.11	\$278.96	\$0.00	\$1,622.65	\$222.50	\$0.00
Customer Service Supervisor	EnoMAX	Seattle, WA	8/4/19 - 8/19/19	\$2,195.50	\$304.60	\$0.00	\$1,622.65	\$208.25	\$60.00
Superintendent, LRV Maintenance	First Article Inspection	Dueseldorf, Germany	7/22/19 - 7/26/19	\$4,668.47	\$3,514.93	\$164.19	\$404.81	\$580.50	\$4.04
Chief Executive Officer	APTA Rail Conference	Toronto, Canada	6/22/19 - 6/26/19	\$2,513.90	\$956.16	\$67.16	\$934.08	\$486.50	\$70.00
Planner II (Service Planner)	APTA Sustainability & Multimodal Planning Workshop	Boston, MA	7/27/19 - 7/31/2019	\$1,852.90	\$502.25	\$0.00	\$1,144.90	\$205.75	\$0.00
Superintendent, LRV Maintenance	Siemens Plant Visit	Sacramento, CA	8/13/19 - 8/16/19	\$1,381.10	\$410.60	\$0.00	\$277.02	\$462.48	\$231.00
Total This Reporting Period				\$30,194.17					
Year-to-Date				\$97,562.81					

Report reflects Out of State (AZ) Travel

¹ *Baggage*

² *Cross Border Trans Fee*

³ *Parking*

Valley Metro Regional Public Transportation Authority
Monthly AP Payments over \$25,000
August 21, 2019 to September 20, 2019

Document Number	Name	Transaction Description	Effective Date	Transaction Amount
20190919W003	First Transit, Inc.	July 2019 Fixed Route Bus Service	9/19/2019	5,820,851.78
40581	City of Phoenix	Aug. 2019 FR Bus Service, DAR, FR Svc Op Supp	9/6/2019	2,417,101.54
20190822W006	Transdev Services, Inc	June 2019 Regional Paratransit Services	8/22/2019	1,740,801.99
40534	City of Tempe	April-June 2019 O & M and Fuel Agreements	8/29/2019	1,024,947.00
20190913W	ADP, LLC	PPE 9/8/19 Wages Payable - Reverse Wire	9/13/2019	609,248.55
20190830W	ADP, LLC	PPE 8/25/19 Wages Payable - Reverse Wire	8/30/2019	594,553.72
20190919W002	El Dorado National (California), Inc.	1631 Eldorado EZ-Rider Bus 32 Foot	9/19/2019	526,880.00
20190919W005	New Flyer of America, Inc.	6827 SR-2372 XN40 New Flyer Coach 80% Payment	9/19/2019	430,889.59
20190919W005	New Flyer of America, Inc.	6828 SR-2372-XN40 New Flyer Coach 80% Payment	9/19/2019	430,889.59
20190919W005	New Flyer of America, Inc.	6834 SR-2372 XN40 New Flyer Coach 80% Payment	9/19/2019	430,889.59
20190912W003	New Flyer of America, Inc.	6824 SR-2372 XN40 New Flyer Coach 80% Payment	9/12/2019	430,889.59
20190912W003	New Flyer of America, Inc.	6825 SR-2372 XN40 New Flyer Coach 80% Payment	9/12/2019	430,889.59
20190830W005	Cigna Health and Life Insurance Company	August 2019 EE Medical & Vision Coverage	8/30/2019	378,170.81
20190919W	Cigna Health and Life Insurance Company	Sept 2019 Medical and Vision Coverage	9/19/2019	360,230.04
20190913W	ADP, LLC	PPE 9/8/19 Federal, State, SS/Med EE/ER Tax - ACH	9/13/2019	242,496.23
40624	City of Phoenix	ATAN Reimbursement Req #1 for TIP ID PHX18-811T	9/18/2019	238,990.63
20190830W	ADP, LLC	PPE 8/25/19 Federal, State, SS/Med EE/ER Tax - ACH	8/30/2019	234,797.55
40584	CDW Government LLC	Demisto Enterprise Platform 3 years	9/10/2019	209,627.29
20190912W006	Total Transit Enterprises, LLC	July 2019 Zoom Avondale Bus Run South	9/12/2019	167,617.67
40549	Scheidt & Bachmann USA, Inc.	July 2019 to June 2020 Fare Box Software Support & Maintenance	8/29/2019	158,306.22
40550	SDB Contracting Services	July 2019 Construction Services - JOC	8/29/2019	155,731.70
40616	Town of Gilbert	FY19 Regional Paratransit Service Recon Refund Gilbert	9/16/2019	121,088.00
20190912W006	Total Transit Enterprises, LLC	July 2019 Glendale Express Bus Run	9/12/2019	110,553.21
20190913W001	ASRS	PPE 9/8/19 ASRS Contributions Employee	9/13/2019	110,298.20
20190913W001	ASRS	PPE 9/8/19 ASRS Contributions Employer	9/13/2019	110,298.20
20190830W001	ASRS	PPE 8/25/19 ASRS Contributions Employee	8/30/2019	108,557.48
20190830W001	ASRS	PPE 8/25/19 ASRS Contributions Employer	8/30/2019	108,557.48
20190912W006	Total Transit Enterprises, LLC	July 2019 POGO Fare Box Collections	9/12/2019	91,844.17
20190919W004	Medical Transportation Management, Inc.	July 2019 Eligibility Assessment and Travel Training Services	9/19/2019	90,668.05
20190912W006	Total Transit Enterprises, LLC	July 2019 Zoom Avondale Bus Run North	9/12/2019	73,715.55
09152019	Wells Fargo	August 2019 Wells Fargo Credit Card Purchases	9/15/2019	73,413.85
20190830W008	Second Generation, Inc. dba Ajo Transportation	July 2019 Rural Connector Route	8/30/2019	58,204.07

Valley Metro Regional Public Transportation Authority
Monthly AP Payments over \$25,000
August 21, 2019 to September 20, 2019

Document Number	Name	Transaction Description	Effective Date	Transaction Amount
20190830W006	CopperPoint Mutual Insurance Company c/o Knight Management	Sept. 2019 Mobility and Call Center Rent	8/30/2019	51,054.60
40515	Graffiti Protective Coatings, Inc.	Next Ride Decals Applied	8/21/2019	49,834.18
40578	Transource Services Corp.	Network Access Storage Devices	9/5/2019	49,755.03
40621	CDW Government LLC	Pantheon	9/18/2019	44,302.41
R20190831W003	City of Mesa	August 2019 Utilities	8/31/2019	41,398.99
40547	Mosaic451, LLC	July 2019 Managed Security Services	8/29/2019	34,600.00
40616	Town of Gilbert	FY18 Regional Paratransit Credit - TransDev CO Gilbert	9/16/2019	33,093.00
20190830W009	Senergy Petroleum LLC	West Valley Diesel	8/30/2019	29,672.27
40615	City of Surprise	FY19 Regional Paratransit Service Recon Surprise	9/16/2019	28,952.00
40567	DLT Solutions, LLC	July 2019 Human Resources Information System	9/5/2019	28,234.29
40526	SHI International Corp	Licenses, Premium Support, Cloud Platform	8/21/2019	28,191.16
20190830W004	Bentley Systems, Inc	ProcureWare Unlimited PPA	8/30/2019	27,150.00
R20190831W008	SRP	August 2019 Utilities	8/31/2019	26,710.34
40567	DLT Solutions, LLC	5/6-7/24/19 Human Resources Information System	9/5/2019	26,667.39
40570	Guidesoft Inc.	7/8-7/21/19 IT Services Consultants	9/5/2019	26,199.25
			Total	18,617,813.84

Valley Metro Rail, Inc.
Monthly AP Payments over \$25,000
August 21, 2019 to September 20, 2019

Document Number	Name	Transaction Description	Effective Date	Transaction Amount
20190906W002	Stacy and Witbeck, Inc.	July 2019 Stacy and witbeck Tempe Streetcar	9/6/2019	4,612,141.08
20190822W	AECOM Technical Services, Inc.	June 2019 South Central Light Rail Extension	8/22/2019	1,396,791.19
20190906W001	Hensel Phelps Construction Co	July 2019 OMC Expansion	9/6/2019	1,330,439.00
20190912W001	Alternate Concepts Inc.	July 2019 Transportation Services	9/12/2019	1,116,983.51
20190822W007	Jacobs Engineering	June 2019 NW Extension 2	8/22/2019	1,116,764.18
20190822W011	Siemens Mobility, Inc.	Carshell Complete 03 Vehicle Acquisition Program	8/22/2019	1,075,241.94
20190822W011	Siemens Mobility, Inc.	Carshell Complete 04 Vehicle Acquisition Program	8/22/2019	1,075,241.94
20190822W011	Siemens Mobility, Inc.	LRV Acquisition Program Carshell Complete 05	8/22/2019	1,075,241.94
20190919W004	Siemens Mobility, Inc.	Multi-Year Light Rail Vehicle Acquisition Program Carshell 06 complete	9/19/2019	1,075,241.94
20190919W004	Siemens Mobility, Inc.	Multi-Year Light Rail Vehicle Acquisition Program-Carshell 08 complete	9/19/2019	1,075,241.94
20190822W006	Hill International, Inc.	June 2019 FY19 Program Management	8/22/2019	765,755.35
20190912W	Allied Universal Security Services	July 2019 Fare Inspection and Security Services	9/12/2019	624,290.24
20190912W002	HDR Engineering, Inc.	June 2019 Planning/Community Relations Svc	9/12/2019	594,848.38
20190906W	Brookville Equipment Corp	Tempe Streetcar Acquaiation Milestone B & C Partial	9/6/2019	547,982.50
20190822W004	City of Phoenix	Advertising Revenue Dist: July 2018 thru June 2019 Reconciliation	8/22/2019	278,125.16
20190822W013	Stacy and Witbeck-Sundt JV GRE	June 2019 Gilbert Road Light Rail Extension	8/22/2019	261,420.10
20190830W001	DMS - Facility Services, Inc.	July 2019 Facilities and LRV Cleaning Services	8/30/2019	215,767.05
V20190831W	APS	August 2019 Utilities	8/31/2019	212,304.14
033987	Smith Systems, Inc.	LRV Bumper Sensor Kits Overhaul	9/5/2019	193,399.44
20190830W003	USBC Real Estate LLC	Sept 2019 101 Bldg Rent	8/30/2019	159,964.71
V20190831W020	SRP	August 2019 Utilities	8/31/2019	125,638.78
20190830W001	DMS - Facility Services, Inc.	July 2019 Facility Maintenance Services	8/30/2019	66,204.81
20190822W008	Kiewit Infrastructure West Co.	June 2019 S Central Extension	8/22/2019	59,194.44
034008	IFE North America	Connecting Cables	9/10/2019	49,020.00
20190822W009	Kiewit-McCarthy, a Joint Venture (NWE2)	June 2019 NW Extension Phase 2	8/22/2019	48,229.95
20190830W002	Scheidt & Bachmann USA, Inc.	June 2019 TVM SBC Upgrade	8/30/2019	45,314.54
20190830W	Dellner Inc.	LRV Coupler Overhaul	8/30/2019	45,106.00
20190919W002	Dellner Inc.	LRV Coupler Overhaul	9/19/2019	44,356.00
20190822W005	City of Tempe	Advertising Revenue Dist: July 2018 thru June 2019 Reconciliation	8/22/2019	41,163.52
20190919W001	City of Mesa	July 2019 Gilbert Road Extension	9/19/2019	40,834.34
033908	Riddle Painting & Coatings Company	Paint Yellow Strip on Tactical Tiles on LRV Stations	8/21/2019	40,180.00
034062	OH Partners	July 2019 South Central Media Billing	9/18/2019	38,895.49
20190822W003	City of Mesa	Advertising Revenue Dist: July 2018 thru June 2019 Reconciliation	8/22/2019	38,065.60
034043	City of Phoenix	August 2019 - Fare Handling Fee	9/18/2019	36,129.00
033939	Tempe Police Department	July 2019 Evening Platform Security Enforcement	8/29/2019	34,137.50
033943	URW, LLC	July 2019 Facilities Landskeeping Services	8/29/2019	33,594.06
V20190831W014	City of Phoenix	August 2019 Utilities	8/31/2019	30,684.90
20190822W012	Stacy and Witbeck, Inc.	TSC-CAB Disbursement #2 May-July 2019	8/22/2019	30,000.00
V20190831W004	City of Mesa	August 2019 Utilities	8/31/2019	29,761.90
034067	Tempe Police Department	June 2019 P.M. Platform Security Enforcement	9/18/2019	29,292.00
20190822W001	Alliant Insurance Services, Inc.	Risk Management 1st Quarterly Installment	8/22/2019	28,125.00
20190919W003	Siemens Mobility, Inc.	Core Return Program for 5 new LRV PB Boards	9/19/2019	27,260.00
034066	Stantec Consulting Services, Inc.	July 2019 Tempe Streetcar Design Service	9/18/2019	27,099.00
034065	SRP Miscellaneous Accts Receivable	South Central Ext. Non Prior Right Utilities	9/18/2019	25,334.96
Total				19,816,807.52



