



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:
December 5, 2019

Starting Time
11:15 a.m.

Meetings to occur sequentially

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

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



Agenda

November 27, 2019

Joint Meeting Agenda Valley Metro RPTA And Valley Metro Rail

Thursday, December 5, 2019
Conference Room 10A
101 N. 1st Avenue, 10th Floor
11:15 a.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 Joint Boards of Directors on current issues.

2. For information

3. Minutes

Minutes from the October 24, 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. Authorization to Issue a Competitive Solicitation for Cleaning Services

5A. For action

Staff recommends that the Boards of Directors authorize the CEO to issue a competitive solicitation for a three-year contract with one two-year renewal option (total of five years) to provide operations cleaning services for Valley Metro's facilities and Light Rail Vehicle (LRV) cleaning.

5B. Authorization to Issue a Competitive Solicitation for Landscaping Services

5B. For action

Staff recommends that the Boards of Directors authorize the CEO to issue a competitive solicitation for a three-year contract with one two-year renewal option (total of five years) to provide operations landscaping services for Valley Metro's facilities.

5C. Secondary Storage Expansion Authorization

5C. For action

Staff recommends that the Boards of Directors authorize the CEO to purchase NAS equipment for \$83,300.

5D. Business Analyst Contractor Authorization

5D. For action

Staff recommends that the Boards of Directors authorize the CEO to use funds budgeted in FY 2020 to purchase Business Analyst services in an amount not to exceed \$248,800.

5E. Market Research Services Contract Award

5E. For action

Staff recommends that the Boards of Directors authorize the CEO to execute a contract with Westgroup Research, Inc. for market research services for a five-year contract term for an amount not to exceed \$587,617.



5F. Authorization to Issue a Competitive Solicitation for Videography Services

5F. For action

Staff recommends that the Boards of Directors authorize the CEO to issue a competitive solicitation for videography services for a two-year contract term with two, one-year extension options.

REGULAR AGENDA

6. Executive Session

6. For action

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

The agenda for Executive Session involves discussion and consultation regarding performance evaluation of the Chief Executive Officer. Discussion and consultation may be both with and without the Chief Executive Officer present.

7. Executive Session Action Items

7. For action

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

8. Authorization to Issue a Competitive Solicitation for an Internal Communications Assessment

8. For action

Members of Valley Metro Joint Board Subcommittee request that the Boards of Directors authorize the Chief Executive Officer to issue a competitive solicitation for an Internal Communications Assessment.



9. Quarterly Reports

9. For information

Fiscal Year 2020 Quarterly Reports are presented for information.

10. Travel, Expenditures and Solicitations

10. For information

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

11. Future Agenda Items Request and Update on Current Events

11. For information

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

12. Next Meeting

12. For information

The next meeting is scheduled for **Thursday, January 23, 2020 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

November 27, 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

November 27, 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

November 27, 2019

AGENDA ITEM 3

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

RPTA Meeting Participants

Mayor Kevin Hartke, City of Chandler **(Chair)**
Councilmember Jon Edwards, City of Peoria **(Treasurer)**
Vice Mayor Pat Dennis, City of Avondale (phone)
Mayor Alexis Hermosillo, City of El Mirage
Councilmember Mike Scharnow, Town of Fountain Hills
Vice Mayor Bill Stipp, City of Goodyear
Mayor Gail Barney, Town of Queen Creek (phone)
Councilmember Susanne Klapp, City of Scottsdale
Vice Mayor Roland F. Winters Jr., City of Surprise
Councilmember Robin Arredondo-Savage, City of Tempe
Mayor Michael LeVault, Town of Youngtown

Members Not Present

Vice Mayor Eric Orsborn, City of Buckeye
Councilmember Brigitte Peterson, Town of Gilbert
Councilmember Lauren Tolmachoff, City of Glendale
Supervisor Steve Gallardo, Maricopa County
Councilmember Francisco Heredia, City of Mesa
Mayor Kate Gallego, City of Phoenix **(Vice Chair)**
Councilmember Linda Laborin, City of Tolleson
Mayor Rui Pereira, Town of Wickenburg

Valley Metro Rail Participants

Councilmember Robin Arredondo-Savage, City of Tempe **(Chair)**
Ed Zuercher for Mayor Kate Gallego, City of Phoenix
Mayor Kevin Hartke, City of Chandler

Chair Hartke called the meeting to order at 12:02 p.m.

Chair Hartke said Good afternoon. Thank you for joining us at the joint Valley Metro RPTA and Valley Metro Rail meeting. I want to welcome all of our guests as well as all



of our members. Would you please stand and join me in the Pledge of Allegiance.
(The Pledge is recited.)

1. Public Comment

Chair Hartke said I see that we have one card filled out. And that is Blue. Blue, please state your name and city and you've got up to three minutes, although you don't have to take three minutes.

Mr. Crowley said I'm doing it multilingual. I am from Phoenix and we'll go with Liam Carlos Nebesky [phonetic] Crowley the third. And I'd like you all to go into your packets to an item in the RPTA for the proposed changes and get that map out because I'd like to discuss your cities and what each of them is or isn't doing.

And what it is is that here's a copy of the bus book map. And if you look at Chandler and Gilbert and Mesa about how much of that doesn't have any lines in it at all, so that means that there is absolutely no service. And in fact, if you look at the east side of it, there are how many miles with absolutely no north-south or east-west service and that's because your municipalities have decided that, what, because when we put together the bus part of it was to do the grid and infill as much as possible and make it connectivity.

But when I note that nothing except for Power is past Gilbert Road, I go why, what is it that each of your communities are sitting there at the table for if the amount of dedication in trying to get the job done isn't.

And then I would like to go to the next page on it where it's got the circulators and say something nice in that Avondale and Tolleson, I appreciate the circulators that are over there and doing. I know that there is inadequacy on what the buses can and can't do, but at least it's trying to get that connectivity.

So, other than the rail making the project there in Tempe a bus one in funding, I find it fascinating because it costs how much for a mile of bus compared to, what was it, 91 million dollars it cost you to do a rail. So I'd appreciate that the transit part of this start seeing more of the grid that it's supposed to be in is it that there are no people left or below Pecos Road. Is that another reason you wouldn't have any buses there? Just a thought, y'all. This is the proof in the pudding.

Chair Hartke said thank you, Mr. Crowley.

2. Chief Executive Officer's Report

Chair Hartke said next on our agenda is Item No. 2. Chief Executive Officer's Report. Scott Smith.



Mr. Smith said thank you, mayor. And welcome everybody to the board meeting. It's to our first legitimate fall board meeting. I know it's fall because I left my window open the other day, so it's officially fall now. And that means that we survived another summer here, so congratulations to all.

I'd just like to start off talking about some of the goings on. We recently had the opportunity of hosting Senator Kyrsten Sinema in Tempe. Thank you, Councilmember Arredondo-Savage, for helping us host her. She wanted to take a tour of the Tempe Streetcar.

I'd like to report that things are going very well. We're rapidly moving from 50 to 60 percent completed on the streetcar. And so far with the help of our contractor Stacy Witbeck and our great group of community outreach and the City of Tempe and the Downtown Tempe Association, things have gone fairly smoothly. So thank you for that, Councilmember.

We also are moving ahead since the -- after the vote, the 105, and the rejection of that with our South Central/Downtown Hub project. We started out by having a series of five public meetings to share final design of upcoming construction activity.

Construction activity will start. You'll start seeing things happening within the next few weeks in the downtown area as we start primarily with some potholing and also some utility work. And next year you'll see things really start to move, especially in downtown as we prepare for the Super Bowl in February of 2023. And, of course, even though the game itself is out in Glendale, Super Bowl headquarters will, once again, be in downtown Phoenix, so we're moving to have all construction work done well before the world converges on downtown Phoenix. Thanks for all those who participated in very successful meetings.

We also want to show you ongoing commitment and involvement with the previous light rail extension. This is the Northwest extension. And one of the great things that evolved out of that is that there are community groups that were formed during construction that both worked with Valley Metro and worked separate from Valley Metro to help ease the pain, let's say, during construction.

One of those was 19th North community collaboration and they did not go away once the route opened. They have thrived since this and have many events. And what's really been great to see is how a project such as that has truly created a new community cohesiveness with a variety of groups coming together. And one of those is 19th North. And they had a bowling night and we participated with that. We even threw in a ringer. Rick White from our maintenance of way scored 222. It's a pretty good score. Now I understand, I don't know, Ed, if you were there, so thanks Ed and Phoenix Councilmember Betty Guardado for helping support that. One of the great ways that light rail does -- and transit -- changes a community.



I'd like to also give you an update of our on our strategic plan. I think in the last board meeting I told you that our chief administrative officer, Jim Hillyard, and Alexis Tameron Kinsey, my new chief of staff, were going to be visiting your city staff to talk about strategic plans and your city comments and observations.

They have already met with several cities as you see up there. Any one of you can have you or your staff meet with them. Please let either Jim or Alexis know, if you'd like to meet with them. They come out, they spend an hour or so with your staff, get feedback. We're reporting now on some common themes that came up.

Based on those meetings that we've had so far and a lot of discussions that we've had internally in our leadership group -- Steph, do you want to go to the next one.

We've come up with -- we've sort of revised our goals and we've also revised them so that they correspond more closely with our core purpose, which is connecting communities and enhancing lives. On the left you see the existing strategic plan and how we've morphed into the current. These are overriding: excellent system, excellent rider experience, catalyzed economic development, enhanced lives through regional mobility, maximize efficiency.

And we'd love to hear any more feedback that your staff has. Please, once again, talk to Jim and Alexis. And, once again, if your team has not with them and they wish to, please just let them know and they'll be more than happy to come out to your city and meet with your staff.

Now from those general and overriding goals, we have some very specific topics that came up in meeting with your staff. There were four general themes that actually came up quite often, almost universally among your staff. And these were Prop 400 extension and what it means to the future, improving communication engagement with you as cities, enhancing customer experience and strengthening our communications in the budget and finance. Things that we've talked about here, but those were the four themes that each of those themes are sort of sub or specific under our general strategic initiatives that you saw before.

So we're going to work more closely on that. And hopefully in the next couple months we'll get back with you with a more refined and updated and especially taking the most recent feedback that we got from your staff, so we really appreciate that.

This week here in Phoenix we are happy to welcome groups from Seattle, Los Angeles and Denver for our EnoMAX. As we've discussed before, we participate in this program and eight of our variety of potential future leaders from several departments get the opportunity to go out and visit these different transit agencies and spend a week there, and then they come here. They learn from each other. It's a very valuable process.



I think you all should have received some sort of invite if you would like to participate in some of the activities today and tomorrow. This afternoon, I know, Councilmember Arredondo-Savage is going to join former secretary of transportation, Mary Peters, in viewing some of the business plans and proposals that come out of the teams this afternoon.

If you would like to stick around or if you would like to come back tomorrow, one of the interesting things is we wrap up this whole year with the CEOs from Los Angeles and Denver and the chief operating officer from Seattle have flown in and I will join them on a panel to discuss future of transit. It's a wonderful program. I would love to give you the opportunity, if you would like to, to, at least, see how it works because I know it's an item that pops up on our expenses, and we're spending quite a bit of money. We believe it's worth it and it would give you the opportunity to experience what our team is going through.

And then the last thing, you can't read this, so I'm going to, but we're a human endeavor and that's means for all we do right, we screw up sometimes, but we know that. When we screw up there's about 37 people that are more than willing to tell us we screwed up. And when things go right, and believe me, things go right a lot more than they go wrong. We don't get to brag about our staff members. I'd like to do this.

This is something we got just a few days ago from a traveler that came in and was flying to Phoenix and I'll read it for you. So I'm going to brag on our staff a little bit and some of our operators.

"Last Tuesday, the 8th, I landed in Sky Harbor Airport around 2200." We'll ask the vice mayor. Would you please translate that for those. It was 2200. 10 p.m. Thank you very much. You all got that down well.

"I did not have a room for that night to stay in and I couldn't pick up my rental car until 0700 in the morning, the next morning. My wife back here in LA urged me to find a room, so I went online and I found a room relatively nearby or so I thought it was. I left the airport using the Sky Train. Upon exiting the tram I was immediately lost due to the darkness. I located transportation personnel at the station -- this would be the 44th Street Station -- who spent a lot of time assisting me and then accompanied me to a bus station. They were so hopeful in my situation and gave a professional face to what Phoenix is all about. My cell phone had, of course, run out of power." This guy had issues. That's okay.

"So they used their own phones to direct me to my location. They told me their names were Officer Gaines and Zamora. They directed me to take the 48 bus south where I got off on Priest. The bus driver of the 48 South even was so hopeful. I didn't get her name, but she practically dropped me off a block away from my hotel. You have such great personnel working for Valley Metro and I hope that other travelers utilize this great



service you offer to the public to see what wonderful employees make up your workforce. Keep up the great work."

You know, I know that we're in a business where even if you're 95 percent successful that 5 percent is important to people. And we strive for a hundred percent. But we remember that we, you know, we do right, as I've said, a lot more often than we do. And I love it when I hear where both our employees and a contract employee -- I think 48 South would be a City of Phoenix bus, so it was an operator who operates a City of Phoenix bus branded Valley Metro -- went beyond the call of duty to help somebody who was lost and did a great service.

And I just wanted to share that with you so we could brag on some of the great people who do work with this organization and provide amazing service around the valley. And that's my report. Thank you.

3. Minutes

Chair Hartke said next on our agenda is the minutes of the September 19, 2019 joint board meeting. They've been presented in the packet. I would like to request a motion and a second.

IT WAS MOVED BY COUNCILMEMBER KLAPP, SECONDED BY COUNCILMEMBER ROBIN ARREDODO-SAVAGE AND UNANIMOUSLY CARRIED TO APPROVE THE SEPTEMBER 19, 2019 JOINT BOARD MEETING MINUTES.

4. Audit and Finance Subcommittee Update

Chair Hartke said Item No. 4 is the Audit and Finance Subcommittee. Councilmember Arredondo-Savage.

Councilmember Arredondo-Savage said thank you, mayor. Really quick, the Audit and Finance committee met not too long ago, October 10. We'd like to think it was a short meeting, but it turned into a fairly long meeting, but I just want to say thank you to the team, to the staff for kind of helping us get through some things, and we ask a lot of challenging questions, and they are very willing and very helpful with helping us get to where we need to be, so we're in a good place.

So just some of the things that we talked about in this last meeting, we did the internal audit update and internal audit exceptions. And we did talk about the budget assumptions and asked a lot of questions about that, so that was really good. So thank you, Paul, for bringing that together.



And that's part of the process of actually addressing the budget a little bit earlier and letting the Audit and Finance committee really kind of take a deep dive into that. And that's really good start.

We also went through the IGAs. We asked a lot of questions, did some good dialogue and some discussions. I think those are on the agenda today. We actually had a full-time audit report that was presented to us; however, we got it fairly late, so we requested that that be tabled. We asked to have some discussion about it, asked some good questions, so we need to get some follow-up and we will take action on that at our next meeting.

And also we are working on still, and I kind of almost want to apologize to our CFO and our internal auditor as we're working through the processes to really do their evaluations right, so thank you to Penny and the team for her work and helping us. I don't know where you went. I know you're around here somewhere, but thank you for, you know, helping us kind of create a really great process and I think will be helpful for everybody, not only our employees but I think for the board now and those that will come after us, so I certainly do appreciate that, and we're going to get it right. And that is on the agenda for November too. Thank you, mayor.

5. Consent Agenda

Chair Hartke said Item No. 5 is Consent Agenda. These are listed in the consent agenda for approval. Would anyone like any of these items removed from the consent agenda? All right. Seeing none, I would request a motion and a second.