RECENTLY COMPLETED SOLICITATIONS
as of 09/23/19

Agency	Solicitation Type	Solicitation Title	FTA Funding Yes (Y) or No (N)	Release Date	Proposal Due Date	Targeted Board Award Date	Term of Contract	Comments
RPTA	RFP	Commuter Express Buses	Y	3/14/2019	4/25/2019	8/29/2019	5 years	Contract executed 9/19/2019.
VMR	RFP	LRV Painting	N	3/25/2019	5/2/2019	8/29/2019	5 Years	Contract executed 8/30 effective 9/1/2019
VMR	IFB	Corrosion Control Services - Re-Issue of previously cancelled solicitation	N	7/9/2019	8/8/2019	9/19/2019	5 years	Routing contract for Legal and CEO signature
VMR	IFB	LRV Decals	N	7/26/2019	8/14/2019	N/A	2 years	Routing contract for CEO signature

ACTIVE SOLICITATIONS

Agency	Solicitation Type	Solicitation Title	FTA Funding Yes (Y) or No (N)	Release Date	Proposal Due Date	Targeted Board Award Date	Term of Contract	Comments
Joint	RFQ	Construction Services - JOC Supplemental	Y	7/3/2019	8/7/2019	10/24/2019	3 years	Notice of Preliminary selection issued - ready for October Board Award
Joint	RFP	Transit Asset Management	N	6/19/2019	7/11/2019	11/21/2019	5 years	Proposals under review with Evaluation Committee
Joint	N/A	AGTS Training	N	N/A	N/A	11/21/2019	3 years	Request to enter into a cooperative contract established by the State of Arizona
OMC	SS	LRV Gearbox Overhaul	N	N/A	N/A	11/21/2019	5 years	Public notice of sole source contract set for advertisement
Joint	RFP	Market Research Services	Y	6/28/2019	7/30/2019	11/21/2019	5 years	Finalized Board Memo. Waiting for Board Meeting on 11/21 to sign contract.
RPTA	RFP	Tempe Circulator Vehicles	Y	9/6/2019	10/16/2019	1/16/2020	5 Years	Request for Solutions available via ProcureWare on 9/6/19
RPTA	IFB	Van Pool Vans	Y	9/26/2019	11/8/2019	1/16/2020	5 years	Solicitation on track to be released Sept 26th
Joint	RFP	ERP and EAM Solution	N	9/5/2020	10/22/2019	TBD	TBD	Preparing power point presentation for pre-proposal conference scheduled for 9/26

UPCOMING SOLICITATIONS

Agency	Solicitation Type	Solicitation Title	FTA Funding Yes (Y) or No (N)	Release Date	Proposal Due Date	Targeted Board Award Date	Term of Contract	Comments
Joint	RFP	Retail Network for Fare Collection	N	3rd Qtr 2019	3rd Qtr 2019	1st Qtr 2020	5 years +	N/A
RPTA	RFP	Bus Wash Refurbishment	N	4th Qtr 2019	1st Qtr 2020	2nd Qtr 2020	1 year	Scope of work in progress; Oct advertisement
Joint	TBD	Operations Landscaping Services	N	2nd Qtr 2020	TBD	TBD	3 year + 2 options	Need scope of work
Joint	TBD	Operations Cleaning Services	N	2nd Qtr 2020	TBD	TBD	3 year + 2 options	Need scope of work
RPTA	TBD	Bus Inspection Services	N	2nd Qtr 2020	TBD	TBD	5 year	Need scope of work
VMR	SS	LRV Bar Signal Replacement	N	TBD	TBD	TBD	1 time purchase	In progress
VMR	SS	SCV Managed Inventory Program	N	N/A	N/A	1st Qtr 2020	5 years	Under negotiations; NTP when 1st SCV delivered in April 2020
Joint	RFP	Printing Services	N	TBD	TBD	TBD	5 years	Waiting for SOW from customer. Customer suggested having a SOW by Sept.
RPTA	RFP	Web-Based Transportation Demand Management (TDM)	Y	TBD	TBD	TBD	5 years	Waiting for SOW from customer
RPTA	TBD	Transit Service Planning software	TBD	2nd Qtr 2020	TBD	TBD	3 years	Need scope of work
Joint	RFP	Videography Services	N	4th Qtr 2019	4th Qtr 2019	1st Qtr 2020	2 years, 2 one year extensions	Waiting for Board approval to issue solicitation. On November Board agenda.

IFB - Invitation For Bids

RFP - Request for Proposals

RFQ - Request for Qualifications

SS - Sole Source

TBD - To Be Determined



Information Summary

DATE

October 17, 2019

AGENDA ITEM 8**SUBJECT**

Future Agenda Items Request and Report on Current Events

PURPOSE

Chairs Hartke and Arredondo-Savage will request future agenda items from members, and members may provide a report on current events.

BACKGROUND/DISCUSSION/CONSIDERATION

None

COST AND BUDGET

None

COMMITTEE PROCESS

None

RECOMMENDATION

This item is presented for information only.

CONTACT

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

ATTACHMENT

None.

Pending Items Request

Item Requested	Date Requested	Planned Follow-up Date



Agenda

October 17, 2019

Valley Metro RPTA
Thursday, October 24, 2019
Lake Powell Conference Room
101 N. 1st Avenue, 10th Floor
12:00 p.m.

Action Recommended

1. Public Comment (blue card)

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**. Up to three minutes will be provided per speaker unless the Chair allows more at his/her discretion. A total of 15 minutes for all speakers will be provided.

2. Minutes

2. For action

Minutes from the September 19, 2019 Board meeting are presented for approval.

3. Manufacture and Delivery of Medium Duty Transit Bus Contract Award

3. For action

Scott Smith, CEO, will request that the Board of Directors authorize the CEO to execute a contract through a State of Arizona cooperative purchasing agreement with Creative Bus Sales for the manufacture and delivery of one medium duty 23' transit bus for a not-to-exceed amount of \$127,837.

4. Proposed April 2020 Transit Service Changes

4. For information

Scott Smith, CEO, will introduce Joe Gregory, Manager Service Planning, who will provide an update on the proposed April 2020 transit service changes and community outreach plan.



5. Future Agenda Items Request and Report on Current Events

5. For information

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

6. Next Meeting

6. For information

The next Board meeting is scheduled for **Thursday, November 21, 2019 at 11:15 a.m.**

Qualified sign language interpreters are available with 72 hours notice. Materials in alternative formats (large print, audiocassette, or computer diskette) 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

October 17, 2019

AGENDA ITEM 1**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**. Up to three minutes will be provided per speaker unless the Chair allows more at his/her discretion. A total of 15 minutes for all speakers will be provided.

BACKGROUND | DISCUSSION | CONSIDERATION

None

COST AND BUDGET

None

COMMITTEE PROCESS

None

RECOMMENDATION

This item is presented for information.

CONTACT

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

ATTACHMENT

None



Minutes

October 17, 2019

AGENDA ITEM 2

Board of Directors
Thursday, September 19, 2019
Lake Powell Conference Room
101 N. 1st Avenue, 10th Floor
11:15 a.m.

RPTA Meeting Participants

Mayor Kevin Hartke, City of Chandler **(Chair)**
Mayor Kate Gallego, City of Phoenix **(Vice Chair)**
Councilmember Jon Edwards, City of Peoria **(Treasurer)**
Vice Mayor Pat Dennis, City of Avondale
Vice Mayor Eric Orsborn, City of Buckeye
Mayor Alexis Hermosillo, City of El Mirage
Councilmember Mike Scharnow, Town of Fountain Hills
Councilmember Brigitte Peterson, Town of Gilbert
Councilmember Lauren Tolmachoff, City of Glendale
Vice Mayor Bill Stipp, City of Goodyear
Councilmember Francisco Heredia, City of Mesa (phone)
Mayor Gail Barney, Town of Queen Creek
Councilmember Susanne Klapp, City of Scottsdale
Vice Mayor Roland F. Winters Jr., City of Surprise
Councilmember Robin Arredondo-Savage, City of Tempe
Mayor Rui Pereira, Town of Wickenburg (phone)
Mayor Michael LeVault, Town of Youngtown

Members Not Present

Supervisor Steve Gallardo, Maricopa County
Councilmember Linda Laborin, City of Tolleson

Chair Hartke called the RPTA meeting to order at 1:01 p.m.

1. **Public Comment**

None.

2. **Minutes**

Chair Hartke said Minutes of the August 29, 2019 board meetings are presented for approval. I'd like to request a motion and a second to approve the board meeting minutes from August 29, 2019. Is there a motion?



IT WAS MOVED BY VICE MAYOR ORSBORN, SECONDED BY VICE MAYOR WINTERS AND UNANIMOUSLY CARRIED TO APPROVE THE AUGUST 29, 2019 BOARD MEETING MINUTES.