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

6. Tempe Streetcar Construction – Light Rail Single Tracking

Chair Hartke said Item No. 6 is Tempe Streetcar Construction. Scott Smith.

Mr. Smith said thank you, mister chair. One item I forgot from my CEO that I would like to bring up because it affects you. It was the calendar. My pages stuck together. The next scheduled board meeting is November 21 and that's right in the middle of the NLC Annual Meeting. So we can move that board meeting to December 5, combine the November and December meetings. If that creates too much of a challenge for those of you who are planning to go to NLC, just let us know and we can discuss it more. But I think there's a conflict with many of you. I'm hearing there is sort of consensus that that might work better.



Now I would like to introduce Luis Mota our project manager of Tempe Streetcar. Luis is going to go over some of the impacts that the Tempe Streetcar construction is going to literally have on our entire system.

As we have to intersect streetcar and light rail, it's going to have some big changes which will affect bus, rail, everything, so Luis is going to talk about these impacts and time and what they're going to be, so I'll turn it over to Luis.

Mr. Mots said I'm Luis Mota project manager for Valley Metro streetcar project. I'm here to talk to you about the streetcar. As many of you know when you expand infrastructure capacity it comes at a little bit of sacrifice, so it kind of correlates to today's topic. And those of you who drive in from the West Valley going to I-10 should understand.

The Tempe Streetcar, as Scott Smith mentioned, is going to impact the entire light rail alignment. And today's brief overview will tell you what we're doing, how and why it impacts the light rail system, and talk to you a little bit about our approach on how we're going to do that.

So the map here shows the light rail as it runs through Tempe and the blue is the Tempe Streetcar alignment. The green dots we actually have five connections, so the two downtown have, you know, you have the double track and as the streetcar crosses you'll have two at each location. So those are just crossing points.

And then we have the Dorsey connection which is where the streetcar will enter from the OMC travel along the light rail track and enter into the streetcar alignment.

So real quick, too, as we install the special track work to get rail over rail requires what we call a special track where they're diamonds. And so as we install that we're going to do it on one track at a time so obviously one track will be out of service.

So we had two options on how to get onto the track to do all the work. Because we have both tracks are impacted, one of the options was to evaluate, you know, just shut down the entire system and the other one is to maintain it and try to find a way to do it while you're maintaining the system.

The shutdown was easiest for the construction obviously because you can just go at it, but the cons outweigh the pros. So there were major repercussions to our customer service and to the reputation of our service, and so it was quickly dismissed. Although as you saw from the previous slide, it would not have been the first time that it's been done. There are other agencies, other transit systems that do use the shutdown approach.

So we went with maintaining the service. And in maintaining the service we had to evaluate a lot of scenarios. There were just so many options. It was a year in the



making. We went through with operations on what could be done, evaluating what are the needs, how it impacts the customers, putting a lot of pressure on operations in making sure that the focus is not just what we can do but thinking outside of the box to make sure that we are focused on the customer service.

We don't have enough time to go through all the options that we evaluated today. So today we're going to cover overview of the work that we're going to do, our approach, and then why we selected that approach.

So there are many parameters that affected shaping our approach, but again, as I mentioned, there are two primary goals in our planning. One was minimize customer impacts and two is safety. And with those we have to work within the different constraints, for example, safety. As you work through, you're going to close one rail when you're working right next to the other one, so it requires flaggers, it requires slowing down the operation, now you're switching tracks, so it affects everything. It has a domino effect.

One example of -- so this is, if I go back to the map just to show you where it is, this is right here, this area here, so that's Ash as it crosses, but this is our biggest challenge, the most challenging piece. We have about 150 feet of track. Because it's on a super, as the track comes around the corner, they're not on the same plane, so you imagine you're going to cross the streetcar with it you want steel on steel. You want it all to be on the same plane. So with that you would have to raise the track 150 feet of that track.

And so I brought some pictures to show you where it's been done, because to do that we're going to try to do some pre demo in advance so that when we implement the single tracking, we can get in and out of there as quickly as possible. And they did this in Portland, so I wanted to show you kind of what that looks like in advance.

While we're not proposing to do this while the trains are running, we are proposing to do this at night in advance of the work. So what they do is they cut out pieces of the track, they cut out sections of it, break out the concrete, cut the rebar. And then in the daytime the trains can traverse it.

And then once we're ready to go you can cut out the track and you can pull it out in sections so that you're a little bit faster in that piece. We're being a little proactive on this as well.

So briefly I'm going to cover now why this impacts the entire system. For one, as I mentioned, we do have to demo track and there is only one track available and so to switch the eastbound and the westbound onto that one track requires a place to switch, and we're limited on where we have crossovers.



So in the general vicinity of our work, you can see there are four crossover points and those dictated what we can do. So on the example of installing the one, the two stars, the two locations on Mill and Ash and the couplet, the yard we had to use is -- or the single section is from the yard to the Mill Avenue pocket which is at Veterans Parkway in Tempe there by the Tempe Transit Center.

And so the challenge has been just the distance and the time to traverse this area, because, as I mentioned, we have to slow down, you have to switch tracks. So including the time to switch from one crossover to the other crossover is 12 minutes. So now you have an eastbound train going through there. It takes them 12 minutes to get across. Now the westbound has to wait if he's already there another 12 minutes, so the best-case scenario in an idea world is 24 minutes before another eastbound train gets through there.

And this becomes a constraint on the entire system because we really don't have an opportunity to split the system. We did look at all those other options. Mainly because we don't have a hub. You don't have an area where you can have multiple trains set up and transfer people and then the transferring people ends up becoming -- adding more time to it and you end up in the same scenario just upset customers.

So then we looked at it when can we go do the work, because each of those connections of the five locations require about a three-day weekend. So we looked at holidays, when we could do it around holidays to try to avoid the commuter traffic. And the Ash location I showed you was five days. So it was really difficult to do everything on holidays. Again, you only have so many holidays in a year. And the five days is definitely going to impact commuters.

But when we looked at the schedule we noticed that the last week -- we started looking at Tempe. And then we looked at the entire system, but the last week of the year and the first week of the year had notably lower ridership levels. So we decided to relook at the schedule, compress everything and see if we can do it within that period. And we compressed the schedule down to 16 days and that's when we're going to do all four of the pieces on Mill and Ash, so it will be the last week of December, first week so that's this coming holiday season.

Of course to get that done that means, for the contractor, ramping up on resources, giving their employees the bad news of having to work through the holidays, so that sort of thing. So everybody mentally they've prepared already in advance knowing that they're going to have to work during the holidays.

And then the other item, the other area that's circled, is the week before spring break is also a slow period. So that's when we'll come in. We can do that on a three-day weekend. That's the Dorsey connection that was at the bottom part where we go onto the streetcar section.



And so in summary of our plan, the benefits, as I mentioned, is a consistent message. We go from having five times of impacting the customers to just two times and it's all at once, so it's only two occurrences. You minimize the construction duration by doing it all at once. And when you can flip, you have some float instead of having to wait for another weekend and being constrained. Any time you save you can capture it all. And then there's a reduced risk.

So obviously the other items, as I pointed out, are all customer focus, but risk is also important risk to our service reputation, the safety of the operators, the customers, the construction workers. And so that's the approach we're going to do. So we're going to have 24-minute headway through the entire system, Mill and Ash, this holiday season and Dorsey during the spring break.

The next thing we looked at is how we're going to communicate this to everyone. So there is already communication plans that's been developed that Lisa and her group have worked on. And the messaging is going to include various channels. We're going to start ramping up the messaging in November. And that's when you'll start to see flyers and social media things come out, but the messaging is going to include not just the schedule changes but a note about the growing system and a little bit of the construction details.

And then the planning process, I want to talk to you about what we've gone through to get here to the next steps. We have a few task force that are working on this because there are various facets when you do this. We have the communications group that I just explained. We also have the operations group on how this is going to work, making plans with the Union for the operators, the schedules, how it impacts evaluating the bus schedules, developing new schedules for this system, so there is that component.

There is a construction planning and then there is safety and security because every time you make a change to the track, you have to make sure that it is recertified before you run a train through there. So we have all of those committees working together, and we each convene and talk about how the progress is being made to make sure that everybody is coordinating together. So that covers everything. It ends kind of abruptly, but if you have any questions.

Chair Hartke said is there any major ball games Insight Bowl at the Diamondbacks stadium or in Tempe that this would drastically impact in which we want to move a bunch of people in the evening or afternoon, or is there not during this window?

Mr. Mota said the Cheese-It Bowl is the only one that happens during that time. There is one in Glendale, but in Phoenix it is the Cheese-It Bowl. Part of the communications plan is also looking at how we staff up, so instead of using a two-car consists going to a three-car consists. We can't change the headway times. But what it does accommodate is where normally like, for example, if you have a busy event, a SUNS



game or something, you would throw an extra train in-between, an extra three-car consists, so in twenty minutes you have a two car, a three car and a two car, that's seven trains. We go down 24 minutes, so we would just throw two three-cars, so now you have six. So it's close to the same.

And then communicating to the people what's happening. We are still going to use the, customer experience coordinators, and so they're ramping up with their services. In addition we anticipate some help from our staff in communicating this out there. Does that answer your question?

Vice Mayor Winters said Luis, do we have a completion date for this Tempe Streetcar?

Mr. Mota said in 2021.

Chair Hartke said all right. Thank you.

7. Travel, Expenditures and Solicitations

This item was presented for information.

8. Future Agenda Items Request and Update on Current Events

Chair Hartke said Item No. 8. Future Agenda Items Request and Update on Current Events. Does anyone have anything? Vice Mayor.

Vice Mayor Dennis said yes, I was wanting to look at, and I don't know if this would be for this agenda or both agendas, in reference to Prop 400 Extension, the projects that now MAG and TPC have been talking about putting together, you know, their dollar amount of what they anticipate the cost for those extensions. I have not seen anything come on our agenda in reference to putting our packet together in order to transmit over to MAG.

Mr. Smith said Vice Mayor, I can tell you at the staff level we're deeply involved in that process and working with city staff also. And MAG is taking the lead on Prop 400 extension work. We are working with them. And at the appropriate time when we have numbers that will either filter up through our process or the MAG process, we will make you all aware of what those are.

But the MAG process is really taking the lead on the Prop 400 extension while we are providing all the information.

Vice Mayor Dennis said I was concerned because I think in the past when we've done we've, you know, as an organization we have put together a package and approved it as a board and then submitted it over to MAG. So I just want to make sure that we still



have that same capacity in reviewing what all our cities and the agency needs for the next funding cycle and that to be presented to the board so we can make that happen.

Mr. Smith said I will tell you that in an upcoming RTAG meeting we are planning a special just Prop 400 extension meeting with city staff as part of an RTAG process, and we will keep you informed of when that information is available.

Vice Mayor Dennis said so when that is available I would definitely like to see that put on the agenda so we can review that. Thank you.

Mr. Smith said okay. We'll do.

Chair Hartke said any other agenda items for future meetings or anything else that you would like to inform the committee? All right. Seeing none, that concludes our joint meeting of RPTA and Valley Metro.

Seeing none, meeting adjourned.

With no further discussion the meeting adjourned at 12:35 p.m.



Information Summary

DATE

November 27, 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

Paul Hodgins
Chief Financial Officer
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phodgins@valleymetro.org

ATTACHMENT

None



Information Summary

DATE

November 27, 2019

AGENDA ITEM 5A**SUBJECT**

Authorization to Issue a Competitive Solicitation for Cleaning Services

PURPOSE

To request authorization for the Chief Executive Officer (CEO) to issue a competitive solicitation for a three-year contract with one two-year renewal option (total of five years) to provide operations cleaning services for Valley Metro's facilities and Light Rail Vehicle (LRV) cleaning.

BACKGROUND | DISCUSSION | CONSIDERATION

Valley Metro's current contract for Operations Cleaning Services expires December 31, 2020. Valley Metro continues to have a need for cleaning services of maintenance facilities, park and rides, artwork power washing and passenger stations along the light rail alignment. This work also covers the RPTA Bus Transit facility located in Mesa.

Services are for the performance of a full range of cleaning services necessary to maintain Valley Metro Rail's Operations and Maintenance Center, RPTA's Bus Transit Facility, Light Rail Vehicles (LRVs), park and rides plus street sweeping at park and rides, operator facilities, security offices, pressure washing passenger stations, and the light rail alignment. The Contractor shall provide all necessary fleet of vehicles, tools, supplies, materials and other related equipment required to perform the cleaning services described in the competitive solicitation.

Valley Metro is seeking authorization to issue a competitive solicitation to provide Operations Cleaning Services. It is planned that the competitive solicitation would be released in January 2020 and contract award recommendation would be brought back for Board approval in June 2020.

COST AND BUDGET

The projected five-year cost for RPTA's portion of the cleaning services is \$330,000 and for Valley Metro Rail's portion is \$14,000,000. Funds are accounted for annually in the agency's operating budget.

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 operations

COMMITTEE ACTION

October 15, 2019 for information

TMC/RMC: November 6, 2019 approved

Boards of Directors: December 5, 2019 for action

RECOMMENDATION

Staff recommends the Boards of Directors authorize the CEO to issue a competitive solicitation for a three-year contract with one two-year renewal option (total of five years) to provide operations cleaning services for Valley Metro's facilities and Light Rail Vehicle (LRV) cleaning.

CONTACT

Ray Abraham

Chief Operations Officer

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rabraham@valleymetro.org

ATTACHMENT

None



Information Summary

DATE

November 27, 2019

AGENDA ITEM 5B**SUBJECT**

Authorization to Issue a Competitive Solicitation for Landscaping Services

PURPOSE

To request authorization for the Chief Executive Officer (CEO) to issue a competitive solicitation for a three-year contract with one two-year renewal option (total of five years) to provide operations landscaping services for Valley Metro's facilities.

BACKGROUND | DISCUSSION | CONSIDERATION

Valley Metro's current contract for Operations Landscaping Services expires December 31, 2020. Valley Metro continues to have a need for lands keeping of maintenance facilities, park and rides, and passenger stations along the light rail alignment. This work also covers the RPTA Bus Transit facility located in Mesa.

The contractor shall provide all necessary vehicles, tools, supplies, materials and other related equipment required to perform the landscaping services defined in the competitive solicitation.

Valley Metro is seeking authorization to issue a competitive solicitation to provide Operations Landscaping Services. It is planned that the competitive solicitation would be released in January 2020 and contract award recommendation would be brought back for Board approval in June 2020.

COST AND BUDGET

The projected five-year cost for RPTA's portion of the landscaping services is \$250,000 and for Valley Metro Rail's portion is \$2,200,000. Funds are accounted for annually in the agency's operating budget.

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 operations

COMMITTEE ACTION

RTAG: October 15, 2019 for information



TMC/RMC: November 6, 2019 approved
Boards of Directors: December 5, 2019 for action

RECOMMENDATION

Staff recommends the Boards of Directors authorize the CEO to issue a competitive solicitation for a three-year contract with one two-year renewal option (total of five years) to provide operations landscaping services for Valley Metro's facilities.

CONTACT

Ray Abraham
Chief Operations Officer
602-652-5054
rabraham@valleymetro.org

ATTACHMENT

None



Information Summary

DATE

November 27, 2019

AGENDA ITEM 5C**SUBJECT**

Secondary Storage Expansion Authorization

PURPOSE

To request authorization for the Chief Executive Officer (CEO) to expend funds budgeted in FY 2020 to purchase Network Attached Storage (NAS) equipment in amount of \$83,300.

BACKGROUND/DISCUSSION/CONSIDERATION

To reduce costs while maintaining performance, Valley Metro's Information Technology (IT) department uses a three-tier data storage system:

1. For mission critical, heavy-use systems, and data where responsiveness is an important factor, a Storage Area Network (SAN)¹ is used.
2. For regularly used systems and data where responsiveness is less of a factor², a less expensive and correspondingly lower performance NAS³ is utilized.
3. For long term retention of infrequently accessed data, a low-cost, cloud-based 'cold storage' system⁴ is used.

The IT department seeks authorization to expend funds included in the FY 2020 budget to expand our second-tier NAS. Utilization of the second tier NAS is currently at 63%. In the months to come, storage needs are forecasted to grow due to increased video retention for the new Siemens light rail vehicles⁵; the ramping-up of current capital projects; and improvements in the Information Security program resulting in the monitoring of more devices, the retention of more system logs, and the need to improve business continuity through more comprehensive data back-ups. Addressing those needs requires obtaining an additional storage module for the existing NAS device and purchasing a second NAS device with all module bays filled.

The NAS equipment will be purchased from Transource Services Corp. utilizing a cooperative contract awarded by the Arizona State Procurement Office. Purchasing under a cooperative contract saves Valley Metro resources due to the simplified

¹ Valley Metro uses Nimble devices from Hewlett Packard Enterprise (HPE) at \$1,278 per TB

² For example, vehicle incident videos, certain modelling data, security logs, etc.

³ Valley Metro uses Cohesity NAS, an HPE trusted partner, at \$410 per TB

⁴ Valley Metro uses Microsoft's Azure Blob Storage at \$176 per TB

⁵ The new Siemens LRVs have more and higher-definition cameras resulting in the need to retain more and larger video files.



acquisition process, the cooperative purchasing power of multiple agencies, and terms and conditions that have previously been negotiated.

COST AND BUDGET

The RPTA portion is \$41,650 and the VMR portion is \$41,650. All costs in FY 2020 are included in the adopted RPTA & VMR FY 2020 Operating and Capital Budget.

Purchase	Vendor	Contract	Cost
Second NAS Unit	Transource Services Corp.	State Contract: ADSP016-098200	\$67,100
NAS Expansion Tray	Transource Services Corp.	State Contract: ADSP016-098200	\$16,200
Subtotal			\$83,300

COMMITTEE PROCESS

RTAG: October 15, 2019 for information

TMC/RMC: November 6, 2019 approved

Boards of Directors: December 5, 2019 for action

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

RECOMMENDATION

Staff recommends that the Boards of Directors authorize the CEO to purchase NAS equipment in the amount of \$83,300.

CONTACT

Phil Ozlin

Manager, Information Technology

602-495-8253

pozlin@valleymetro.org

ATTACHMENT

None



Information Summary

DATE

November 27, 2019

AGENDA ITEM 5D**SUBJECT**

Business Analyst Contractor Authorization

PURPOSE

To request authorization for the Chief Executive Officer (CEO) to use funds budgeted in FY 2020 to purchase Business Analyst services in an amount not to exceed \$248,800.

BACKGROUND/DISCUSSION/CONSIDERATION

Business Analysts are professionals trained to engage with subject matter experts to assess and document business processes to determine the functional requirements for IT systems that support those processes. These requirements become the scope of work for any IT system procurement and serve as the criteria for evaluating the fit of systems proposed by vendors or the design requirements for in-house development projects. As a result, the Project Management Institute has found that poor requirements are the leading cause of project failure and directly correlate with project cost over-runs. Therefore, it is critical for Valley Metro to establish accurate requirement for all projects.

Valley Metro has no Business Analysts on staff. Over the next nine months, the agency will be making major changes to or replacing a number of IT systems including a security incident management system, a public arts maintenance system, a driver infraction tracking system, it's marketing project management system, and the Paratransit eligibility and trip management system. As a result, staff is requesting authorization to expend funds budgeted in FY 2020 to employ two Business Analyst contractors through the remainder of FY 2020 to ensure accurate requirement for these projects.

The Business Analyst contractors will be procured from Acro Service Corporation utilizing a cooperative contract awarded by Maricopa County through the Strategic Alliance for Volume Expenditures (SAVE) and Knowledge Services utilizing a cooperative contract awarded by the Arizona State Procurement Office. Purchasing under a cooperative contract saves Valley Metro resources due to the simplified acquisition process, the cooperative purchasing power of multiple agencies, and the use of terms and conditions that have previously been negotiated.

COST AND BUDGET

The RPTA portion is \$124,400 and the VMR portion is \$124,400. All costs in FY 2020 are included in the adopted RPTA & VMR FY 2020 Operating and Capital Budget. The



FY 2021 budget process will determine whether an on-going need for Business Analysts exists. If it does, both FY 2020 and FY 2021 costs could be reduced by converting a contractor to a full-time position.

Purchase	Vendor	Contract	Cost ¹
Business Analyst #1	Acro Service Corporation	SAVE (Maricopa): 2017139	\$118,400
Business Analyst #2	Knowledge Services	State Contract: ADSP017-174599	\$127,400
FY 2020 Total			\$248,200

COMMITTEE PROCESS

RTAG: October 15, 2019 for information

TMC/RMC: November 6, 2019 approved

Boards of Directors: December 5, 2019 for action

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
- Goal 2: Advance performance based operation

RECOMMENDATION

Staff recommends that the Boards of Directors authorize the CEO to use funds budgeted in FY 2020 to purchase Business Analyst services in an amount not to exceed \$248,800.

CONTACT

Phil Ozlin

Manager, Information Technology

602-495-8253

pozlin@valleymetro.org

ATTACHMENT

None

¹ Cost based on 1600 work-hours in FY 2020 per Analyst at a contract rate of \$74 and \$79.62 per hour respectively.



Information Summary

DATE

November 27, 2019

AGENDA ITEM 5E**SUBJECT**

Market Research Services Contract Award

PURPOSE

To request authorization for the Chief Executive Officer (CEO) to execute a 5-year joint RPTA and Valley Metro Rail contract with Westgroup Research, Inc. for market research services in an amount not to exceed \$587,617.

BACKGROUND | DISCUSSION | CONSIDERATION

In 2014, a five-year contract was awarded to Westgroup Research, Inc., for the agency's market research needs. Over the past five years, Valley Metro has utilized this contract to conduct a range of surveys including biannual Rider Satisfaction surveys, biannual Public Perception surveys, annual Transportation Demand Management (TDM) surveys, ASU student intercept surveys, MOD grant research project, a transit book rider feedback survey, and focus groups on Valley Metro's website. The data captured by these surveys shapes Valley Metro's marketing and outreach efforts and helps Valley Metro and the Board make informed decisions on issues and opportunities for improvement.

The scope of work for the new contract will consist of ongoing rider satisfaction intercept surveys, public perception telephone surveys, TDM telephone surveys, and a general category called "ad-hoc surveys" in order to meet our future market research needs in the areas of focus groups, intercept surveys, and telephone surveys. The Scope of Work also includes cooperative language for potential member city use.

Valley Metro staff issued a federally compliant competitive solicitation for market research services for a five-year contract term. On June 28, 2019, Valley Metro solicited proposals from qualified firms for market research services.

The solicitation included the following technical and price evaluation criteria:

Evaluation Criteria	
Understanding/Approach to the Scope of Services	250 points
Qualifications & Experience of the Firm	175 points
Qualifications & Experience of Assigned Personnel	175 points
Pricing	400 points
TOTAL POINTS AVAILABLE	1,000 Points



On July 30, 2019, Valley Metro received proposals from the following Proposers:

- OH Partners
- Westgroup Research, Inc.
- Moses, Inc.

An evaluation committee consisting of Valley Metro, City of Phoenix, and City of Chandler staff were appointed to evaluate proposals in accordance with the evaluation criteria listed above. Westgroup Research provided the highest ranked technical score based on their understanding and approach to qualitative research methods and their experience with market research in the transportation industry. The evaluation committee arrived at its contract award recommendation using the best value selection process that allows for tradeoffs and the analysis of overall cost and value to the Agency. Under best value, the evaluation committee reached a consensus to award to the highest total points, Westgroup Research. The proposers in their ranked order is listed below:

Proposers by Points and Rank Order			
Proposer	Technical Points	Price Points	Total Points
Westgroup Research, Inc	563	295	858
Moses Inc	456	400	856
OH Partners	498	330	828

An independent cost estimate was completed and the proposed prices have been deemed fair and reasonable.

COST AND BUDGET The estimated \$118,225 for first year costs are included in the FY 2020 Valley Metro RPTA and VMR budgets. All future costs will be determined by the adopted annual Valley Metro RPTA and VMR budgets. The amounts below and the total authorization are estimates of the potential utilization of this contract not a commitment to future spending. The overall five-year value of the contract shall not exceed \$587,617. The amount is broken down below:

Description	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Rider Satisfaction Survey	\$33,975		\$35,348		\$36,775	\$106,098
TDM Survey	\$34,250	\$34,935	\$35,634	\$36,347	\$37,075	\$178,241
Public Perception Survey		\$26,112		\$27,166		\$53,278
Ad-Hoc Surveys	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000
Totals	\$118,225	\$111,047	\$120,982	\$113,513	\$123,850	\$587,617



This pricing represents a 6% reduction in total anticipated costs as compared the contract awarded in 2014ⁱ.

The source of funding is a combination of Prop 400 (PTF) and Federal funds.

STRATEGIC PLAN ALIGNMENT

FY 2016 – 2020:

- Goal 1: Increase customer focus
- Goal 3: Grow transit ridership.
- Goal 5: Advance the value of transit

COMMITTEE PROCESS

RTAG: October 15, 2019 for information

TMC/RMC: November 6, 2019 approved

Boards of Directors: December 5, 2019 for action

RECOMMENDATION

Staff recommends that the Boards of Directors authorize the CEO to execute a contract with Westgroup Research, Inc. for market research services for a five-year contract term for an amount not to exceed \$587,617.

CONTACT

Jim Hillyard

Chief Administrative Officer

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ATTACHMENT

None

ⁱ For comparison, the pricing of the FY 2014 – FY 2019 contract was as follows:

Description	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Total
Satisfaction Survey	\$36,475	\$37,570	\$38,700	\$39,860	\$41,050	\$193,655
TDM Survey	\$33,925	\$34,950	\$36,000	\$37,100	\$38,225	\$180,200
Ad-hoc surveys	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000
Total	\$120,400	\$122,520	\$124,700	\$126,960	\$129,275	\$623,855



Information Summary

DATE

November 27, 2019

AGENDA ITEM 5F**SUBJECT**

Authorization to Issue a Competitive Solicitation for Videography Services

PURPOSE

To request authorization for the Chief Executive Officer (CEO) to issue a competitive solicitation for videography services.

BACKGROUND | DISCUSSION | CONSIDERATION

Valley Metro plans, builds and operates the regional bus and light rail system in greater Phoenix. Valley Metro also offers transit options including alternative transportation programs for seniors and people with disabilities, commuter vanpools, online carpool matching, bus trip mapping, bicycle safety and telework assistance.

As a way to maintain positive positioning of the system and to remain current in how we promote our services, video is considered a mainstay across various mediums, e.g. social media, website and broadcast media. Video is also used to capture and document milestone moments for the system, such as groundbreakings, ribbon cuttings and other special events. Video serves as a way to visually communicate how we support our local communities through the services we provide.

We are seeking the on-call services of a minimum of two local videography firms who are qualified to provide pre-production, production and post-production services for videos of varying lengths to capture agency events, projects, services and rider activity. Videography firms should have the capabilities of planning, scoping, concept development, scriptwriting, scheduling and are able to travel to the site of the filming, provide all equipment including lighting and audio, retain voiceover talent and/or music. The firms should also have the ability to provide video accessibility features, e.g. closed captioning, sight-impaired descriptions.

With having several videography firms "on-call" we are able to select the firm that is most suited to the work and ensure that we have a firm that is available at the time of filming or event.

COST AND BUDGET

The cost for videography services under this Request for Proposal is funded by Valley Metro RPTA and Valley Metro Rail (VMR). Funds available in the Fiscal Year 2020 Budget for RPTA and VMR are \$85,000. Contract obligations beyond FY20 are



incorporated into the Valley Metro Five-Year Operating Forecast and Capital Program. The total contract cost is estimated at \$170,000 for a two-year contract term with two, one-year extension options.

COMMITTEE ACTION

RTAG: October 15, 2019 for information

TMC/RMC: November 6, 2019 approved

Boards of Directors: December 5, 2019 for action

STRATEGIC PLAN ALIGNMENT

FY2016-2020:

- Goal 1: Increase customer focus
- Goal 3: Grow transit ridership
- Goal 5: Advance the value of transit

RECOMMENDATION

Staff recommends that the Boards of Directors authorize the CEO to issue a competitive solicitation for videography services for a two-year contract term with two, one-year extension options.

CONTACT

Susan Tierney

Communications Manager

Valley Metro

602.262.7433

stierney@valleymetro.org

ATTACHMENT

None





Information Summary

DATE

November 27, 2019

AGENDA ITEM 6**SUBJECT**

Executive Session

PURPOSE

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

The agenda for Executive Session involves discussion and consultation regarding performance evaluation of the Chief Executive Officer. Discussion and consultation may be both with and without the Chief Executive Officer present.

BACKGROUND | DISCUSSION | CONSIDERATION

None

COST AND BUDGET

None

COMMITTEE PROCESS

None

RECOMMENDATION

The Joint Boards of Directors may vote to enter Executive Session.

CONTACT

Michael Minnaugh

General Counsel

602-262-7433

mminnaugh@valleymetro.org

ATTACHMENT

None



Information Summary

DATE

November 27, 2019

AGENDA ITEM 7**SUBJECT**

Executive Session Action Items

PURPOSE

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

BACKGROUND | DISCUSSION | CONSIDERATION

None

COST AND BUDGET

None

COMMITTEE PROCESS

None

RECOMMENDATION

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

CONTACT

Michael Minnaugh

General Counsel

602-262-7433

mminnaugh@valleymetro.org

ATTACHMENT

None



Information Summary

DATE

November 27, 2019

AGENDA ITEM 8**SUBJECT**

Authorization to Issue a Competitive Solicitation for an Internal Communications Assessment

PURPOSE

To request authorization for the Chief Executive Officer (CEO) to issue a competitive solicitation for an Internal Communications Assessment.

BACKGROUND | DISCUSSION | CONSIDERATION

At the November 2019 meeting of the Valley Metro Subcommittee, the CEO was instructed to prepare a draft scope of work for an external assessment of Valley Metro's internal communications processes.

Effective communication with Board members, city management, and city transit staff on issues of significance is essential to accomplish our mutual goals and objectives. Recognizing the inherent challenges of effectively communicating with 19 different agencies, board members and staff, Valley Metro leadership continues to work to improve and clarify lines of communications at all levels. Steps have been taken to: improve communications by implementing study sessions, improve the budgeting process by providing more timely and complete information, restructuring the RTAG meeting to encourage more open dialog and opportunity to raise issues "from the floor," changing our strategic planning process and hiring of a Chief of Staff and Senior Advisor with a specific charge to increase and improve contacts with elected and city staff. Those initiatives have already created benefits, but are meant as the beginning of our efforts, not an end.

The goal of an external review of internal communications processes is to improve on those initiatives, efficiencies and to facilitate communications to create better alignment with our Board members, member cities, and Valley Metro's senior leadership and management team.