3. Town of Queen Creek Intergovernmental Agreement

Chair Hartke said Item No. 3. Town of Queen Creek Intergovernmental Agreement. Scott Smith.

Mr. Smith said thank you, mister chair. This is simply an administrative matter. We are performing an analysis or review for Queen Creek in order for them to finalize their grant. We need to have the board take action. There's a time frame on it which is why it's before -- the only item on this agenda. And I believe Queen Creek Town Council took action on it either last week or this week; right. So this is a just to formalize what we needed to check all the boxes so they can finalize their grant.

Chair Hartke said is there a motion on a floor?

IT WAS MOVED BY COUNCILMEMBER PETERSON, SECONDED BY COUNCILMEMBER TOLMACHOFF AND UNANIMOUSLY CARRIED TO AUTHORIZE THE CEO TO ENTER INTO AN IGA WITH THE TOWN OF QUEEN CREEK TO REIMBURSE VALLEY METRO FOR THE COST OF CONDUCTING A TRANSIT SURVEY.

4. Future Agenda Items Request and Report on Current Events

None.

With no further discussion the meeting adjourned at 12:03 p.m.



Information Summary

DATE

October 17, 2019

AGENDA ITEM 3

SUBJECT

Manufacture and Delivery of Medium Duty Transit Bus Contract Award

PURPOSE

To request authorization for the Chief Executive Officer (CEO) to execute a contract through a State of Arizona cooperative purchasing agreement with Creative Bus Sales for the manufacture and delivery of one medium duty cutaway transit bus for a not-to-exceed amount of \$121,750 plus a contract contingency of \$6,087 for a total of \$127,837.

BACKGROUND | DISCUSSION | CONSIDERATION

Ajo Transportation currently operates the Buckeye Short Trip service, which provides four round trips within the city of Buckeye. The route requires a total of two buses to maintain service. The primary bus used for this route belongs to Buckeye and the spare bus belongs to Valley Metro. The spare bus, which was built in 2009, has far exceeded the FTA defined minimum useful life of seven years, or 300,000 miles.

Staff has researched available vehicle configurations offered by Creative Bus Sales, who currently supplies vehicles to Arizona municipalities via the State Cooperative Purchasing Contract. The Arboc Spirit of Mobility, low floor Cutaway vehicle is believed to be the most suitable and reliable fit for this route. This replacement vehicle will be used as the primary bus on this route and the bus owned by Buckeye will be designated as the spare vehicle. This plan ensures a seamless continuation of the service for the Buckeye Short Trips, and the low floor entry of this vehicle will improve the customer experience.

Cooperative Agreements are contracts that are solicited and awarded by other public entities and whose cooperative language allows Valley Metro to utilize these contracts for goods and services it requires. This FTA compliant cooperative contract for medium duty 23' transit buses was procured via the State of Arizona Procurement Office of the Department of Administration and is currently awarded to Creative Bus Sales.

COST AND BUDGET

The cost for this bus is \$121,750 plus a contract contingency of \$6,087 for a total of \$127,837. Contract contingency is necessary as the cost estimate is based on the current bus specifications and may change based on the final requirements of the pending bus build with Creative Bus Sales. The cost for the bus is included in the RPTA Adopted FY20 Operating and Capital Budget. Contract obligations beyond FY20 are



incorporated into the Adopted RPTA Five-Year Operating Forecast and Capital Program (FY2020 thru FY2024).

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

This vehicle will be funded with 90% Federal Transit Administration (FTA) funds and 10% Regional Proposition 400 funds. All costs are fully funded within the RPTA Adopted FY 2020 Operating and Capital Budget.

COMMITTEE PROCESS

RTAG: September 17, 2019 for information

TMC: October 2, 2019 approved

Board of Directors: October 24, 2019 for action

STRATEGIC PLAN ALIGNMENT

This item relates to the following goals and strategies in the Five-Year Strategic Plan, FY 2020 – 2024:

- Goal 2: Advance performance based operation

RECOMMENDATION

Staff recommends that the Board of Directors authorize the CEO to execute a contract through a State of Arizona cooperative purchasing agreement with Creative Bus Sales for the manufacture and delivery of one medium duty 23' transit bus for a not-to-exceed amount of \$127,837.

CONTACT

Ray Abraham

Chief Operations Officer

602-652-5054

rabraham@valleymetro.org

ATTACHMENT

None



Information Summary

Date

October 17, 2019

AGENDA ITEM 4**SUBJECT**

Proposed April 2020 Transit Service Changes

PURPOSE

To provide an update on the proposed April 2020 transit service changes and community outreach plan.

BACKGROUND | DISCUSSION | CONSIDERATION

Transit service changes are scheduled twice each year in April and October. In preparation for these service change dates, Valley Metro staff works closely with the Service Planning Working Group (SPWG), comprising representatives from Valley Metro member agencies, to determine needed changes and to coordinate across jurisdictions; the SPWG meets monthly. The changes work in coordination with the five-year Short Range Transit Program (S RTP) as well as the Board-adopted Transit Standards and Performance Measures (TSPM) performance quartiles.

Changes have been proposed and continue to be discussed with the SPWG. Valley Metro staff is analyzing the proposed route changes in terms of the Board-adopted TSPM, Title VI impacts, defining possible fleet needs and all costs involved. The following is a preliminary list of all changes currently being analyzed for possible modification. Included are changes proposed to Valley Metro operated and/or funded services and those operated and/or funded by other jurisdictions. More information about each potential route change will be provided on the Valley Metro website throughout the public outreach process. Overall the proposed changes include route additions, route modifications, service optimization and schedule adjustments.

Proposed Route and Schedule Changes:

- Route 7—7th St: Modify route to eliminate Jesse Owens Pkwy deviation to streamline route along 7th St
- Route 60—Bethany Home Rd: Modify route to continue along 16th St. to 24th St. & Camelback Ave. Remove bus stops along Missouri Ave., 20th St. & 24th St.
- Route 81—Hayden/McClintock Dr: Modify northbound route at Mustang Transit Center. Potentially eliminate stops north of Mustang Transit Center.
- Route 96—Dobson Rd: Modify route to permanently serve Sycamore Transit Center.
- Route 136—Gilbert Rd: Modify route to eliminate Boeing deviation from Brown Rd. to McDowell Rd.



- Route 184—Power Rd: Modify route to eliminate Red Mountain Community College deviation to streamline route along Power Rd.
- Route 542—Chandler Express: Modify inbound and outbound trip times to better serve riders. Peoria on the Go Circulator: Revisit schedule and run times
- Route 685—Ajo/Gila Bend Rural Connector: Modify route to serve along 95th Ave. & McDowell Rd. Eliminate stops on 95th Ln. & Palm Ln.
- Avondale ZOOM: Modify route to make Festival Fields detour permanent.
- Tempe Orbit Earth: Modify route to serve new activity centers near Rural Rd. & Playa Del Norte Dr. Potentially eliminate bus stops at Mill Ave. & Curry Rd.
- Peoria on the Go (POGO): Modify schedule to decrease wait time at timepoints.
- Phoenix SMART Circulator: Modify route to better serve Mountain View Park and Desert Mission Food bank. Modify route from Sunnyslope Manor along Central Ave. to Sunnyslope Transit Center.

Public Outreach

Valley Metro is conducting community outreach beginning on November 4, 2019 to notify the public and solicit input on the proposed service changes. Comments will be accepted through December 6, 2019. Customers can provide feedback through the following channels:

- On-site region-wide information sessions (based on service change impacts)
- Webinar (November 19, 2019)
- Social media
- Via email at input@valleymetro.org
- Public hearing (November 20, 2019)

Valley Metro communicates these input opportunities through newspaper advertising (30 days in advance – English and Spanish publications), news release(s), website, email, social media, city publications and targeted outreach at key locations.

Following the public review process and final review by the Service Planning Working Group, proposed service changes operated and/or funded by Valley Metro will be brought before the Board for action. This will include any actions necessary to adjust affected transit service operating contracts and Intergovernmental Agreements with member agencies.

COST AND BUDGET

The estimated costs of the proposed service changes and adjustments are still under evaluation. Once the list of service changes is finalized, staff will define the impact on bus service operating contracts and member agency Intergovernmental Agreements.



STRATEGIC PLAN ALIGNMENT

This item addresses three goals in the Board-adopted FY16-20 Strategic Plan:

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

COMMITTEE PROCESS

RTAG: September 17, 2019 for information

TMC: October 2, 2019 for information

Board of Directors: October 24, 2019 for information

RECOMMENDATION

This item is for information only.

CONTACT

Wulf Grote, P.E.