SUGGESTED SCOPE OF WORK

The purpose of the assessment is to determine whether Valley Metro's internal communication and processes provide clear, reliable and timely information that assists the Boards of Directors and senior management in increasing effectiveness, ensuring appropriate internal controls, and managing essential communication functions. If weaknesses and deficiencies are noted, recommendations and suggestions for



improvement are to be made in a quality assessment report. The firm or individual selected would be expected to include in review:

1. Survey Valley Metro's senior leadership and management team, board members and appropriate city staff to determine the communication expectations for each group, their level of satisfaction, and suggestions for improvement.
2. Evaluate Valley Metro's internal communications process, including the organizational structure, between Valley Metro senior leadership and management team, board members and appropriate staff against the expectations of each group.
3. Review the procedures and timelines for board communications and notification, including management committees
4. Prepare a written assessment of Valley Metro's internal communications process identifying for each audience its strengths and recommendations for improvements
5. Present the report to Valley Metro's senior leadership, the Boards, and management committees, incorporate their feedback as appropriate, and facilitate planning on the key actions that can be taken from the insights

COST AND BUDGET

Staff will develop an independent cost estimate, but currently anticipate that the cost will not exceed \$100,000. Funding will be from Regional Area Road Funds (RARF). The study is not in the FY20 Operating and Capital Budget, however finance staff will identify cost savings within the budget when the contract is brought to the Boards of Directors for approval.

COMMITTEE PROCESS

Boards of Directors: December 5, 2019 for action

RECOMMENDATION

Members of Valley Metro Joint Board Subcommittee request that the Boards of Directors authorize the Chief Executive Officer to issue a competitive solicitation for an Internal Communications Assessment.

CONTACT

Michael J. Minnaugh
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ATTACHMENT

None



Information Summary

DATE

November 27, 2019

AGENDA ITEM 9**SUBJECT**

Quarterly Reports

PURPOSE

To provide an informational update of activities at Valley Metro.

BACKGROUND | DISCUSSION | CONSIDERATION

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

- Operations
- Safety and Security
- Finance
- Capital and Service Development
- Communication & Strategic Initiatives
- Marketing

COST AND BUDGET

None

COMMITTEE PROCESS

TMC/RMC: November 6, 2019 for information

Boards of Directors: December 5, 2019 for information

RECOMMENDATION

This item is presented for information only.

CONTACT

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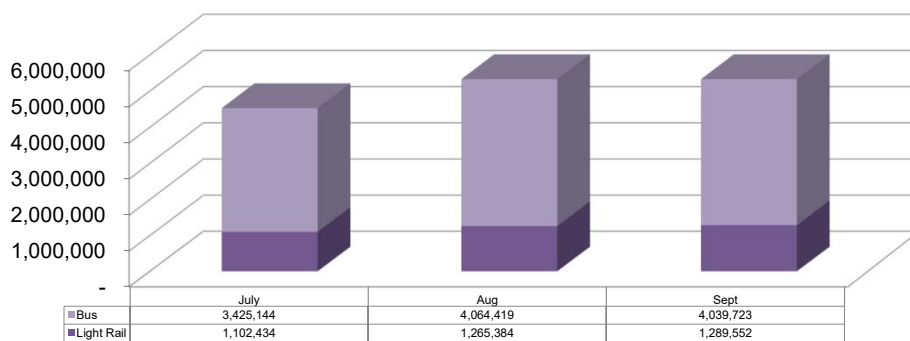
Jim Hillyard
Chief Administration Officer
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Fiscal Year 2020 Quarterly Report

December 2019



Regional Ridership



	FY19 Q4	FY19 Q1	FY20 Q1
Bus	11,755,883	12,122,590	11,529,286
Light Rail	3,668,545	3,723,173	3,657,370
Total	15,424,428	15,845,763	15,186,656

Fixed Route Bus – East Valley



Performance Indicator	Target	FY19 Q4	FY19 Q1	FY20 Q1
On-Time Performance	≥ 92%	N/A*	94%	N/A*
Complaints Per 100,000 Boardings	≤ 45	65	60	68
Mechanical Failures Per 100,000 Revenue Miles	≤ 12	3.4	5.3	2.3
Revenue Service Completed	≥ 99.85%	99.96%	99.95%	99.97%
Preventable Accidents per 100,000 Miles	≤ 0.90	0.70	0.79	0.64
Ridership	--	3,190,952	3,386,678	3,160,634

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

3

Fixed Route Bus – West Valley



Performance Indicator	Target	FY19 Q4	FY19 Q1	FY20 Q1
On-Time Performance	≥ 92%	N/A*	93%	N/A*
Valid Complaints Per 1,000 Boardings	≤ 0.25	0.10	0.06	0.13
Mechanical Failures Per 10,000 Revenue Miles	≤ 1.2	0.45	1.0	0.71
Revenue Service Completed	≥ 99.85%	99.98%	99.96%	99.94%
Preventable Accidents per 100,000 Miles	≤ 1.50	0.77	0.35	0.95
Ridership	--	107,261	97,027	110,939

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

4

Light Rail



Performance Indicator	Target	FY19 Q4	FY19 Q1	FY20 Q1
On-Time Performance	≥ 95%	89%	92%	90%
Complaints Per 100,000 Boardings	≤ 3.0	0.50	0.64	0.90
Preventative Maintenance Inspections - % On-Time (LRV)	≥ 80%	100%	100%	100%
Preventative Maintenance Inspections - % On-Time (Systems)	≥ 80%	100%	100%	99%
Preventable Accidents per 100,000 Miles	≤ 0.90	0.48	0.37	0.11
# of Employee Injuries - Lost Time (MOE & MOW)	0	0	2	1
Ridership	--	3,668,545	3,723,173	3,657,370

5

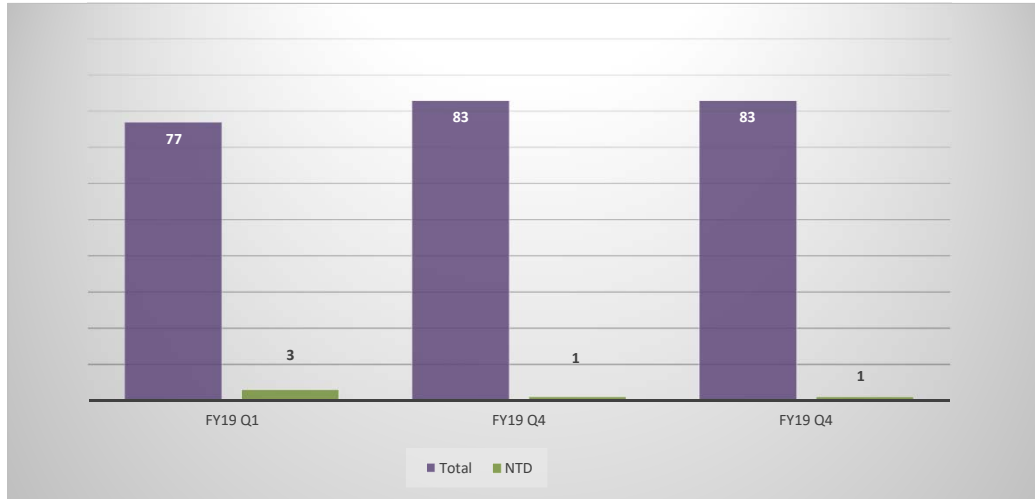
Customer Service – Call Center



Performance Indicator	Target	FY19 Q4	FY19 Q1	FY20 Q1
Calls Received	--	302,944	340,368	307,957
Complaints Processed	--	9,516	9,074	10,174
NextRide Inquiries Handled by Interactive Voice Response (IVR)	--	205,653	237,283	207,344
NextRide Inquiries Handled by Text Messaging	--	514,873	662,618	625,713
Average Talk Time	--	2:25	2:28	2:30
Average Speed of Answer	≤ 1.00	0:15	:19	:18

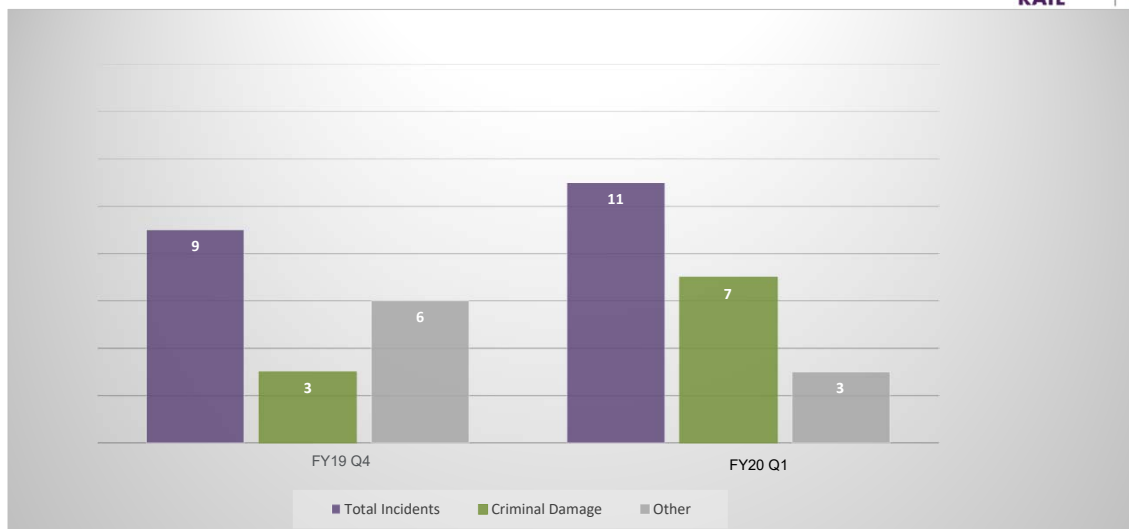
6

Bus Accidents



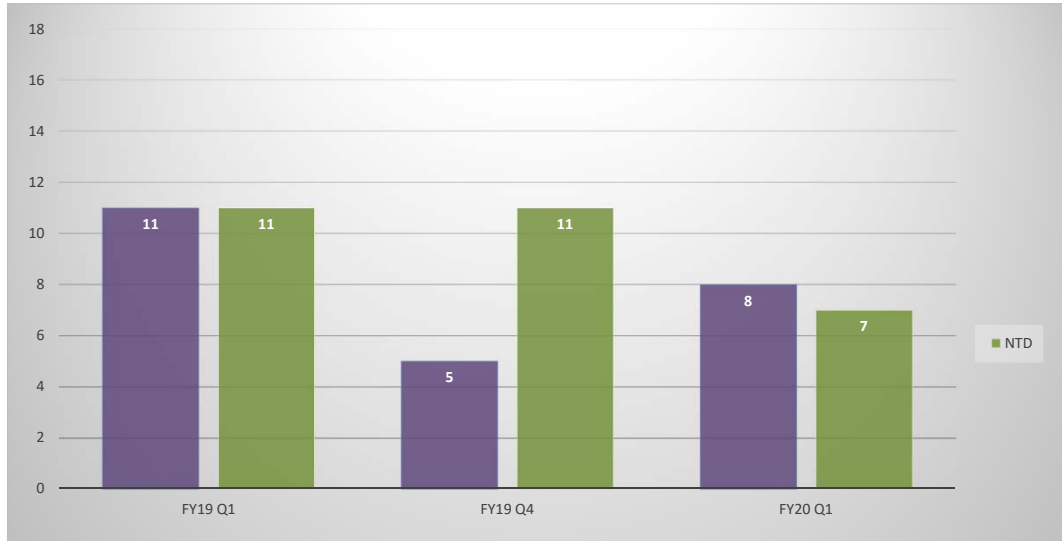
7

Police Incidents - Bus



8

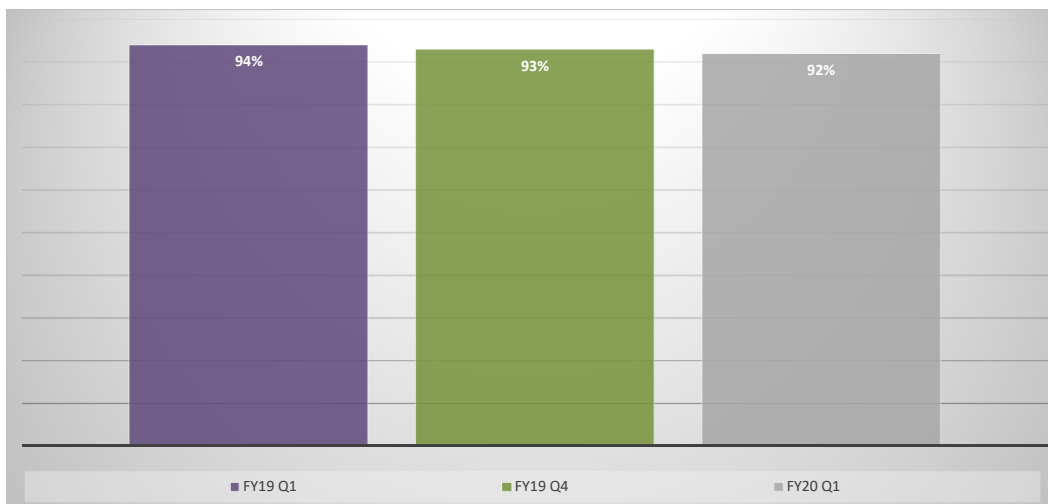
Rail Accidents



9

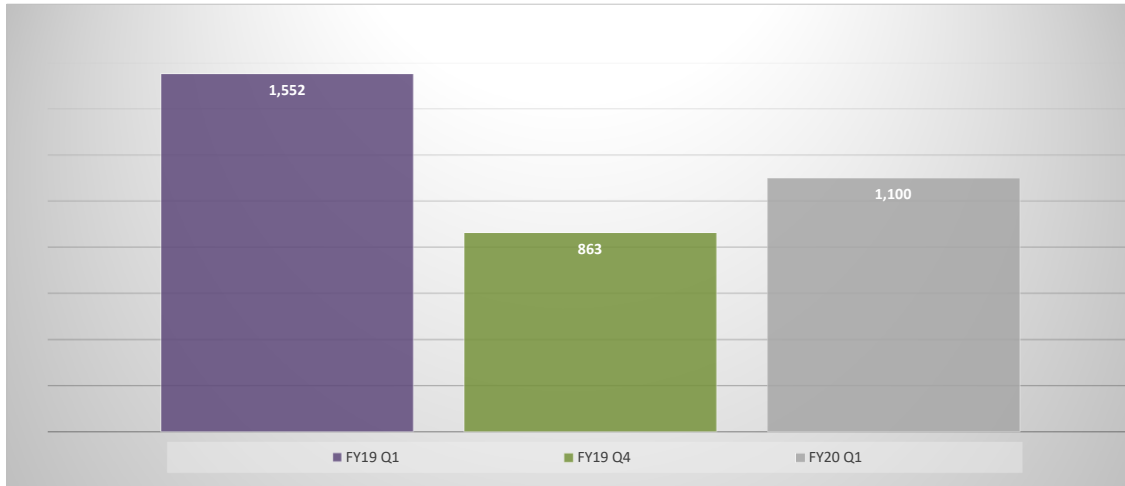
Fare Compliance

Total Inspections for FY20 Q1= 605,492



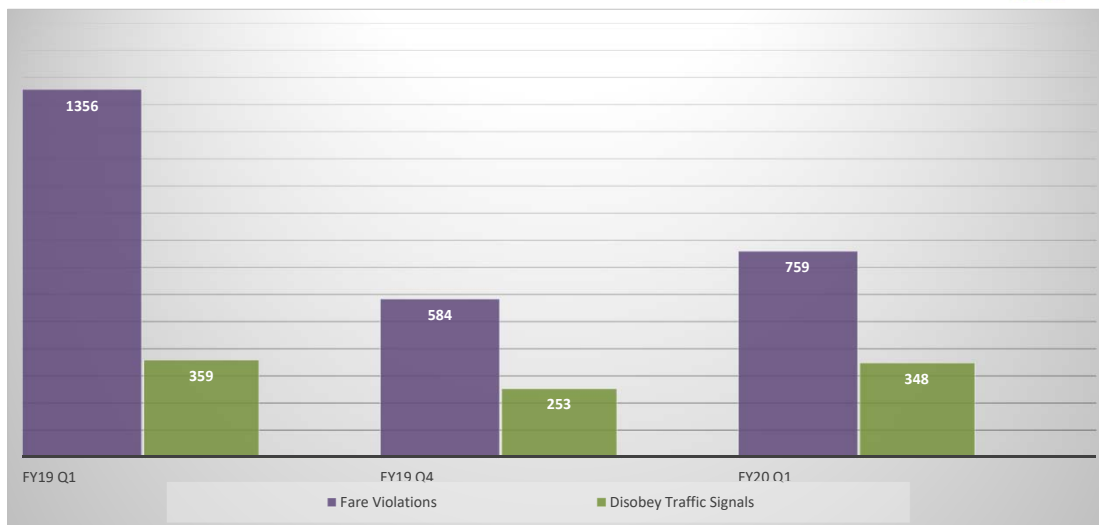
10

Citations Issued by Allied Universal



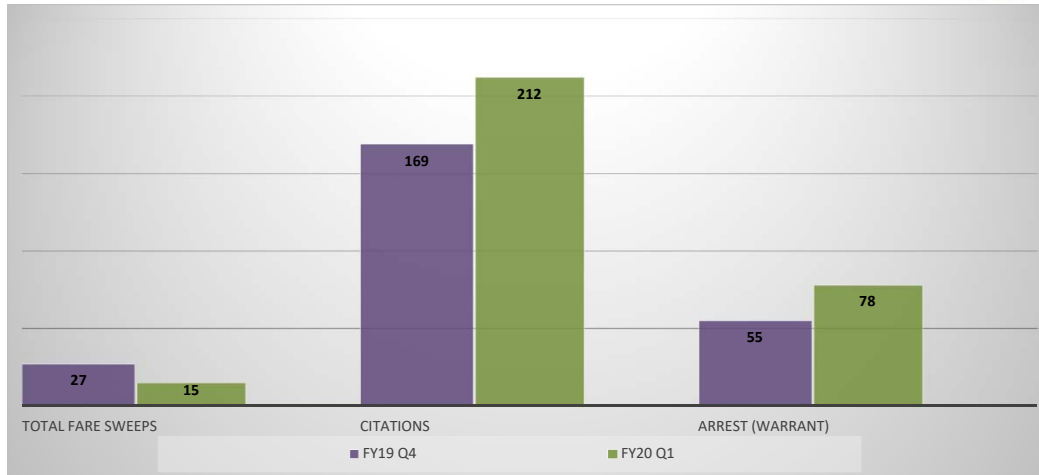
11

Top Violations



12

Fare Sweeps Total Activity



The purpose of a fare sweep is to ensure fare compliance and revenue recovery.
Fare Sweeps are conducted with the support of sworn officers.

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Incident Table



	City Jurisdiction		
	Phoenix	Tempe	Mesa
Crimes Against Persons	19	1	5
Property Crime	2	0	0
Code of Conduct	427	42	22
Grand Total	448	43	27

City	Platform Activity					
	Phoenix		Tempe		Mesa	
Total Platforms Per City	27		10		7	
Crimes Against Persons	19DL	5	PRWA	1	ASMN	2
	NO19	2			SYMN	1
	MO19	2			CCMN	1
	19CB	2			CEMN	1
	CMCN	1				
Property Crimes	7CB	1				
	MDCN	1				
Code of Conduct	19DL	176	PRWA	12	SYMN	8
	19CB	50	ML3	8	STMN	5
	7CB	46	VWCL	7	GIMN	4
	MO19	28	MCAP	6	ASMN	2
	24WA	21	DOAP	3	MEMN	2

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Valley Metro RPTA Operating Results – Q1



RPTA Budget vs. Actual Report (Preliminary)

For the quarter ending September 30, 2019

\$ Millions

	1st Quarter			Year to Date		
	Budget	Actual	Variance (Unfav.)	Budget	Actual	Variance (Unfav.)
Operations Expenditures						
Fixed Route Bus	25.1	24.4	0.7	25.1	24.4	0.7
Paratransit	10.2	9.7	0.5	10.2	9.7	0.5
Vanpool	0.2	0.2	0.0	0.2	0.2	0.0
Regional Services	3.5	2.4	1.1	3.5	2.4	1.1
Planning	0.6	0.4	0.2	0.6	0.4	0.2
Administration	0.9	0.6	0.3	0.9	0.6	0.3
METRO Rail (Salary, Fringe, OH)	6.8	5.3	1.5	6.8	5.3	1.5
Total Operations Expenditures	47.3	43.0	4.3	47.3	43.0	4.3

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Valley Metro RPTA Capital Results – Q1



RPTA Budget vs. Actual Report (Preliminary)

For the quarter ending September 30, 2019

\$ Millions

	1st Quarter			Year to Date		
	Budget	Actual	Variance (Unfav.)	Budget	Actual	Variance (Unfav.)
Capital Expenditures						
Bus Purchases						
Valley Metro	8.9	4.4	4.5	8.9	4.4	4.5
Lead Agency	0.9	0.0	0.9	0.9	0.0	0.9
Paratransit Vehicles						
Lead Agency	0.1	0.0	0.1	0.1	0.0	0.1
Vanpool Vehicles	0.8	0.0	0.8	0.8	0.0	0.8
Other Capital	2.1	1.0	1.1	2.1	1.0	1.1
METRO Rail	22.1	0.3	21.8	22.1	0.3	21.8
Total Capital Expenditures	34.9	5.7	29.2	34.9	5.7	29.2

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Valley Metro Rail Operating Results – Q1



VMR Budget vs. Actual Report (Preliminary)

For the quarter ending September 30, 2019

\$ Millions

	1st Quarter			Year to Date		
	Budget	Actual	Variance (Unfav.)	Budget	Actual	Variance (Unfav.)
Operations Expenditures						
Rail Operations/Security	13.8	11.7	2.1	13.8	11.7	2.1
Future Project Development	3.3	1.0	2.3	3.3	1.0	2.3
Agency Operating	0.5	0.3	0.2	0.5	0.3	0.2
Total Operating Activities	17.6	13.0	4.6	17.6	13.0	4.6

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Average Rail Fare FY19 History / FY20 1st Quarter Average Fare – 12 Months Rolling by Quarter



Q1		Q1	
Fare Revenue Budget	\$2,913,122	Fare Recovery Budget	21.2%
Fare Revenue Collected	\$2,724,460	Fare Recovery Actual	23.3%
Variance	(\$188,662)		

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Valley Metro Rail Capital Results – Q1



VMR Budget vs. Actual Report (Preliminary)

For the quarter ending September 30, 2019

\$ Millions

	1st Quarter			Year to Date		
Capital Expenditures	Budget	Actual	Variance (Unfav.)	Budget	Actual	Variance (Unfav.)
Rail Projects						
Tempe Streetcar	6.8	6.3	0.5	6.8	6.3	0.5
Gilbert Rd	1.6	0.5	1.1	1.6	0.5	1.1
50th St LRT Station	0.9	0.7	0.2	0.9	0.7	0.2
South Central	14.0	4.3	9.7	14.0	4.3	9.7
Northwest Phase II	7.9	1.0	6.9	7.9	1.0	6.9
OMC Expansion	6.7	1.7	5.0	6.7	1.7	5.0
System-wide Improvements	2.4	2.7	(0.3)	2.4	2.7	(0.3)
State of Good Repair	3.4	0.0	3.4	3.4	0.0	3.4
Total Capital	43.7	17.2	26.5	43.7	17.2	26.5

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Transit Planning Projects



Project/Study Name	Completion Date	Status
Transit Stop Inventory Reconciliation with Bus Stop Database	Winter 2019	- Verifying bus stop amenities and locations for newly added bus stop for use in on-line maps - Preparing bus stop photos for on-line publishing
Transit Standards and Performance Measures – Phase IV	Fall 2019	- Board approved final report - Project is complete
Tempe Downtown Transit Study	Summer 2019	Report finalized and accepted by Tempe
Fountain Hills Local Transit Study	Fall 2019	Updating existing conditions analysis
Northwest Valley Sun Cities Transit Study	February 2020	- Reviewed draft existing conditions memorandum - Developed potential service concepts

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Transit Planning Projects



Project/Study Name	Completion Date	Status
Queen Creek Transportation Needs Survey	January 2020	- Scoped the survey effort - Executed an IGA between Town of Queen Creek and Valley Metro - Contracted with WestGroup to conduct Survey
Glendale Local Transit Study	Spring 2020	- Scope of Work accepted - Project presented to Glendale Citizens Transportation Advisory Committee - Existing Conditions analysis underway
2019 Origin and Destination Study	November 2019	- Received final data set with over 23,000 completed surveys - Developed Final Report documenting methodology and key takeaways - Analyzing data to develop key takeaways presentation
Ridership Growth Analysis	June 2020	- Developed Final Report documenting analysis process, draft recommendations and next steps - Refining recommendations and list of items to implement in FY 2021

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Corridor and Facilities Planning



Project	Project Complete	Current Phase	Phase Complete	Status
Northwest LRT Extension Phase II	2024	Project Development	Fall 2019	- Completed 60% design plans - Submitted request to FTA for Entry into Engineering in July; Entry anticipated in December 2019
Capitol/I-10 West LRT Extension	2024 (Phase I)	Alternatives Analysis	Summer 2020	- Continued refinement of concepts and evaluation of Phase 1 options - Examining opportunities to accelerate Phase 2 - Stakeholder meetings to provide updates and solicit input on upcoming public outreach process
Paratransit O&M Facility Study	Winter 2019	Peer research	Winter 2019	Began peer city analysis regarding project delivery methods and governance/structure of paratransit service and O&M

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Corridor and Facilities Planning



Project	Project Complete	Current Phase	Phase Complete	Status
North Glendale Park-and-Ride Study	Spring 2020	Preliminary Engineering	January 2020	- Completed market appraisal and conceptual cost estimate to inform lease rates for shared parking usage at preferred site. - Discussions between City of Glendale and the property owner (Dream City Church) to continue
I-10/I-17 Direct Access Bus Ramp	TBD	Planning	Fall 2019	- On hold while public outreach occurs for Capitol/I-10 project. - Completed a draft 15% design concept and Project Assessment for a potential early action bus ramp to support the Capitol/I-10 West Extension Project
Fiesta District Alternatives Analysis	Spring 2020	Tier 2 Analysis	Fall 2019	- Developed conceptual capital costs for each Tier 2 alternative - Completing draft report summarizing Tier 2 analysis quantitative results

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Corridor and Facilities Planning



Project	Project Complete	Current Phase	Phase Complete	Status
Arizona Avenue Alternative Analysis	Spring 2020	Alternatives Development	Winter 2019	- Coordinated with Chandler staff and their consultant on the ongoing Chandler Transportation Master Plan (TMP) 2019 Update - Completed the Purpose & Need document - Began preparations for a fall public meeting to present initial alternatives to be analyzed
Tempe/Mesa Streetcar Feasibility Study	Spring 2020	Tier 2 Analysis	Fall 2019	- Refined streetcar conceptual designs for corridors advanced to the Tier 2 evaluation - Developed preliminary results for the quantitative Tier 2 evaluation
Northeast Feasibility Study	July 2019	Feasibility Study	July 2019	Completed and delivered final technical memo with feasibility results of bus priority transit in northeast corridors

24

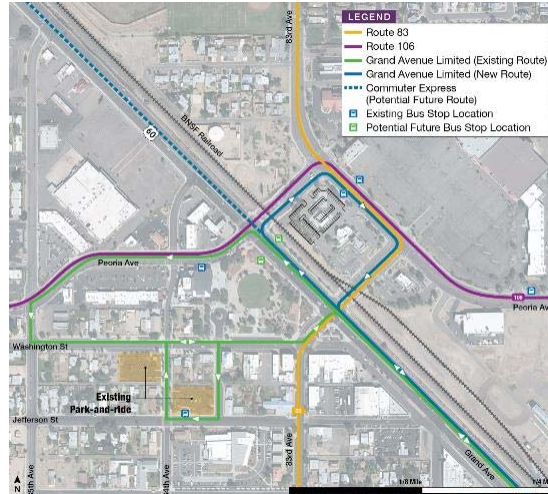
Peoria Park-and-Ride



Project Complete	Current Phase	Phase Complete
September 2019	Complete	September 2019

Status

- Ribbon cutting held September 18.
- Park-and-ride service began September 23.



25

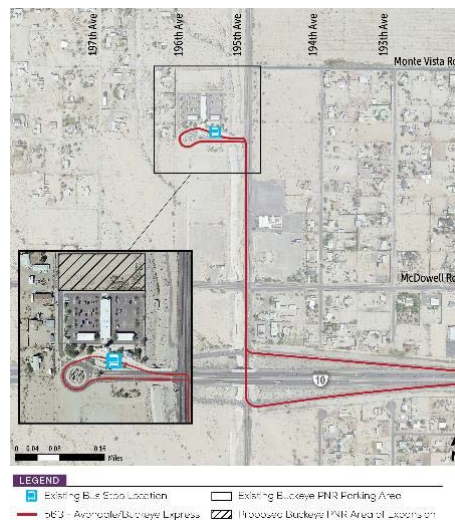
Buckeye Park-and-Ride Expansion



Project Complete	Current Phase	Phase Complete
TBD	Design	June 2020

Status

- Working on IGA between VM and City of Buckeye
- Design consultant putting together the proposal for design services



26

LRT Station Painting – Phase 1



Project Complete	Current Phase	Phase Complete
July 2023	Construction	July 2020

Status

- Five stations are complete. Nine more are planned for painting in FY20.

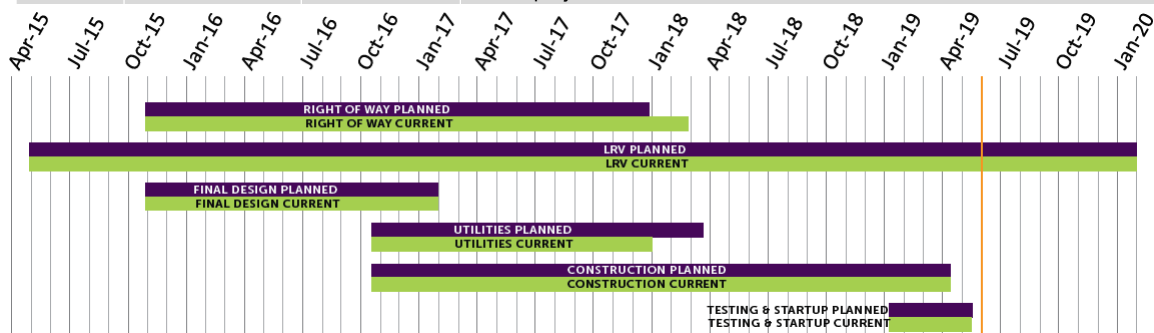


27

Gilbert Road Extension



Project Complete	Current Phase	Phase Complete	Status
2019	Construction (100% complete)	May 2019	- Revenue Service began May 18, 2019 - Punch list work continues - Finalizing remaining change orders - Final project close out



Data as of June 2019. For more details, visit valleymetro.org

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Gilbert Road Extension Expenditures to Date



Description	Expended (\$M)	Budget (\$M)
Contracted Services	\$ 127.8	\$ 137.2
Light Rail Vehicles	\$ 7.3	\$ 16.0
Right of Way	\$ 10.3	\$ 12.0
Professional Services	\$ 17.8	\$ 20.8
Total	\$ 163.2	\$ 186.0

Contingency Utilization

Description	Dollars (\$M)
Total Contingency	\$ 10.7
Executed Change Orders & Budget Transfers	\$ (7.2)
Total Project Contingency Remaining	\$ 3.5

Data as of September 2019.