Director, Capital and Service Development

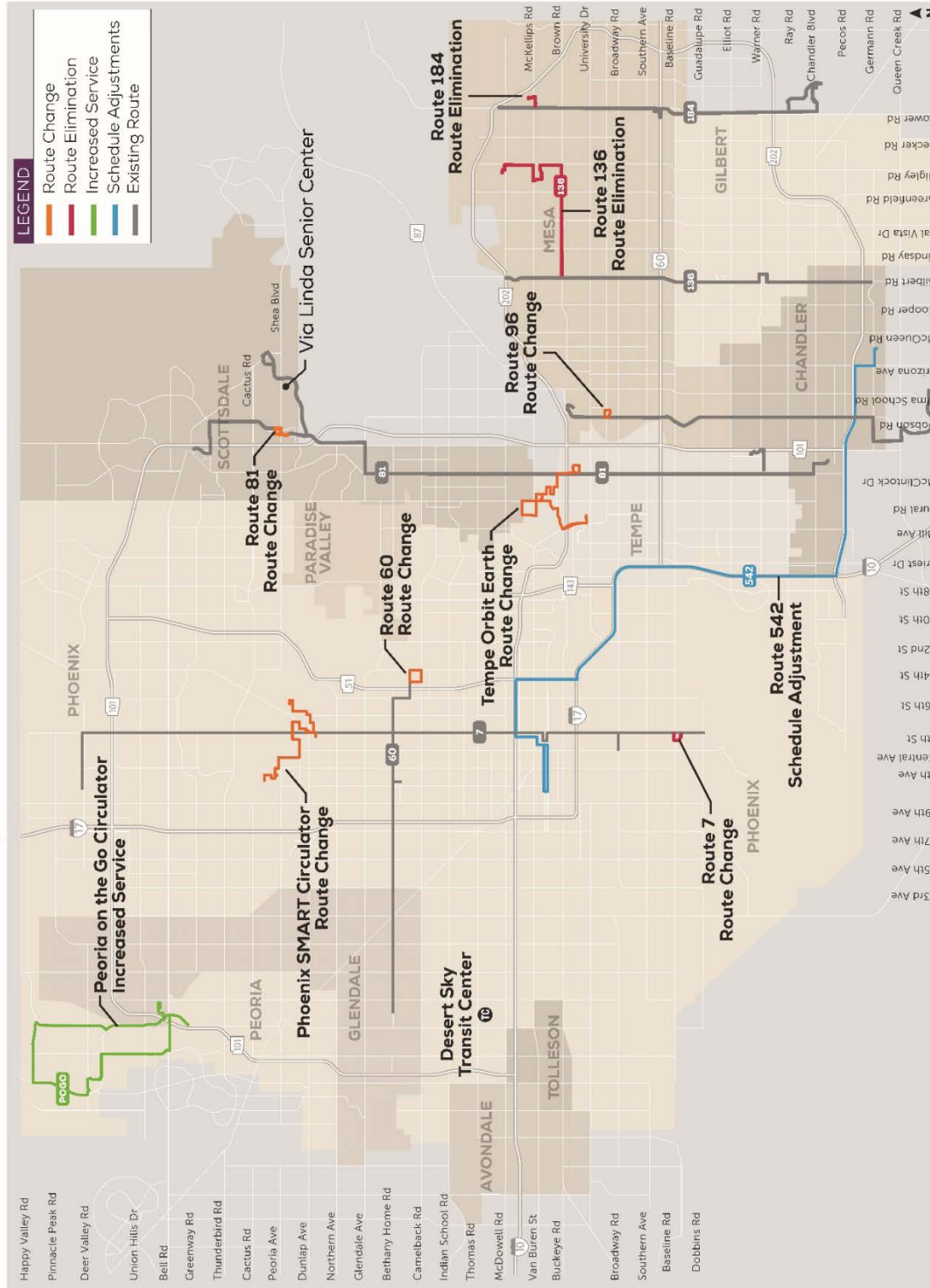
602-322-4420

wgrote@valleymetro.org

ATTACHMENT

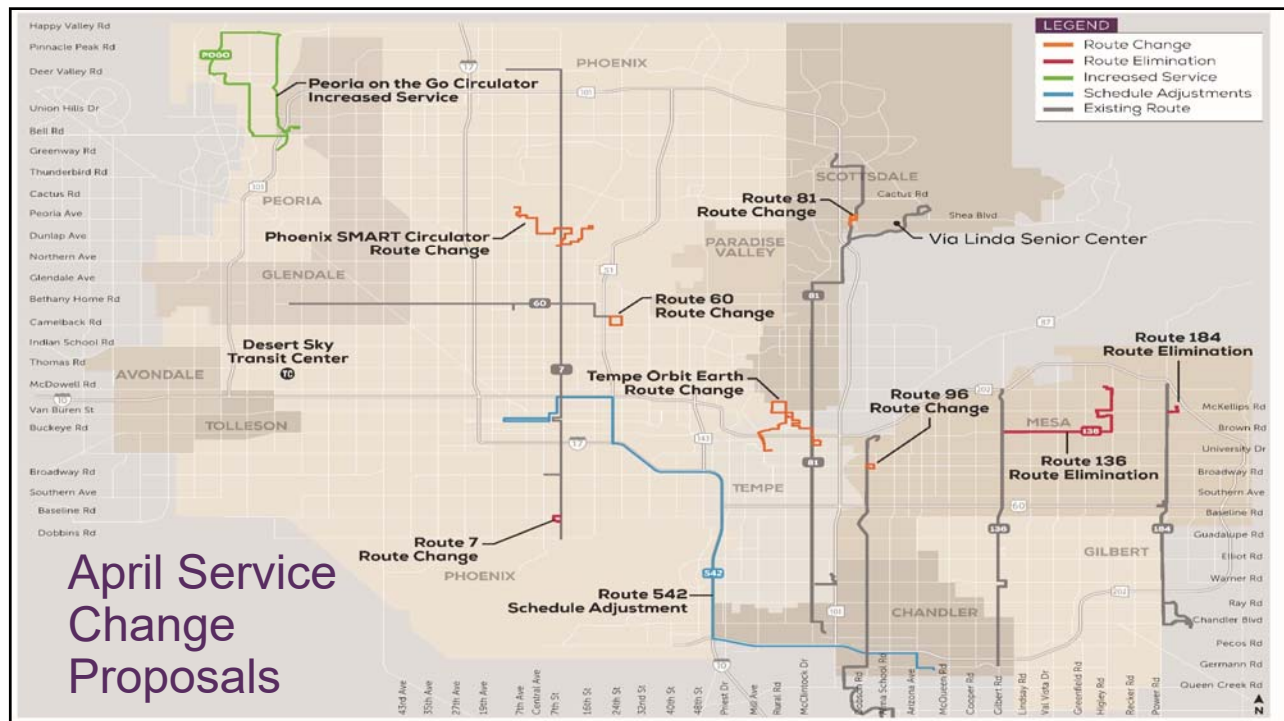
Attachment A: Proposed April 2020 Service changes for Public Comment

Attachment A: Proposed April 2020 Service changes for Public Comment



Proposed April 2020 Transit Service Changes

October 2019





April Service Change Proposals

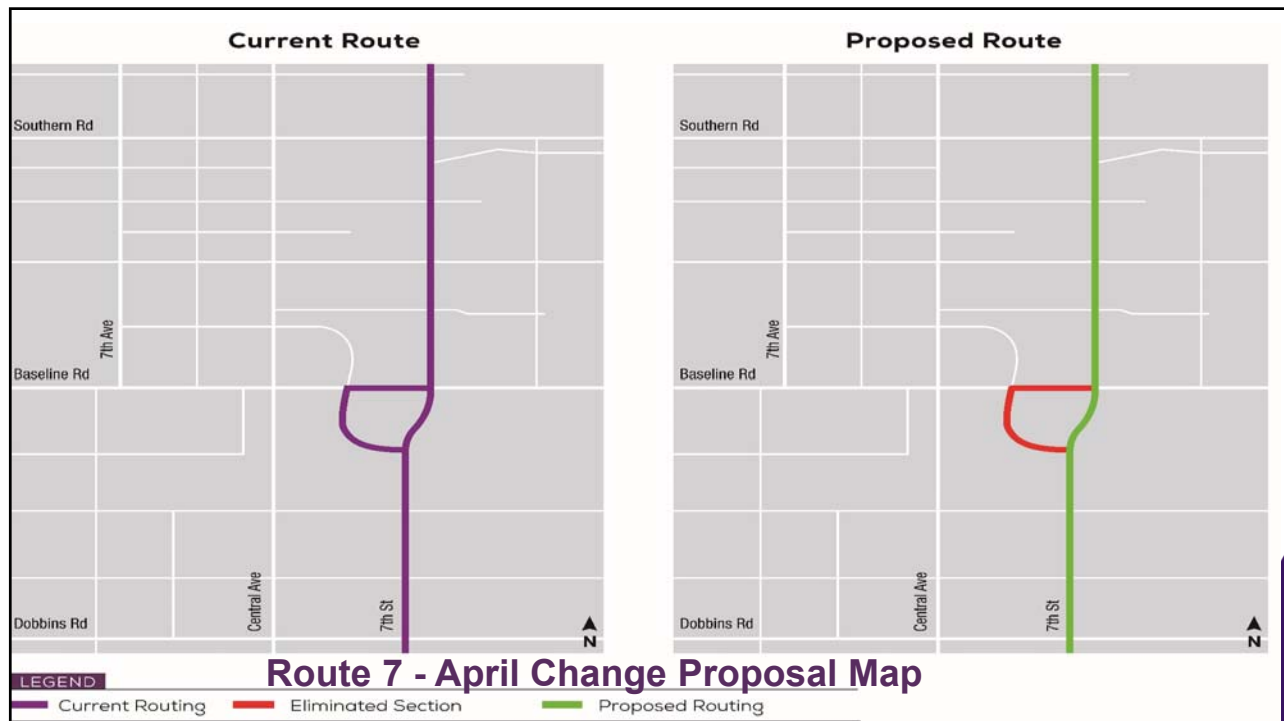
Schedule Changes

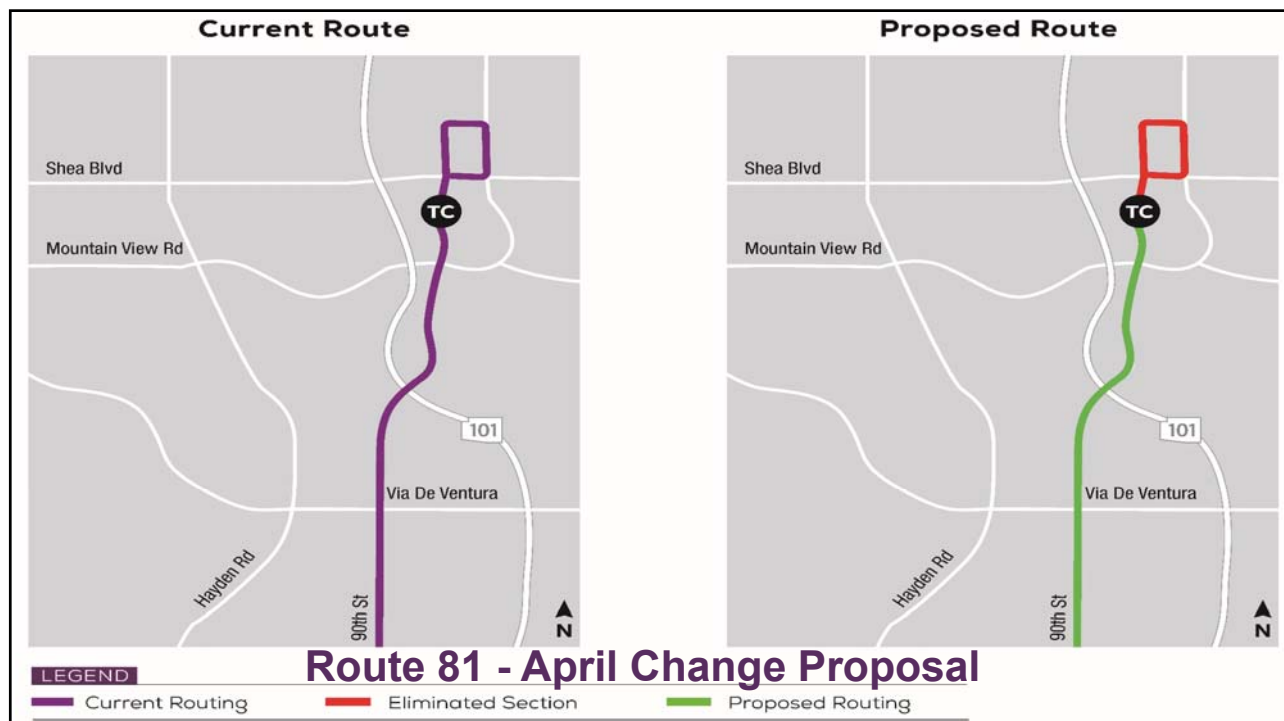
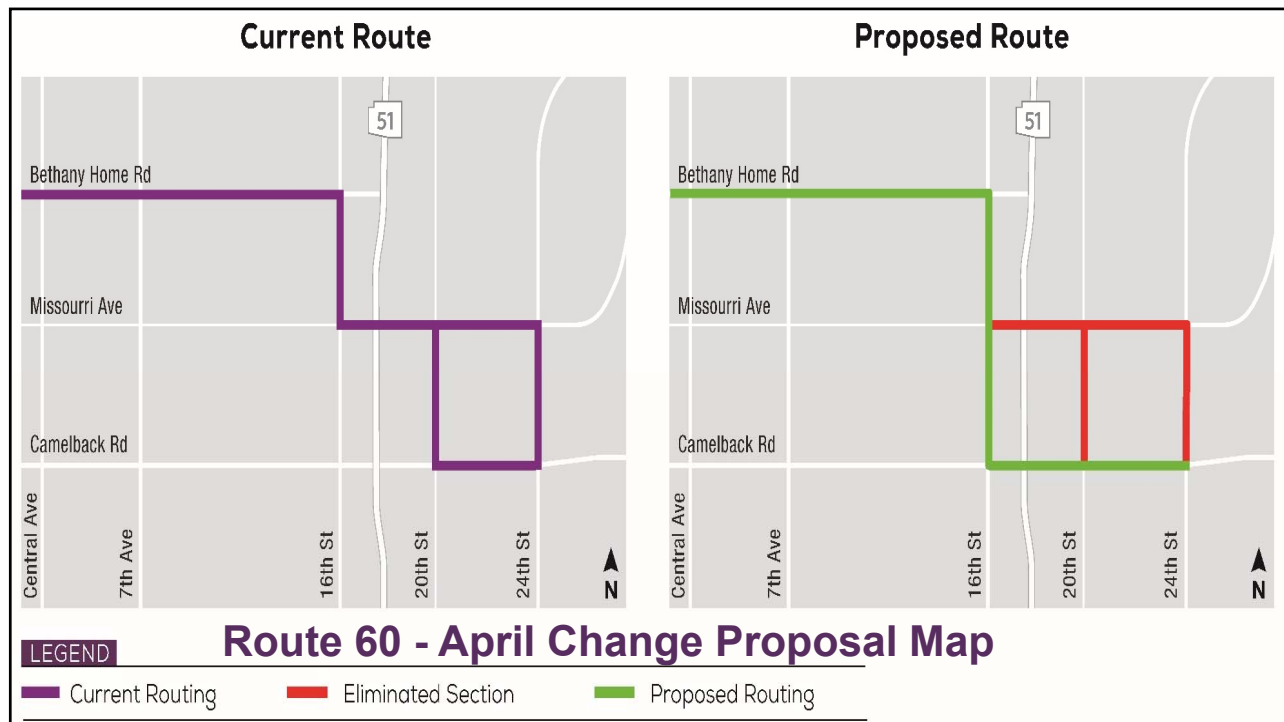
- Route 542 - Chandler Express: Change inbound and outbound trip times to better serve riders
- Peoria on the Go Circulator: Revisit schedule and run times