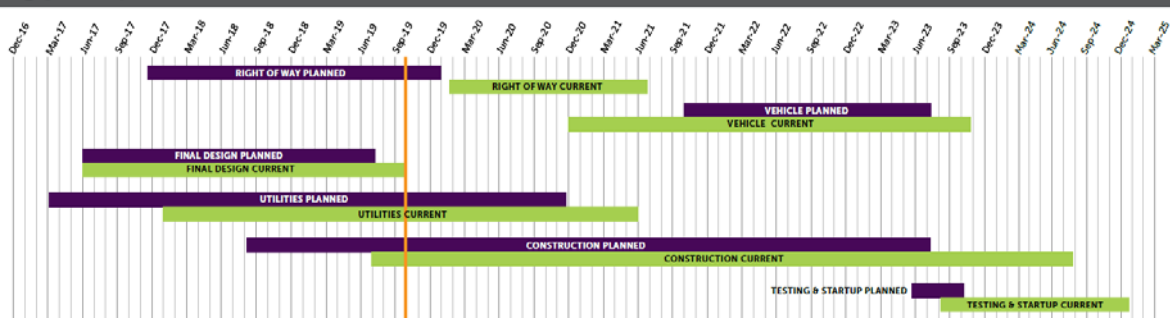
29

South Central Extension



Project Complete	Current Phase	Phase Complete	Status
2024	Pre-Construction (Downtown Hub) Construction (Triple 7's)	March 2020 February 2021	- Construction on the Triple 7's continues - Approved Guaranteed Maximum Price Downtown Utility Relocations 100% Civil and Systems Design received 9-30-19

SCHEDULE



Data as of September 2019. For more details, visit valleymetro.org

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South Central Extension Expenditures to Date

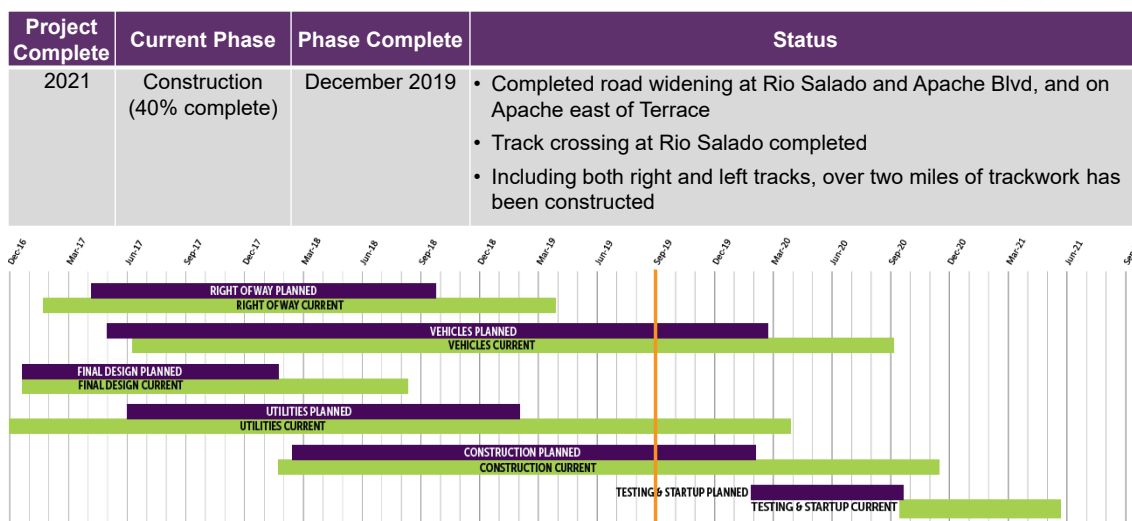


Description	Expended (\$M)	Board Authority (\$M)
Construction Manager at Risk	\$ 6.7	\$ 124.5
Civil Engineering	\$ 34.4	\$ 51.6
Systems Engineering	\$ 7.6	\$ 10.7
Art Contracts	\$ 0.4	\$ 4.0
Third Party Utilities	\$ 0.3	\$ 52.5
Right of Way	\$ 0.0	\$ 67.3 (preliminary budget)
Valley Metro and City Related	\$ 13.1	\$ 109.5 (preliminary budget)
Total	\$ 62.5	\$ 420.1

Data as of September 2019.

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Tempe Streetcar



Data as of September 2019

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Tempe Streetcar Expenditures to Date



Description	Expended (\$M)	Budget (\$M)
Contracted Services	\$ 49.4	\$ 121.3
Light Rail Vehicles	\$ 9.3	\$ 36.4
Right of Way	\$.5	\$ 1.9
Professional Services	\$ 22.7	\$ 32.7
Total	\$ 82.0	\$ 192.3

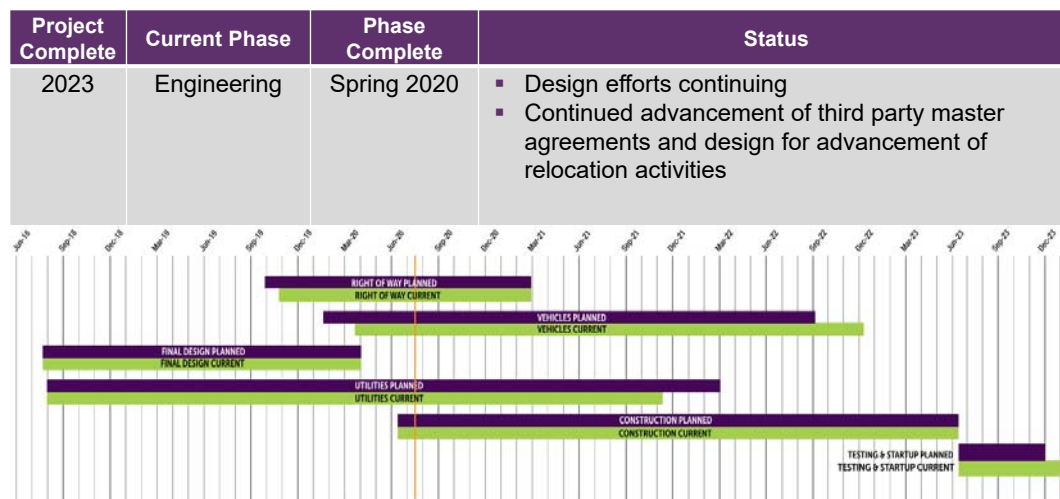
Contingency Utilization

Description	Dollars (\$M)
Total Contingency	\$ 37.5
Executed Change Orders & Budget Transfers	\$ (24.4)
Total Project Contingency Remaining	\$ 13.1

Data as of September 2019.

33

Northwest Extension Phase II



Data as of September 2019. For more details, visit valleymetro.org

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Northwest Extension Phase II Expenditures to Date



Description	Expended (\$M)	Board Authority (\$M)
Construction Manager at Risk	\$ 1.0	\$ 3.4
Civil Engineering	\$ 7.7	\$ 16.3
Systems Engineering	\$ 1.3	\$ 5.0
Art Contracts	\$ 0.0	\$ 1.4
Third Party Utilities	\$ 0.0	\$ 1.2
Right of Way	\$ 0.0	\$ 30.2 (preliminary budget)
Valley Metro and City Related	\$ 1.1	\$ 39.8 (preliminary budget)
Total	\$ 11.1	\$ 97.3

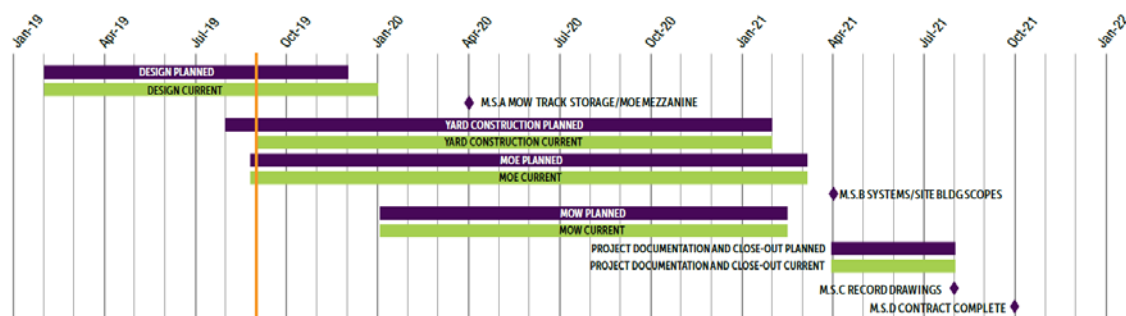
Data as of September 2019

35

Operations & Maintenance Center Expansion



Project Complete	Current Phase	Phase Complete	Status
2021	Design/ Construction	Fall 2019/ Spring 2021	- Finalizing design of the five work packages - Trailer delivery, assembly, and temporary, water, storm, and electric rough-in - Utility trenching (work within street pending traffic plan)

Data as of September 2019. For more details, visit valleymetro.org

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OMC Expansion Expenditures to Date



Description	Expended (\$M)	Budget (\$M)
Contracted Services	\$ 14.0	\$ 82.5
Professional Services	\$ 0.6	\$ 12.4
Total	\$ 62.5	\$ 94.9

Contingency Utilization

Description	Dollars (\$M)
Total Contingency	\$ 9.6
Executed Change Orders & Budget Transfers	\$ (0)
Total Project Contingency Remaining	\$ 9.6

Data as of September 2019.

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Community Relations Update



- Public meetings:
 - South Central Extension/Downtown Hub – 90% design
 - Held 5 meetings, including a Spanish-only public meeting
 - Northwest Extension Phase II – 60% design
- Tempe Streetcar business assistance support
 - Hard Hat Thursdays
 - Friends of Transit lunches
 - Phoenix Rising t-shirt sponsorship
- Workforce development program:
 - Kiewit Job Fair
 - PGH Wong Engineers of the Future Summer Mini-Camp
 - AECOM/Jacobs Summer High School Internship Graduation



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Community Relations Update



- Tempe Streetcar's Community Advisory Board began meeting in February 2019
- The Tempe Streetcar contractor, Stacy & Witbeck, received:
 - Q2: 100% rating
 - Q3: 100% rating

2019	MAY	JUN	JUL	2nd Quarter Rating
Contractor Response	90%	100%	90%	100%
Traffic Management	100%	100%	90%	
Property Restoration	100%	100%	90%	
Monthly Rating	100%	100%	90%	

	AUG	SEP	OCT	3rd Quarter Rating
Contractor Response	100%	100%	100%	100%
Traffic Management	100%	100%	100%	
Property Restoration	100%	100%	100%	
Monthly Rating	100%	100%	100%	

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Communications Update



- Organized our involvement in Summer of a Million Meals with United Food Bank & 12 News
 - Held a Stuff-a-Bus donation event delivering 3,700+ meals to local families
- Responded to considerable media inquiries & requests associated with Phoenix Prop 105
- Celebrated project milestones:
 - Tempe Streetcar construction & grant agreement
 - South Central/Downtown Hub funding allocation
- Executed PR efforts supporting:
 - Launch of Customer Experience Coordinators
 - AECOM summer internship graduation
 - Northwest Extension II Engineers of the Future
 - AlertVM, now up to 5,000 downloads
 - South Central/Downtown Hub construction prep
 - Rideshare Month



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Community Relations Update



- Provided outreach & event support for the opening of the Peoria Park-and-Ride
- Supported public meetings & information for paratransit/RideChoice service changes
- Coordinated logistics with the Jehovah's Witness conference, resulting in 40k visitors in downtown Phoenix
- Placed the *Ten Years of Valley Metro Rail: A Quality of Life Impact* exhibit at the Burton Barr Library
- Organized outreach efforts supporting:
 - ASU fall welcome (7 events)
 - Service changes
 - Elementary & high school students
 - Ability360; disability groups
 - Tempe Streetcar youth construction safety



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Marketing Update

- On October 30, Valley Metro hosted the 32nd Annual Clean Air Campaign Awards Luncheon, and Marketing assisted by producing all the promotional and day of materials for the event.
- Produced a number of materials to support the outreach and communication efforts for the October 28th service changes.
- Valley Metro is introducing the light rail as Valley Metro ArtsLine. ArtsLine showcases artists, station art and connects to arts & culture destinations along the light rail corridor.
- Assisting the Tempe Streetcar outreach team with developing safety videos around the streetcar. These videos include: pedestrian, bicyclist, scooter and motorist safety, and will be used online to communicate important tips.



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Information Summary

DATE

November 27, 2019

AGENDA ITEM 10**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
602-262-7433
phodgins@valleymetro.org

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

Document Number	Name	Transaction Description	Effective Date	Transaction Amount
20191011W004	First Transit, Inc.	Aug 2019 Fixed Route Bus Service	10/11/2019	5,869,641.34
20191011W003	City of Phoenix	Sept 2019 Fixed Route Bus Service	10/11/2019	2,417,101.54
20191003W006	Transdev Services, Inc	July 2019 Regional Paratransit Services	10/3/2019	1,800,015.62
20191011W	ADP, LLC	PPE 10-6-19 Wages Payable - Reverse Wire	10/11/2019	592,355.90
20190927W	ADP, LLC	PPE 9-22-19 Wages Payable - Reverse Wire	9/27/2019	582,057.33
20191003W002	New Flyer of America, Inc.	6823 SR-2372 XN40 New Flyer Coach 80% Payment	10/3/2019	430,889.59
20191003W002	New Flyer of America, Inc.	6829 SR-2372 XN40 New Flyer Coach 80% Payment	10/3/2019	430,889.59
20191003W002	New Flyer of America, Inc.	6831 SR-2372 XN40-New Flyer Coach 80% Payment	10/3/2019	430,889.59
20191003W002	New Flyer of America, Inc.	6835 SR-2372 XN40 New Flyer Coach 80% Payment	10/3/2019	430,889.59
20191011W005	New Flyer of America, Inc.	6830 SR-2372 XN40 New Flyer Coach 80% Payment	10/11/2019	430,889.59
20191011W005	New Flyer of America, Inc.	6838 SR-2372 XN40 New Flyer Coach 80% Payment	10/11/2019	430,889.59
20191011W	ADP, LLC	PPE 10-6-19 Federal, State, SS/Med EE/ER Tax - ACH	10/11/2019	237,191.93
20190927W	ADP, LLC	PPE 9-22-19 Federal, State, SS/Med EE/ER Tax - ACH	9/27/2019	229,950.75
40734	American Logistics Company, LLC	Aug 2019 RideChoice Management Services	10/15/2019	193,620.51
40644	American Logistics Company, LLC	July 2019 RideChaiice Management Services	9/25/2019	180,023.69
40720	OH Partners	Sept 2019 Commute Solutions Media Buy	10/9/2019	132,225.00
20191011W001	ASRS	PPE 10-6-19 ASRS Contributions Employee	10/11/2019	109,308.34
20191011W001	ASRS	PPE 10-6-19 ASRS Contributions Employer	10/11/2019	109,308.34
20190927W001	ASRS	PPE 9-22-19 ASRS Contributions Employee	9/27/2019	108,679.11
20190927W001	ASRS	PPE 9-22-19 ASRS Contributions Employer	9/27/2019	108,679.11
40753	OH Partners	8/1/19-12/1/19 ASU Athletics Media Buys	10/15/2019	69,300.00
40700	Trapeze Software Group	Trapeze ATIS AGENT	10/2/2019	68,138.62
20191003W003	Second Generation, Inc. dba Ajo Transportation	Aug 2019 Rural Connector Route	10/3/2019	60,212.61
10152019	Wells Fargo	September 2019 Wells Fargo Credit Card Purchases	10/15/2019	58,772.30
40681	DLT Solutions, LLC	June 2019 Human Resources Information System	10/2/2019	57,989.83
40741	DLT Solutions, LLC	Aug 2019 Human Resources Information System	10/15/2019	56,640.03
20190926W001	CopperPoint Mutual Insurance Company c/o Knight Management	Oct 2019 Mobility Center Rent	9/26/2019	51,054.60
40739	Dell Marketing L.P.	7/1/19-9/6/19 Computer Hardware Purchases	10/15/2019	47,988.11
R20190930W003	City of Mesa	September 2019 Utilities	9/30/2019	46,506.01
40724	Remix Software Inc.	9/1/19-8/31/20 Year 3 Transit Planning Software	10/9/2019	45,800.00
40743	Enterprise Rideshare	Aug 2019 Vanpool Services	10/15/2019	43,402.39
40712	Enterprise Rideshare	July 2019 Vanpool Services	10/9/2019	43,264.85
40693	Mosaic451, LLC	Aug 2019 Managed Security Services	10/2/2019	34,600.00
20191011W004	First Transit, Inc.	7004 - Mid Life Overhaul	10/11/2019	26,352.06
			Total	15,965,517.46

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

Document Number	Name	Transaction Description	Effective Date	Transaction Amount
20191003W	AECOM Technical Services, Inc.	July 2019 South Central LRT Extension	10/3/2019	3,322,576.18
20191003W005	Hensel Phelps Construction Co	Aug. 2019 OMC Expansion	10/3/2019	2,095,288.00
20191010W	AECOM Technical Services, Inc.	Aug. 2019 South Central LRT Extension	10/10/2019	1,156,968.95
20191017W001	Siemens Mobility, Inc.	Carshell Complete 07 Multi-Year Light Rail Vehicle Acquisition Program	10/17/2019	1,075,241.94
20191017W001	Siemens Mobility, Inc.	Carshell Complete 09 Multi-Year Light Rail Vehicle Acquisition Program	10/17/2019	1,075,241.94
20191017W001	Siemens Mobility, Inc.	Carshell Complete 10 Multi-Year Light Rail Vehicle Acquisition Program	10/17/2019	1,075,241.94
20191003W002	Alternate Concepts Inc.	August 2019 Transportation Services	10/3/2019	907,204.79
20191003W001	Allied Universal Security Services	August 2019 Fare Inspection and Security Services	10/3/2019	648,508.29
20191017W	Hill International, Inc.	Aug. 2019 FY 2019 Program Mngt	10/17/2019	619,768.16
20190926W003	Jacobs Engineering	July 2019 Northwest Extension II	9/26/2019	616,879.60
20191010W001	Brookville Equipment Corp	Milestone B & C Partial Tempe Streetcar Acquisition Program	10/10/2019	608,610.38
20190926W002	Hill International, Inc.	July 2019 Program Management	9/26/2019	418,129.68
034130	PGH Wong Engineering, Inc.	July 2019 South Central Ext. Systems Design	10/2/2019	359,540.13
034146	Arizona Public Service Company	WA427069 - UG 12kV-Apache Blvd & Dorsey Ln	10/9/2019	270,000.00
034097	Southwest Gas	Tempe Streetcar Utilities	9/25/2019	241,245.28
034133	SDB Contracting Services	Aug. 2019 Construction Services-JOC	10/2/2019	217,304.31
20191003W004	DMS - Facility Services, Inc.	August 2019 Facilities and LRV Cleaning Services	10/3/2019	215,767.05
V20190930W	APS	September 2019 Utilities	9/30/2019	186,502.64
20190926W	101 North First Ave LLC	Oct. 2019 Rent 9th-14th Floors, CAM 9th-13th Floors, R.E. Taxes	9/26/2019	159,964.71
V20190930W019	SRP	September 2019 Utilities	9/30/2019	131,858.50
034130	PGH Wong Engineering, Inc.	July 2019 Northwest Ext Project Phase 2	10/2/2019	96,560.04
20191003W004	DMS - Facility Services, Inc.	August 2019 Facility Maintenance Services	10/3/2019	66,204.81
034146	Arizona Public Service Company	WA445087-12kV Rio Salado-Hayden Ferry to Marine Heights	10/9/2019	63,582.06
034166	IFE North America	Connecting Cables	10/9/2019	56,753.00
20190926W004	Knorr Brake Corporation (KBC)	LRV Friction Brake Overhaul	9/26/2019	55,691.15
20190926W005	RouteMatch Software, Inc.	July 2019 Routematch	9/26/2019	54,000.00
20191004W	Boreal-Information Strategies 2014 Inc.	Project Management Software for Marketing and Communication	10/4/2019	51,083.00
20191010W002	Dellner Inc.	LRV Coupler Overhauls	10/10/2019	42,996.00
034191	Tempe Police Department	Aug. 2019 P.M. Platform Security	10/9/2019	36,705.38
034135	URW, LLC	August 2019 Facilities Landscaping Services	10/2/2019	33,808.33
V20190930W013	City of Phoenix	September 2019 Utilities	9/30/2019	32,897.28
034100	Zokaite Sculpture LLC	Fabrication 5 Tempe Streetcar	9/25/2019	31,184.00
034124	Mary Lucking	Fabrication 5 District 3-Tempe Streetcar	10/2/2019	30,000.00
034124	Mary Lucking	Fabrication 6 District 3-Tempe Streetcar	10/2/2019	30,000.00
V20190930W003	City of Mesa	September 2019 Utilities	9/30/2019	27,270.48
			Total	16,110,578.00

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

Document Number	Name	Transaction Description	Effective Date	Transaction Amount
20191107W002	First Transit, Inc.	Sept. 2019 Fixed Route Bus Service	11/7/2019	5,559,793.52
20191101W	City of Phoenix	Oct 2019 Fixed Route, DAR, and Service Ops Support	11/1/2019	2,417,101.54
20191101W002	Transdev Services, Inc	Aug 2019 Regional Paratransit Services	11/1/2019	1,852,505.45
20191107W001	City of Phoenix	FY18-19 Fixed Route Bus Service Recon	11/7/2019	836,135.60
20191108W	ADP, LLC	Wages Payable - Reverse Wire PPE 11-3-19	11/8/2019	591,065.58
20191025W	ADP, LLC	PPE 10-20-19 Wages Payable - Reverse Wire	10/25/2019	581,339.81
20191021W002	El Dorado National (California), Inc.	1632 - ElDorado EZ Rider 32 Foot	10/21/2019	526,880.00
20191021W002	El Dorado National (California), Inc.	1634 - ElDorado EZ Rider - 32 Foot	10/21/2019	526,880.00
20191021W002	El Dorado National (California), Inc.	1640 - ElDorado EZ Rider - 32 Foot	10/21/2019	526,880.00
20191021W002	El Dorado National (California), Inc.	1642 - ElDorado EZ Rider - 32 Foot	10/21/2019	526,880.00
20191023W003	El Dorado National (California), Inc.	1633 ElDorado EZ Rider - 32 Foot	10/23/2019	526,880.00
20191023W003	El Dorado National (California), Inc.	1635 ElDorado EZ Rider - 32 Foot	10/23/2019	526,880.00
20191023W003	El Dorado National (California), Inc.	1636 ElDorado EZ Rider - 32 Foot	10/23/2019	526,880.00
20191023W003	El Dorado National (California), Inc.	1637 ElDorado EZ Rider - 32 Foot	10/23/2019	526,880.00
20191023W003	El Dorado National (California), Inc.	1639 Eldorado EZ Rider - 32 Foot	10/23/2019	526,880.00
20191101W001	El Dorado National (California), Inc.	1641 - El Dorado EZ Rider Bus	11/1/2019	526,880.00
20191107W005	Total Transit Enterprises, LLC	Sept. 2019 West Valley Fixed Route Transit Services	11/7/2019	449,197.77
20191114W002	New Flyer of America, Inc.	6833 New Flyer Coach SR-2372 (80% payment)	11/14/2019	430,889.59
20191021W006	New Flyer of America, Inc.	6836 SR-2372 XN40 New Flyer Coach 80% Payment	10/21/2019	430,889.59
20191021W006	New Flyer of America, Inc.	6840 SR-2372 XN40 New Flyer Coach 80% Payment	10/21/2019	430,889.59
20191021W006	New Flyer of America, Inc.	6826 SR-2372 XN40 New Flyer Coach 80% Payment	10/21/2019	430,889.59
20191023W004	New Flyer of America, Inc.	6832 SR-2372 XN40 New Flyer Coach 80% Payment	10/23/2019	430,889.59
20191023W004	New Flyer of America, Inc.	6837 SR-2372 XN40 New Flyer Coach 80% Payment	10/23/2019	430,889.59
20191023W004	New Flyer of America, Inc.	6841 SR-2372 XN40 New Flyer Coach 80% Payment	10/23/2019	430,889.59
20191023W004	New Flyer of America, Inc.	6842 SR-2372 XN40 New Flyer Coach 80% Payment	10/23/2019	430,889.59
20191021W	Cigna Health and Life Insurance Company	Oct 2019 Medical and Vision Premiums	10/21/2019	362,142.21
20191108W	ADP, LLC	PPE 11-3-19 Federal, State, SS/Med EE/ER Tax - ACH	11/8/2019	230,183.36
20191025W	ADP, LLC	PPE 10-20-19 Federal, State, SS/Med EE/ER Tax - ACH	10/25/2019	229,426.89
20191021W008	Total Transit Enterprises, LLC	Aug 2019 Avondale Zoom South	10/21/2019	164,334.98
20191021W003	Medical Transportation Management, Inc.	Aug 2019 Eligibility and Travel Training Services	10/21/2019	134,712.63
20191108W001	ASRS	PPE 11-3-19 ASRS Contributions Employee	11/8/2019	109,463.27
20191108W001	ASRS	PPE 11-3-19 ASRS Contributions Employer	11/8/2019	109,463.27

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

Document Number	Name	Transaction Description	Effective Date	Transaction Amount
20191025W001	ASRS	PPE 10-20-19 ASRS Contributions Employee	10/25/2019	108,627.56
20191025W001	ASRS	PPE 10-20-19 ASRS Contributions Employer	10/25/2019	108,627.56
20191021W008	Total Transit Enterprises, LLC	Aug 2019 Glendale Express Bus Run	10/21/2019	107,783.88
20191023W004	New Flyer of America, Inc.	6832 SR-2372 XN40 New Flyer Coach 20% Payment	10/23/2019	107,722.40
20191021W006	New Flyer of America, Inc.	6823 SR2372 XN40 New Flyer Coach 20% Payment	10/21/2019	107,722.40
20191021W006	New Flyer of America, Inc.	6824 SR-2372 XN40 New Flyer Coach 20% Payment	10/21/2019	107,722.40
20191021W006	New Flyer of America, Inc.	6825 SR-2372 XN40 New Flyer Coach 20% Payment	10/21/2019	107,722.40
20191021W006	New Flyer of America, Inc.	6826 SR-2372 XN40 New Flyer Coach 20% Payment	10/21/2019	107,722.40
20191021W006	New Flyer of America, Inc.	6827 SR-2372 XN40 New Flyer Coach 20% Payment	10/21/2019	107,722.40
20191021W006	New Flyer of America, Inc.	6828 SR-2372 XN40 New Flyer Coach 20% Payment	10/21/2019	107,722.40
20191021W006	New Flyer of America, Inc.	6829 SR-2372 XN40 New flyer Coach 20% Payment	10/21/2019	107,722.40
20191021W006	New Flyer of America, Inc.	6830 SR-2372 XN40 New Flyer Coach 20% Payment	10/21/2019	107,722.40
20191021W006	New Flyer of America, Inc.	6831 SR-2372 XN40 New Flyer Coach 20% Payment	10/21/2019	107,722.40
20191021W006	New Flyer of America, Inc.	6834 SR-2372 XN40 New Flyer Coach 20% Payment	10/21/2019	107,722.40
20191021W006	New Flyer of America, Inc.	6835 SR-2372 XN40 New Flyer Coach 20% Payment	10/21/2019	107,722.40
20191023W004	New Flyer of America, Inc.	6836 SR-2372 XN40 New Flyer Coach 20% Payment	10/23/2019	107,722.40
20191023W004	New Flyer of America, Inc.	6838 SR-2372 XN40 New Flyer Coach 20% Payment	10/23/2019	107,722.40
20191023W004	New Flyer of America, Inc.	6840 SR-2372 XN40 New Flyer Coach 20% Payment	10/23/2019	107,722.40
20191023W004	New Flyer of America, Inc.	6841 SR-2372 XN40 New Flyer Coach 20% Payment	10/23/2019	107,722.40
20191114W002	New Flyer of America, Inc.	6837 New Flyer Coach SR-2372 (20% payment)	11/14/2019	107,722.40
20191114W002	New Flyer of America, Inc.	6842 New Flyer Coach ST-2372 (20% payment)	11/14/2019	107,722.40
20191107W004	Medical Transportation Management, Inc.	Sept. 2019 Eligibility Assessment and Travel Training Services	11/7/2019	94,330.14
20191021W008	Total Transit Enterprises, LLC	Aug 2019 POGO	10/21/2019	91,719.70
40879	Hewlett Packard Enterprise Company	Storage Area Network Expansion	11/20/2019	90,873.86
40821	City of Scottsdale - Remittance Processing	Jan.-June 2019 PTF Reimb. Request - ADA Services Reimbursement	11/7/2019	77,183.17
40874	DLT Solutions, LLC	Sept. 2019 HR Consulting Services	11/20/2019	73,210.50
20191021W008	Total Transit Enterprises, LLC	Aug 2019 Avondale Zoom North	10/21/2019	73,104.34
20191107W001	City of Phoenix	RTP Reimbursement -Cost Incurred Thru 9/30/19	11/7/2019	71,871.41
11152019	Wells Fargo	October 2019 Wells Fargo Credit Card Purchases	11/15/2019	69,722.04
40784	City of Peoria	Peoria PnR Land Acquisition	10/29/2019	58,899.48
20191031W003	Second Generation, Inc. dba Ajo Transportation	Sept 2019 Rural Connector Route	10/31/2019	53,848.68