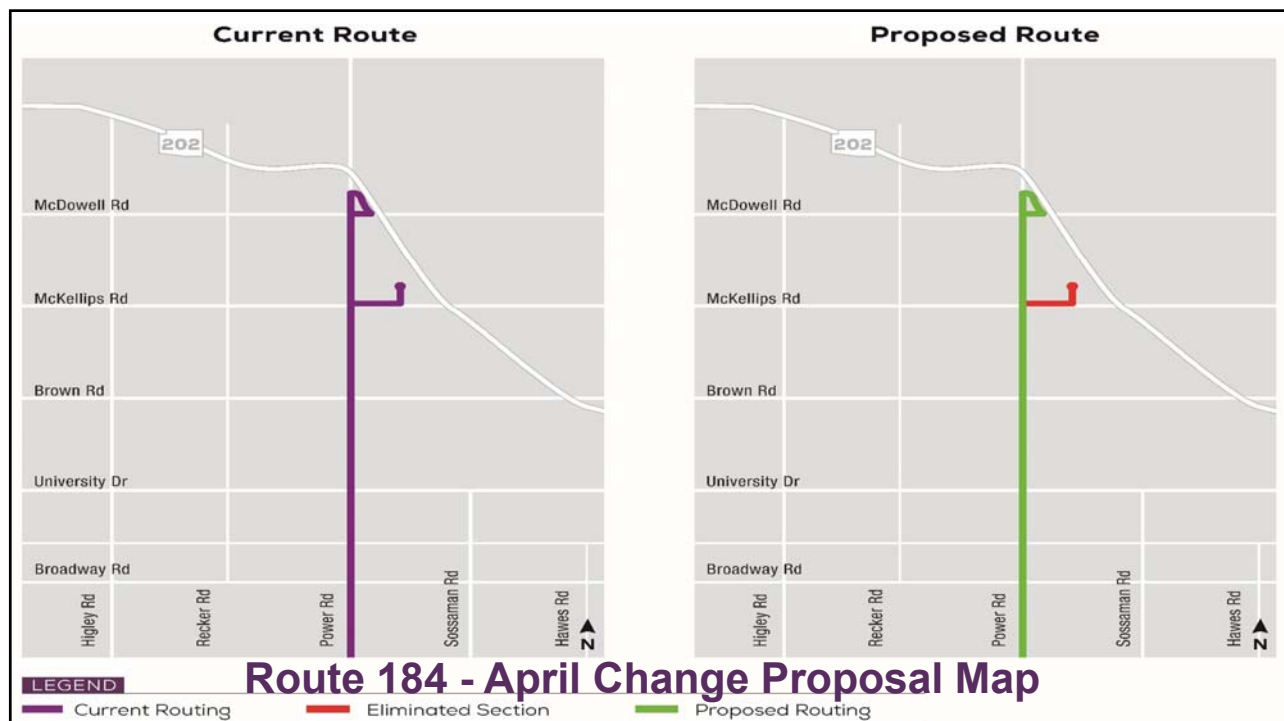
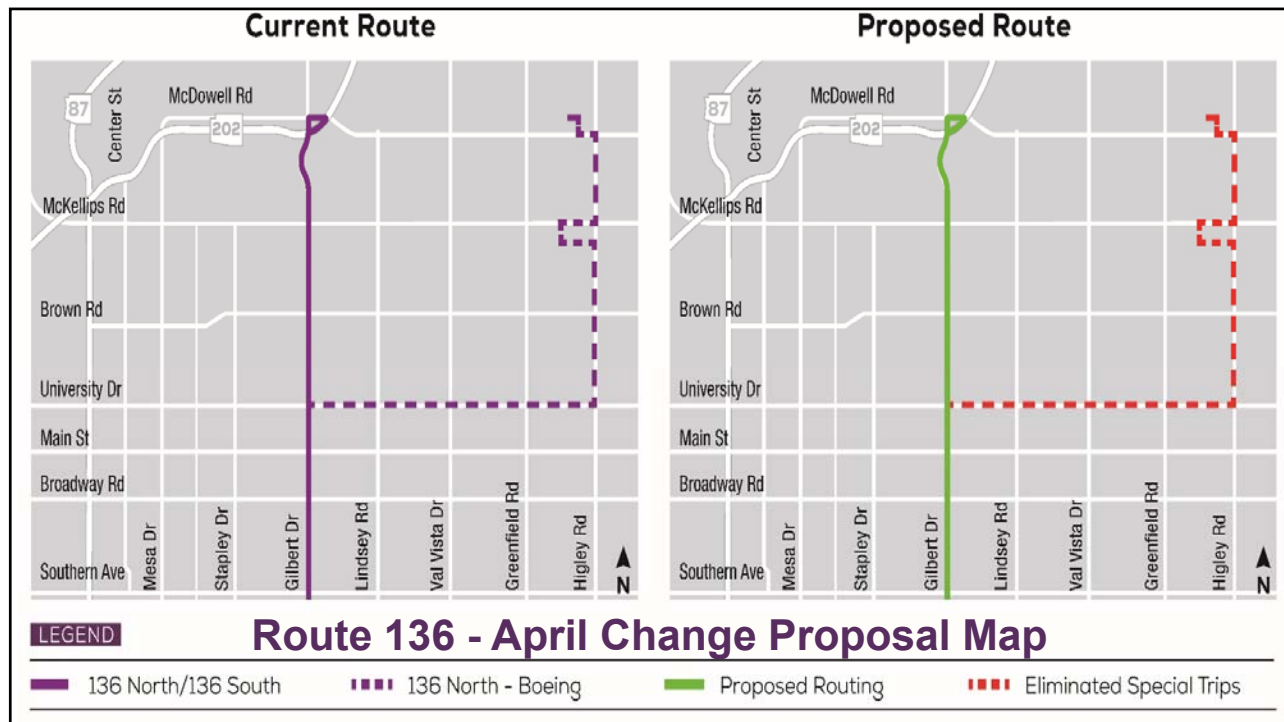
Alignment Changes

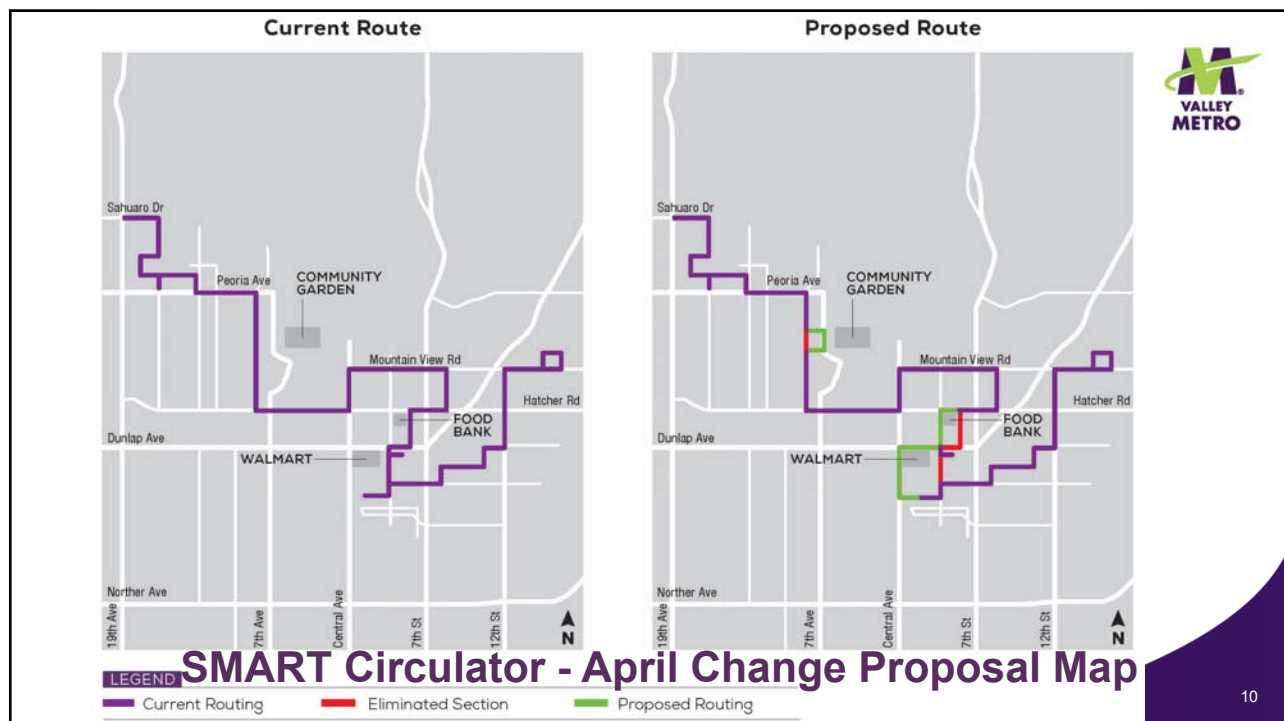
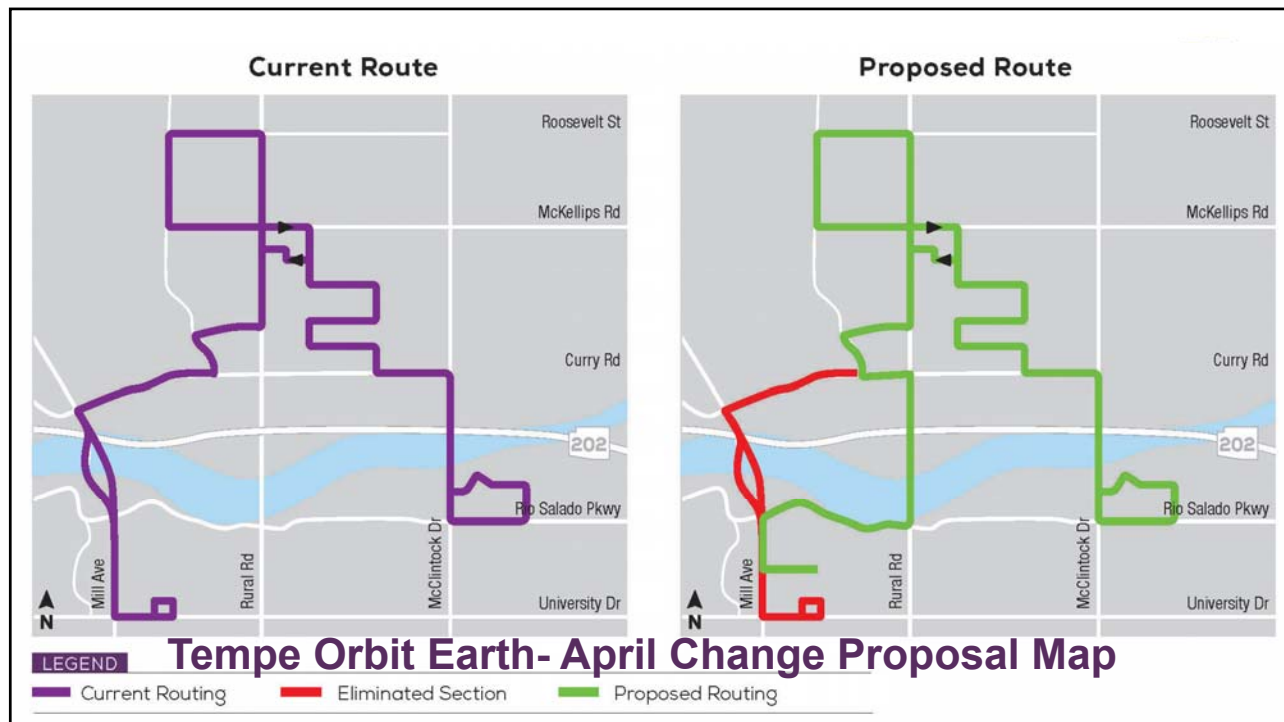
- Route 96 - Dobson Road: Permanently change routing to serve inside Sycamore Transit Center

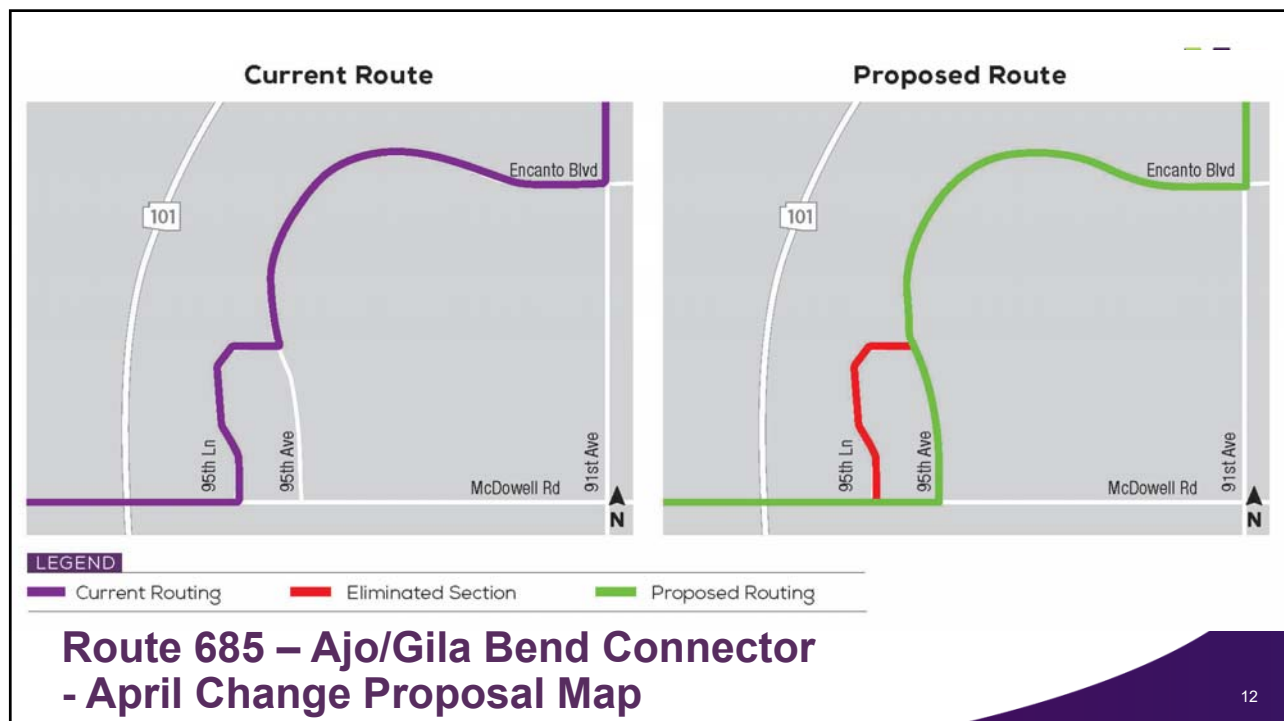
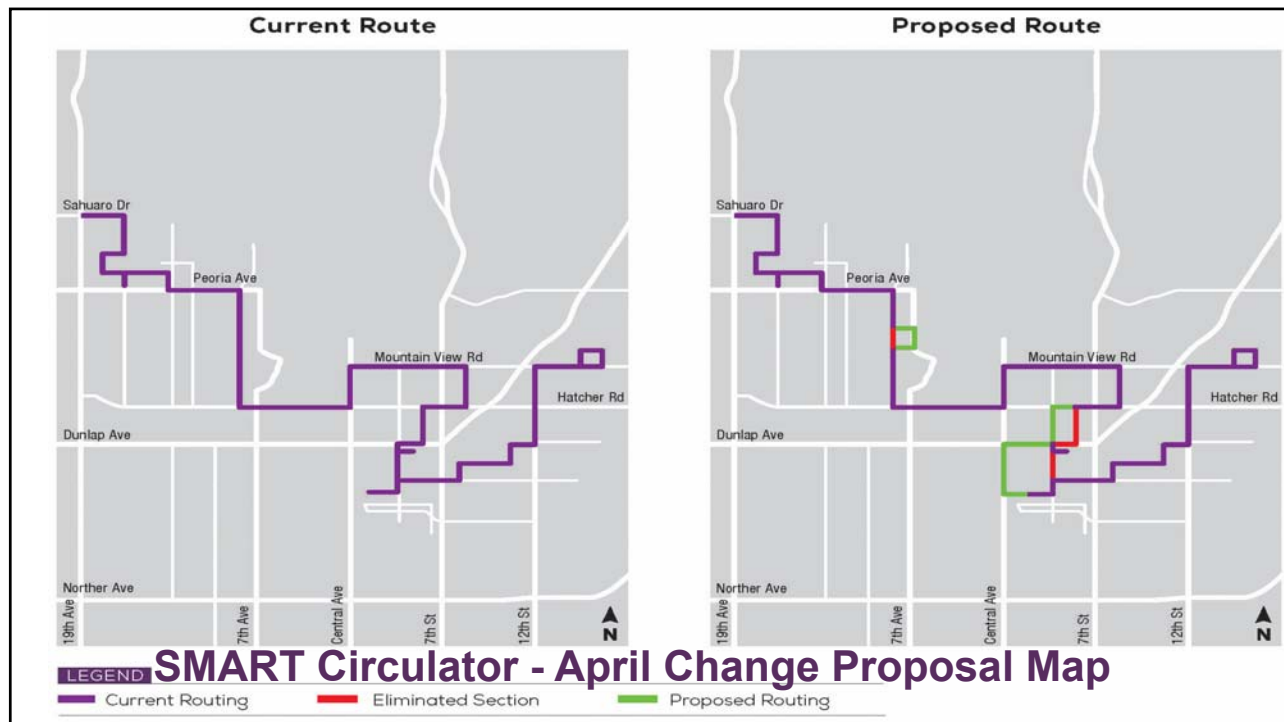
3











Outreach



- Outreach to take place in November
- Valley Metro communicates these input opportunities through newspaper advertising (30 days in advance – English and Spanish publications), news release(s), website, email, social media, city publications and targeted outreach at key locations
- Following the public review process and final review by the Service Planning Working Group, proposed service changes operated and/or funded by Valley Metro will be brought before the Board for action

13

Thank You





Information Summary

DATE

October 17, 2019

AGENDA ITEM 5**SUBJECT**

Future Agenda Items Request and Report on Current Events

PURPOSE

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

BACKGROUND | DISCUSSION | CONSIDERATION

None

COST AND BUDGET

None

STRATEGIC PLAN ALIGNMENT

None

COMMITTEE PROCESS

None

RECOMMENDATION

This item is presented for information only.

Scott Smith

Chief Executive Officer

602-262-7433

ssmith@valleymetro.org

ATTACHMENT

None

Pending Items Request

Item Requested	Date Requested	Planned Follow-up Date



Agenda

October 17, 2019

Valley Metro Rail
Thursday, October 24, 2019
Lake Powell Conference Room
101 N. 1st Avenue, 10th Floor
12:00 p.m.

Action Recommended

1. Public Comment (blue card)

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**. Up to three minutes will be provided per speaker unless the Chair allows more at his/her discretion. A total of 15 minutes for all speakers will be provided.

2. Minutes

2. For action

Minutes from the September 19, 2019 Board meeting are presented for approval.

CONSENT AGENDA

3A. Northwest Phase II Light Rail Extension – Joint Project Agreement with the Arizona Department of Transportation (ADOT)

3A. For action

Staff recommends that the Board of Directors authorize the CEO to execute a Joint Project Agreement with ADOT to establish each party's responsibilities regarding the Northwest Phase II Light Rail Extension, including payments not to exceed \$240,000 to ADOT for their inspection costs.

3B. City of Mesa Light Rail Operations and Maintenance Agreement Amendment

3B. For action

Staff recommends that the Board of Directors authorize the CEO to execute a City of Mesa Light Rail Operations and Maintenance Agreement amendment.

REGULAR AGENDA

4. Northwest Phase II Light Rail Extension: Phoenix Funding Agreement 4. For action

Scott Smith, CEO, will introduce Wulf Grote, Director, Capital and Service Development, who will request that the RMC forward to the Board of Directors authorization for the CEO to amend the existing funding agreement with the City of Phoenix for the Northwest Phase II Light Rail Extension for Phoenix to provide an additional \$79.4 million for Valley Metro to complete design and perform all construction activities.

5. South Central Extension/Downtown Hub Project: Phoenix Funding Agreement 5. For action

Scott Smith, CEO, will introduce Wulf Grote, Director, Capital and Service Development, will the Board of Directors authorize the CEO to amend the existing funding agreement with the City of Phoenix for the South Central Extension/Downtown Hub Project for Phoenix to provide an additional \$159 million for Valley Metro to lead business assistance, complete design and perform all construction activities.

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

Chair Arredondo-Savage will request future agenda items from members and members may provide a report on current events.

7. Next Meeting 7. For information

The next meeting of the Board is scheduled for **Thursday, November 21, 2019 at 11:15 a.m.**

Qualified sign language interpreters are available with 72 hours notice. Materials in alternative formats (large print, audiocassette, or computer diskette) 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

October 17, 2019

AGENDA ITEM 1**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**. Up to three minutes will be provided per speaker unless the Chair allows more at his/her discretion. A total of 15 minutes for all speakers will be provided.

BACKGROUND | DISCUSSION | CONSIDERATION

None

COST AND BUDGET

None

COMMITTEE PROCESS

None

RECOMMENDATION

This item is presented for information only.

CONTACT

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

ATTACHMENT

None

Minutes

October 17, 2019

AGENDA ITEM 2

Board of Directors

Thursday, September 19, 2019
Lake Powell Conference Room
101 N. 1st Avenue, 10th Floor
11:15 a.m.

Meeting Participants

Councilmember Robin Arredondo-Savage, City of Tempe **(Chair)**
Councilmember Francisco Heredia, City of Mesa **(Vice Chair)**
Mayor Kevin Hartke, City of Chandler
Jesus Sapien for Mayor Kate Gallego, City of Phoenix

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

1. **Public Comment**

None.

2. **Minutes**

Chair Arredondo-Savage said the minutes from the August 29, 2019 Board meeting are presented for approval.

IT WAS MOVED BY MAYOR HARTKE, SECONDED BY JESUS SAPIEN AND UNANIMOUSLY CARRIED TO APPROVE THE AUGUST 29, 2019 BOARD MEETING MINUTES.

3. **Annual Corrosion Control Services Contract Award**

Chair Arredondo-Savage said the next agenda item is Item No. 3 which is our annual corrosion control services contract award. Mr. Scott Smith, over to you.

Mr. Smith said unless there's a question on it otherwise, not complicated.

Chair Arredondo-Savage said I'll request a motion and a second to authorize the CEO to execute a five-year contract for annual corrosion control services with national corrosion in an amount not to exceed \$188,630. Is there a motion?

IT WAS MOVED BY JESUS SAPIEN, SECONDED BY MAYOR HARTKE AND UNANIMOUSLY CARRIED TO AUTHORIZE THE CEO TO EXECUTE A FIVE-YEAR CONTRACT FOR ANNUAL CORROSION CONTROL SERVICES WITH NATIONAL CORROSION IN AN AMOUNT NOT TO EXCEED \$188,630.

4. South Central Extension/Downtown Hub Construction Manager at Risk Contract Amendment
5. South Central Extension/Downtown Hub Third-Party Utility Relocation Work Orders

Chair Arredondo-Savage said Item No. 4. South Central Extension/Downtown Hub Construction Manager at Risk Contract Amendment.

Mr. Smith said thank you, madam chair. I'd like to take Items 4 and 5 because they're very interrelated. They relate to the beginning of the work on the South Central Extension/Downtown Hub. I'd like to introduce Wulf Grote who will give you an overview of what that work's going to be and why these contracts are in front of you.

Mr. Grote said Madam chair, members of the board. We have two items regarding the South Central extension project we need to move forward in order to move our construction forward on that project. Just to give you a quick status update, we are almost done with design on that project. We'll be complete this fall. We have some current street work that's being done on 7th Avenue and 7th Street to add capacity to those streets so that we can be ready for our work on Central Avenue.

And in October, middle of October, coming right around the corner here, we will be starting our utility relocation work in downtown Phoenix, so very important for us to move things forward.

I should make one other note we do have a set of public meetings that are going to be starting as of this Saturday will be carrying on through next week to bring the community up to date on the project and what's going to happen moving ahead.

The actions that we're asking for -- there's two actions. One is -- they're both related to utilities, but one of them is for downtown and one of them is for areas in the part of South Central further south.

So the first one is we actually have two components for downtown utilities. The first action has already taken place. It took place back in January and that was to allow third-party utility companies to do their reduction work and activities in the downtown area.

The second one is to all of the Phoenix utilities in the downtown area water, sewer, storm drain, those kind of things. Our contractor Kiewit will be doing all of that work. In addition, they will also be doing a little bit of the work that we've agreed with the private

utility companies. They will do that work for them as well. And that's really what we're here for today with our overall objective of completing all of the utility work and all of the track work in downtown Phoenix prior to the 2023 Super Bowl.

So the action that we're asking for on that particular item is to authorize our staff to execute a contract amendment with Kiewit in the amount of approximately \$99.4 million dollars to allow the work for downtown utilities to move forward.

The second item is related to third-party utilities. While we do have their authorization in downtown we don't have authorization to do any utility south of downtown yet and so we did come to the board a couple years ago to ask for design work to be able to move forward but not for construction.

So what we're doing now is we're coming back to the board to request authorization to spend money for construction and also a small amount, \$450,000 that we need to add into design because over the last couple of years there's been a lot of changes in the design and that required different utility relocations to occur.

So bottom line here is that we're asking for authority for our staff to spend \$28.2 million for utility relocations south of downtown and this is for our third-party utility agreements. That's it.

Chair Arredondo-Savage said are there any questions?

Mr. Sapien said I would only point out, Wulf, as discussed at the TMC/RMC just keep us in the loop in the use of contingency. We would like to be informed if and when that pot is utilized.

Mr. Grote said we will certainly do that, yes.

Chair Arredondo-Savage said are there any other questions? I'll ask if there is a motion to authorize the CEO to execute a contract amendment with the South Central Extension/Downtown Hub CM at Risk Contractor Kiewit Infrastructure West Company to construct early downtown Phoenix utility relocations for an amount not to exceed \$99,374,000. Is there a motion?

IT WAS MOVED BY MAYOR HARTKE, SECONDED BY JESUS SAPIEN AND UNANIMOUSLY CARRIED TO AUTHORIZE THE CEO TO EXECUTE A CONTRACT AMENDMENT WITH THE SOUTH CENTRAL EXTENSION/DOWNTOWN HUB CM AT RISK CONTRACTOR KIEWIT INFRASTRUCTURE WEST COMPANY TO CONSTRUCT EARLY DOWNTOWN PHOENIX UTILITY RELOCATIONS FOR AN AMOUNT NOT TO EXCEED \$99,374,000.

Chair Arredondo-Savage said thank you, again, Wulf. For Item 5. the South Central Extension/Downtown Hub third-party utility relocation work orders. I would ask if there's a motion and a second to authorize the CEO to execute work orders with third-party

utility companies for them to complete design and relocate their utilities from Lincoln Street to Baseline Road for South Central Extension/Downtown Hub light rail project for an additional amount not to exceed \$28,200,000.

IT WAS MOVED BY MAYOR HARTKE, SECONDED BY JESUS SAPIEN AND UNANIMOUSLY CARRIED TO AUTHORIZE THE CEO TO EXECUTE WORK ORDERS WITH THIRD-PARTY UTILITY COMPANIES FOR THEM TO COMPLETE DESIGN AND RELOCATE THEIR UTILITIES FROM LINCOLN STREET TO BASELINE ROAD FOR SOUTH CENTRAL EXTENSION/DOWNTOWN HUB LIGHT RAIL PROJECT FOR AN ADDITIONAL AMOUNT NOT TO EXCEED \$28,200,000.

6. Future Agenda Items Request and Report on Current Events

Is there any future agenda items or any reports on current events that anybody would like to give? No.

Then our next meeting is scheduled for Thursday, October 24 at 12 p.m. Thank you all very much.

With no further discussion the meeting adjourned at 1:12 p.m.



Information Summary

DATE

October 17, 2019

AGENDA ITEM 3A**SUBJECT**

Northwest Phase II Light Rail Extension – Joint Project Agreement with the Arizona Department of Transportation (ADOT)

PURPOSE

To request authorization for the Chief Executive Officer (CEO) to execute a Joint Project Agreement with ADOT to establish each party's responsibilities regarding the Northwest Phase II Light Rail Extension, including payments not to exceed \$240,000 to ADOT for their construction inspection costs.

BACKGROUND | DISCUSSION | CONSIDERATION

Valley Metro is currently in final design for the Northwest Phase II Light Rail Extension (NWEII), which will add 1.5 miles extending west from 19th Avenue on Dunlap Avenue to 25th Avenue, then northward to Mountain View Road, then to a terminus west of Interstate 17 (I-17) adjacent to the Metrocenter Mall.

Given that the light rail extension will include a new bridge over I-17, this will require close coordination between Valley Metro and ADOT to avoid impacts to the freeway during construction and to assure that the bridge meets ADOT requirements. An agreement has been prepared to define roles and responsibilities of both agencies during design and construction of the project. The agreement also specifies funding needed from Valley Metro to ADOT to cover the cost of ADOT's construction inspections.

ADOT's primary responsibilities include:

- design review
- construction inspections related to the light rail bridge
- issuance of encroachment permits

Valley Metro's primary responsibilities include:

- prepare and provide design plans, specifications and other documents and services required for construction of the project
- follow the requirements of ADOT encroachment permits to perform preconstruction and construction activities
- pay for ADOT's inspection costs



COST AND BUDGET

Valley Metro will pay up to \$240,000 for ADOT's consultant construction inspections. These costs are included in the overall cost forecast for the NWEII project.

The project will be funded through Phoenix Transportation 2050, regional Public Transportation Funds (PTF), and the Federal Transit Administration.

The obligation for ADOT inspection costs are included in Valley Metro's Five-Year Operating Forecast and Capital Program (FY20 thru FY24).

STRATEGIC PLAN ALIGNMENT

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

- Goal 2: Advance performance based operation
- Goal 3: Grow transit ridership

COMMITTEE PROCESS

RTAG: September 17, 2019 for information

RMC: October 2, 2019 approved

Board of Directors: October 24, 2019 for action

RECOMMENDATION

Staff recommends that the Board of Directors authorize the CEO to execute a Joint Project Agreement with ADOT to establish each party's responsibilities regarding the Northwest Phase II Light Rail Extension, including payments not to exceed \$240,000 to ADOT for their inspection costs.

CONTACT

Wulf Grote, P.E.

Director, Capital & Service Development

602-322-4420

wgrote@valleymetro.org

ATTACHMENT

None

Draft agreement available upon request

Information Summary

DATE

October 17, 2019

AGENDA ITEM 3B**SUBJECT**

City of Mesa Light Rail Operations and Maintenance Agreement Amendment

PURPOSE

To request authorization for the Chief Executive Officer (CEO) to execute a City of Mesa Light Rail Operations and Maintenance Agreement (O&MA) amendment.

BACKGROUND | DISCUSSION | CONSIDERATION

The O&MA is the document that defines light rail operating parameters and the entities responsible for maintaining facilities, systems and elements along the corridor.

Examples of maintenance requirements: track work, roadways, landscape, street lighting, traffic signals, signage, etc. The O&MA defines how parties will notify, acquire permits and gain access to another party's property – this includes emergency access procedures and defines coordination with emergency response personnel when applicable. The O&MA also identifies insurance requirements, indemnification and agreement amendment procedures.

An amended and restated O&MA with the City of Mesa, originally signed June 25, 2007, is necessary to reflect changes needed for the Gilbert Road Light Rail Extension, which opens for revenue service in May 2019.

COST AND BUDGET

Operations and maintenance costs are allocated to member cities based upon the proportion of light rail miles operational within each jurisdiction. Valley Metro Rail establishes an operations and maintenance budget annually subject to Board approval.

STRATEGIC PLAN ALIGNMENT

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

- Goal 2: Advance performance based operation

COMMITTEE PROCESS

RTAG: September 17, 2019 for information

RMC: October 2, 2019 approved

Board of Directors: October 24, 2019 for action

**RECOMMENDATION**

Staff recommends that the Board of Directors authorize the CEO to execute a City of Mesa Light Rail Operations and Maintenance Agreement amendment.

CONTACT

Wulf Grote, PE
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602-322-4420
wgrote@valleymetro.org

ATTACHMENT

None

The draft amended agreement is available upon request.

Information Summary

DATE

October 17, 2019

AGENDA ITEM 4**SUBJECT**

Northwest Phase II Light Rail Extension: Phoenix Funding Agreement

PURPOSE

To request authorization for the Chief Executive Officer (CEO) to amend the City of Phoenix funding agreement for the Northwest Phase II Light Rail Extension for Phoenix to provide an additional \$79.4 million to Valley Metro to complete design and perform all construction activities.

BACKGROUND/DISCUSSION/CONSIDERATION

Valley Metro is currently in final design for the Northwest Phase II Light Rail Extension (NWEII), which will add 1.5 miles extending west from 19th Avenue on Dunlap Avenue to 25th Avenue, then northward to Mountain View Road, then to a terminus west of Interstate 17 (I-17) adjacent to the Metrocenter Mall.

Funding for this project will be through the Federal Transit Administration's Capital Investment Grant (CIG) program and will include local match participation by Phoenix and Valley Metro.

In April 2018, Valley Metro was authorized to enter into an agreement with the Phoenix for them to provide funding design and construction of the project. The following table summarizes Phoenix funding to date:

Date	Purpose	Phoenix Funding Amount
April 2018	Design/Pre-Construction	\$25 million
	Total	\$25 million

The NWEII project is rapidly moving toward completion of design. Project design is currently about 60% complete and will be finalized in April 2020. Construction of utility relocations will start in early 2020 and full construction will begin in the second quarter of 2020. To keep the project moving, additional funds will be needed from Phoenix for Valley Metro to complete design and perform all construction activities.

An FTA grant is anticipated for the NWEII project in late 2020. In the meantime, to keep the project on schedule, the FTA has provided pre-award authority for design, land acquisition, utility relocations and long lead procurements (such as light rail vehicles and special track work). This pre-award authority allows Valley Metro to utilize Phoenix and



Valley Metro funds to advance the project. FTA will then reimburse its funding share after the federal grant is approved. This means that Phoenix and Valley Metro are currently fronting all project costs, and will continue to do so until FTA is able to provide reimbursement.

COST AND BUDGET

The estimated additional Phoenix funds needed for design completion and project construction is \$80 million. A breakdown of funding needed from Phoenix for the project is as follows:

Purpose	Phoenix Funding Amount
Design, Project and Construction Management, Administration	\$17 million
Construction	\$63 million
Total	\$80 million

Phoenix is also responsible for self-performing all real estate acquisitions and various administrative and technical functions for the project. These costs are not included in the table above.

Regional Public Transportation Funds (PTF), and FTA grants will provide the remaining funds needed for this project. The availability of FTA grant funds may lag one to three years behind the time costs are incurred for the project. Once the project budget is finalized it is anticipated that staff will request advancement of federal funds by Phoenix in a future authorization. The project budget will be finalized when design is complete and Valley Metro has agreed upon with the construction contractor the Guaranteed Maximum Price (GMP) for the project.

All costs identified herein are within the NWEI's project cost forecast and expenses expected within FY20 are included in the Valley Metro Rail Adopted FY20 Operating and Capital Budget. Contract obligations beyond FY20 are incorporated into the Five-Year Operating Forecast and Capital Program (FY20 thru FY24).

STRATEGIC PLAN ALIGNMENT

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

- Goal 2: Advance performance based operation
- Goal 3: Grow transit ridership

COMMITTEE PROCESS

RTAG: September 17, 2019 for information

RMC: October 2, 2019 approved

Board of Directors: October 24, 2019 for action

**RECOMMENDATION**

Staff recommends that the Board of Directors authorize the CEO to amend the existing funding agreement with the City of Phoenix for the Northwest Phase II Light Rail Extension for Phoenix to provide an additional \$79.4 million for Valley Metro to complete design and perform all construction activities.

CONTACT

Wulf Grote, P.E.
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602-322-4420
wgrote@valleymetro.org

ATTACHMENT

None

Draft agreement available upon request

Information Summary

DATE

October 17, 2019

AGENDA ITEM 5**SUBJECT**

South Central Extension/Downtown Hub Project: Phoenix Funding Agreement

PURPOSE

To request authorization for the Chief Executive Officer (CEO) to amend the City of Phoenix funding agreement for the South Central Extension/Downtown Hub for Phoenix to provide an additional \$159 million to Valley Metro to lead business assistance, complete design and perform all construction activities.

BACKGROUND/DISCUSSION/CONSIDERATION

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

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

Date	Purpose	Phoenix Funding Amount
December 2014	Planning	\$3.2 million
November 2015	Planning	\$1.5 million
February 2017	Design/Pre-Construction	\$50.0 million
	Total	\$54.7 million

The South Central Extension/Downtown Hub is rapidly moving toward the initiation of construction. Project design is currently about 90% complete and will be finalized in late 2019. Construction of utility relocations will start in October 2019 and full construction will begin in 2020. To keep the project moving, additional funds will be needed from Phoenix for Valley Metro to lead the business assistance program, complete design and perform all construction activities.

An FTA grant is anticipated for the South Central Extension/Downtown Hub in late 2020. In the meantime, to keep the project on schedule, the FTA has provided pre-award authority for design, land acquisition, utility relocations, long lead procurements

(such as light rail vehicles and special track work) and limited construction activities. This pre-award authority allows Valley Metro to utilize Phoenix and Valley Metro funds to advance the project. FTA will then reimburse its funding share after the federal grant is approved. This means that Phoenix and Valley Metro are currently fronting all project costs, and will continue to do so until FTA is able to provide reimbursement.

COST AND BUDGET

The estimated additional Phoenix funds needed for business assistance activities, design completion and project construction is \$158 million. A breakdown of funding needed from Phoenix for the project is as follows:

Purpose	Phoenix Funding Amount
Design, Project and Construction Management, Administrative	\$15 million
Construction	\$144 million
Total	\$159 million

Phoenix is also responsible for self-performing all real estate acquisitions and various administrative and technical functions for the project. These costs are not included in the table above.

Regional Public Transportation Funds (PTF), and FTA grants will provide the remaining funds needed for this project. The availability of FTA grant funds may lag one to three years behind the time costs are incurred for the project. Once the project budget is finalized it is anticipated that staff will request advancement of federal funds by Phoenix in a future authorization. The project budget will be finalized when design is complete and Valley Metro has agreed upon with the construction contractor the Guaranteed Maximum Price (GMP) for the project.

All costs identified herein are within the South Central Extension/Downtown Hub's project cost forecast and expenses expected within FY20 are included in the Valley Metro Rail Adopted FY20 Operating and Capital Budget. Contract obligations beyond FY20 are incorporated into the Five-Year Operating Forecast and Capital Program (FY20 thru FY24).

STRATEGIC PLAN ALIGNMENT

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

- Goal 2: Advance performance based operation
- Goal 3: Grow transit ridership

**COMMITTEE PROCESS**

RTAG: September 17, 2019 for information

RMC: October 2, 2019 approved

Board of Directors: October 24, 2019 for action

RECOMMENDATION

Staff recommends that the Board of Directors authorize the CEO to amend the existing funding agreement with the City of Phoenix for the South Central Extension/Downtown Hub Project for Phoenix to provide an additional \$159 million for Valley Metro to lead business assistance, complete design and perform all construction activities.

CONTACT

Wulf Grote, P.E.

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ATTACHMENT

None

Draft amended agreement available upon request.

Information Summary

DATE

October 17, 2019

AGENDA ITEM 6**SUBJECT**

Future Agenda Items Request and Report on Current Events

PURPOSE

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

BACKGROUND/DISCUSSION/CONSIDERATION

None

COST AND BUDGET

None

COMMITTEE ACTION

None

RECOMMENDATION

This item is presented for information only.

CONTACT

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ATTACHMENT

None

Pending Items Request

Item Requested	Date Requested	Planned Follow-up Date