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

Document Number	Name	Transaction Description	Effective Date	Transaction Amount
20191031W	CopperPoint Mutual Insurance Company c/o Knight Management	Nov 2019 Mobility Center Rent	10/31/2019	51,054.60
R20191031W003	City of Mesa	Oct. 2019 RPTA Surepay Expenses	10/31/2019	50,480.16
40783	CHK America, Inc	Sept 2019 Map Design for RAPID Kiosks	10/29/2019	46,500.00
40758	CDW Government LLC	F5 Load Balancer	10/23/2019	45,571.82
40875	Enterprise Rideshare	September 2019 Vanpool Services	11/20/2019	44,975.56
40800	Mosaic451, LLC	Sept 2019 Managed Security Services	10/29/2019	34,600.00
40762	Creative Bus Sales Inc.	49333 2019 Ford Transit Van White	10/23/2019	34,591.63
40762	Creative Bus Sales Inc.	49334 2019 Ford Transit Van White	10/23/2019	34,591.63
40762	Creative Bus Sales Inc.	49335 2019 Ford Transit Van White	10/23/2019	34,591.63
40762	Creative Bus Sales Inc.	49336 2019 Ford Transit Van White	10/23/2019	34,591.63
40762	Creative Bus Sales Inc.	49337 2019 Ford Transit Van White	10/23/2019	34,591.63
40762	Creative Bus Sales Inc.	49338 2019 Ford Transit Van White	10/23/2019	34,591.63
40762	Creative Bus Sales Inc.	49339 2019 Ford Transit Van White	10/23/2019	34,591.63
40762	Creative Bus Sales Inc.	49340 2019 Ford Transit Van White	10/23/2019	34,591.63
40762	Creative Bus Sales Inc.	49341 2019 Ford Transit Van White	10/23/2019	34,591.63
40762	Creative Bus Sales Inc.	49342 2019 Ford Transit Van White	10/23/2019	34,591.63
40762	Creative Bus Sales Inc.	49343 2019 Ford Transit Van White	10/23/2019	34,591.63
40762	Creative Bus Sales Inc.	49344 2019 Ford Transit Van White	10/23/2019	34,591.63
40762	Creative Bus Sales Inc.	49345 2019 Ford Transit Van White	10/23/2019	34,591.63
40762	Creative Bus Sales Inc.	49346 2019 Ford Transit Van White	10/23/2019	34,591.63
40762	Creative Bus Sales Inc.	49347 2019 Ford Transit Van White	10/23/2019	34,591.63
40762	Creative Bus Sales Inc.	49348 2019 Ford Transit Van White	10/23/2019	34,591.63
40762	Creative Bus Sales Inc.	49349 2019 Ford Transit Van White	10/23/2019	34,591.63
40762	Creative Bus Sales Inc.	49350 2019 Ford Transit Van White	10/23/2019	34,591.63
40762	Creative Bus Sales Inc.	49351 2019 Ford Transit Van White	10/23/2019	34,591.63
40762	Creative Bus Sales Inc.	49352 2019 Ford Transit Van White	10/23/2019	34,591.63
40762	Creative Bus Sales Inc.	49353 2019 Ford Transit Van White	10/23/2019	34,591.63
40762	Creative Bus Sales Inc.	49354 2019 Ford Transit Van White	10/23/2019	34,591.63
40762	Creative Bus Sales Inc.	49355 2019 Ford Transit Van White	10/23/2019	34,591.63
20191031W004	Senergy Petroleum, LLC	Mesa Diesel Fuel	10/31/2019	34,482.73
20191031W006	Senergy Petroleum, LLC	Mesa Diesel Fuel	10/31/2019	34,482.73

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

Document Number	Name	Transaction Description	Effective Date	Transaction Amount
20191031W006	Senergy Petroleum, LLC	West Valley Express Diesel Fuel	10/31/2019	29,481.68
20191031W004	Senergy Petroleum, LLC	West Valley Express Diesel Fuel	10/31/2019	29,481.68
40877	Guidesoft Inc.	Temp Help - It Services Consultant Desktop Support - Weeks Ending 10/6 and 10/13/19	11/20/2019	27,881.43
20191107W002	First Transit, Inc.	8076 Engine Mid Life Overhaul	11/7/2019	27,064.30
40877	Guidesoft Inc.	Temp Help - R. Mullender It Services Consultant 7/1-10/13/19	11/20/2019	26,080.00
40850	City of Phoenix	Sept. 2019 Platinum Pass Program	11/14/2019	25,468.25
			Total	26,664,800.55

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

Document Number	Name	Transaction Description	Effective Date	Transaction Amount
20191031W005	Stacy and Witbeck, Inc.	Aug. 2019 Tempe Streetcar Project	10/31/2019	3,978,836.75
20191023W005	Siemens Mobility, Inc.	Milestone C2-Major Subassemblies Multi-Year Light Rail Vehicle Acquisition Program	10/23/2019	2,420,671.83
20191031W003	Hensel Phelps Construction Co	Sept. 2019 OMC Expansion	10/31/2019	2,102,499.00
20191107W001	Brookville Equipment Corp	Milestone B & C partial TSC Acquisition Program	11/7/2019	1,777,796.56
20191031W001	City of Mesa	Aug. 2019 Gilbert Road Extension	10/31/2019	938,742.25
20191031W004	Jacobs Engineering	Aug. 2019 Northwest Ext. II	10/31/2019	924,930.27
20191114W	Alternate Concepts Inc.	Sept 2019 Transportation Services	11/14/2019	892,173.49
20191114W002	Jacobs Engineering	Sept 2019 NW Extension Pase 2	11/14/2019	693,971.36
20191107W	Allied Universal Security Services	Sept 2019 Fare Inspection and Security Services	11/7/2019	625,038.38
034261	PGH Wong Engineering, Inc.	August 2019 South Central Ext. Systems Design	10/23/2019	556,410.17
20191031W002	HDR Engineering, Inc.	July 2019 Planning & Comm. Relations Support	10/31/2019	486,813.10
20191114W001	ARCADIS	July thru Sept 2019 Consulting Support Services	11/14/2019	484,916.06
034370	PGH Wong Engineering, Inc.	Sept 2019 S Central Extension Systems Design	11/13/2019	432,837.81
20191114W003	Kiewit-McCarthy, a Joint Venture (NWE2)	7/1/19-9/30/19 NW Extension Pase 2	11/14/2019	335,278.07
034378	SDB Contracting Services	Sept 2019 Construction Services - JOC	11/13/2019	292,503.00
V20191031W	APS	October 2019 Utilities	10/31/2019	233,558.29
20191107W002	DMS - Facility Services, Inc.	Sept 2019 Facilities and LRV Cleaning Services	11/7/2019	215,767.05
20191107W006	Stacy and Witbeck, Inc.	Sept 2019 Stacy and Witbeck 50th ST Station	11/7/2019	170,774.01
20191031W	101 North First Ave LLC	Nov. 2019 Rent, CAM, Real Estate Taxes for 101 Bldg 9th-14th Floors	10/31/2019	159,964.71
V20191031W021	SRP	October 2019 Utilities	10/31/2019	109,076.24
034403	Siemens Mobility, Inc.	Vehicle Communication and Video System Upgrade Milestone Payment	11/20/2019	99,270.00
20191107W005	Plante & Moran, PLLC	Consultant Services - Enterprise Resource Planning System	11/7/2019	92,031.20
034370	PGH Wong Engineering, Inc.	Sept 2019 NW Extension Phase 2	11/13/2019	91,730.84
034261	PGH Wong Engineering, Inc.	August 2019 Northwest Ext Project Phase 2	10/23/2019	77,525.38
20191107W002	DMS - Facility Services, Inc.	Sept 2019 Facility Maintenance Services	11/7/2019	66,204.81
034264	Sierra Signs & Service Inc.	Install 12 ASU Signs University/Rural & Remove 12 Old Signs	10/23/2019	46,161.90
V20191031W005	City of Mesa	October 2019 Utilities	10/31/2019	45,746.03
20191023W001	Dellner Inc.	LRV Coupler Overhaul	10/23/2019	44,356.00
20191023W001	Dellner Inc.	LRV Couplers Overhaul	10/23/2019	42,996.00
20191107W003	Knorr Brake Corporation (KBC)	LRV Friction Brake Overhaul	11/7/2019	41,867.37
034260	OH Partners	Aug. 2019 South Central Extension	10/23/2019	38,635.09
034250	City of Phoenix	Sept. 2019-Fare Handling Fee	10/23/2019	36,129.00
034364	City of Phoenix	Oct 2019 Fare Handling Fee	11/13/2019	36,129.00
034353	URW, LLC	Sept 2019 Facilities Landskeeping Services	11/6/2019	35,696.02
034408	Tempe Police Department	Sept 2019 PM Platform Security	11/20/2019	31,012.50
20191023W004	Scheidt & Bachmann USA, Inc.	New SBC	10/23/2019	30,103.92
034345	Stantec Consulting Services, Inc.	Aug 2019 Tempe Streetcar Design Service	11/6/2019	27,780.00
V20191031W015	City of Phoenix	October 2019 Utilities	10/31/2019	27,389.23
034370	PGH Wong Engineering, Inc.	Sept 2019 Systemwide Systems Design Services	11/13/2019	25,607.24
Total				18,768,929.93

Valley Metro
Travel Reimbursement Report
For Travel Completion Dates
9/16/19 through 10/15/19

Job Title	Purpose of Travel	Location	Dates Traveled	Total Travel Cost	Airfare	Other Transport	Lodging	Meals	Misc.
Marketing Program Coordinator	SW Transit Conference	St. Louis, MO	9/10/2019-9/13/2019	\$1,131.04	\$357.96	\$106.24	\$493.59	\$173.25	\$0.00
Director, Safety and Security	FTA/RTA/SSOA Conference	Washington, DC	9/22/2019-9/26/2019	\$2,159.68	\$663.60	\$0.00	\$1,154.08	\$342.00	\$0.00
Manager, Transit Safety	FTA/RTA/SSOA Conference	Washington, DC	9/22/2019-9/26/2019	\$2,277.36	\$740.59	\$40.69	\$1,154.08	\$342.00	\$0.00
Senior Transit Planner	RailVolution	Vancouver, BC	9/7/2019-9/11/2019	\$2,040.12	\$475.53	\$22.80	\$1,066.79	\$455.00	\$20.00
Community Outreach Coordinator	RailVolution	Vancouver, BC	9/7/2019-9/11/2019	\$2,021.22	\$475.43	\$24.00	\$1,066.79	\$455.00	\$0.00
Deputy Director, Corridor Development	RailVolution	Vancouver, BC	9/7/2019-9/11/2019	\$2,068.16	\$493.60	\$0.00	\$1,066.79	\$455.00	\$52.77
Director, CSD	RailVolution	Vancouver, BC	9/6/2019-9/15/2019	\$1,908.05	\$439.33	\$39.68	\$1,066.79	\$362.25	\$0.00
Deputy Director, Corridor Development	RailVolution	Vancouver, BC	8/26/2019-8/28/2019	\$1,173.78	\$325.60	\$0.00	\$598.18	\$190.00	\$60.00
Manager, Construction and Utilities	RailVolution	Seattle, WA	8/26/2019-8/29/2019	\$1,369.87	\$206.60	\$0.00	\$897.27	\$266.00	\$0.00

Total This Reporting Period

\$16,149.28

Year-to-Date

\$113,712.09

Report reflects Out of State (AZ) Travel

¹ Internet Cell Phone

² Baggage

Valley Metro
Travel Reimbursement Report
For Travel Completion Dates
10/16/19 through 11/15/19

Job Title	Purpose of Travel	Location	Dates Traveled	Total Travel Cost	Airfare	Other Transport	Lodging	Meals	Misc.
CFO	Tflex Workshop	Tacoma, WA	10/20/19-10/22/19	\$742.58	\$262.60	\$49.50	\$284.48	\$146.00	\$0.00
Director, Internal Audit	SCCE Compliance and Ethics Institute	National Harbor, MD	9/14/19-9/18/19	\$2,237.64	\$354.00	\$168.36	\$1,411.28	\$304.00	\$0.00
CEO	Rail Volution	Vancouver, BC	9/6/19-9/11/19	\$2,751.09	\$469.13	\$8.79	\$1,433.17	\$770.00	\$70.00 ¹

Total This Reporting Period \$5,731.31

Year to Date **\$119,443.40**

Report reflects Out of State (AZ) Travel

¹ *Parking*



RECENTLY COMPLETED SOLICITATIONS
as of 10/07/19

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	NTP issued. Preproduction mtg. scheduled
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 canceled 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	Contract executed 9/27/29 effective 9/30/19.

ACTIVE SOLICITATIONS
as of 10/07/19

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
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
OMC	SS	LRV Gearbox Overhaul	N	N/A	N/A	11/21/2019	5 years	Public notice issued for sole source contract
Joint	RFP	Transit Asset Management	N	6/19/2019	7/11/2019	1/23/2020	5 years	3 firms scheduled for interviews on 10/16/19
Joint	N/A	AGTS Training	N	N/A	N/A	11/21/2019	3 years	Going to Board on 11/21/19 to request to enter into a cooperative contract established by the State of Arizona.
Joint	RFP	Market Research Services	Y	6/28/2019	7/30/2019	11/21/2019	5 years	Going to Board on 11/21/19 for authorization to award the contract.
RPTA	RFP	Tempe Circulator Vehicles	Y	9/6/2019	11/13/2019	2/20/2020	5 Years	Request for Solutions available via ProcureWare on 9/6/19
RPTA	IFB	Van Pool Vans	Y	10/8/2019	11/8/2019	1/23/2020	5 years	Release contingent on COP review.
Joint	RFP	ERP and EAM Solution	N	9/5/2020	10/22/2019	TBD	TBD	Received high volume of clarification questions - Addend to be issued to extend proposal due date
Joint	N/A	Business Analyst	N	N/A	N/A	11/21/2019	3 years	Going to Board on 11/21/19 to request to enter into a cooperative contracts established by the State of Arizona and SAVE Cooperative.
Joint	N/A	Network Attached Storage Equipment	N	N/A	N/A	11/21/2019	1 year	Going to Board on 11/21/19 to request to enter into a cooperative contract established by the State of Arizona.

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 pending from customer; Oct. Adv.
VMR	SS	SCV Managed Inventory Program	N	N/A	N/A	1st Qtr 2020	5 years	Inventory list being developed; NTP when 1st SCV delivered in April 2020
Joint	TBD	Operations Landscaping Services	N	2nd Qtr 2020	TBD	TBD	3 year + 2 options	Pending scope of work from customer
Joint	TBD	Operations Cleaning Services	N	2nd Qtr 2020	TBD	TBD	3 year + 2 options	Pending scope of work from customer
RPTA	TBD	Bus Inspection Services	N	2nd Qtr 2020	TBD	TBD	5 year	Pending scope of work from customer
VMR	SS	LRV Bar Signal Replacement	N	TBD	TBD	TBD	1 time purchase	Sole Source one time purchase
Joint	RFP	Printing Services	N	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
RPTA	RFP	Web-Based Transportation Demand Management (TDM) Solution	N	4th Qtr 2019	4th Qtr 2019	1st Qtr 2020	3 years + 2 option	Drafting solicitation
Joint	RFP	Videography Services	N	4th Qtr 2019	4th Qtr 2019	1st Qtr 2020	2 years, 2 one year extensions	Going to Board on 11/21/19 for approval to issue the solicitation.

IFB - Invitation For Bids
RFP - Request for Proposals
RFQ - Request for Qualifications
SS - Sole Source
TBD - To Be Determined



Information Summary

DATE

November 27, 2019

AGENDA ITEM 11**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

November 27, 2019

Valley Metro RPTA
Thursday, December 5, 2019
Lake Powell Conference Room
101 N. 1st Avenue, 10th Floor
11:15 a.m.

Action Recommended

1. Public Comment (blue 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. Minutes

Minutes from the October 24, 2019 Board meeting are presented for approval.

2. For action

CONSENT AGENDA

3A. Authorization to Issue a Competitive Solicitation for Vehicle Inspection Services

Staff recommends that the Board of Directors authorize the CEO to issue a competitive solicitation for a five-year contract to provide vehicle inspection services at three operations and maintenance facilities and to include new bus factory inspections.

3A. For action

3B. Authorization to Issue a Competitive Solicitation for Transit Service Planning Software

Staff recommends that the Board of Directors authorize the CEO to issue a competitive solicitation for Transit Service Planning software.

3B. For action



3C. Arizona Governmental Training Services (AGTS)
Contract Award

3C. For action

Staff recommends that the Board of Directors authorize the CEO to execute a 3-year contract for onsite course facilitation and development with Arizona Governmental Training Services (AGTS) not to exceed \$141,665 for the period of December 1, 2019 to December 1, 2022.

REGULAR AGENDA

4. Future Agenda Items Request and Report on Current Events

4. For information

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

5. Next Meeting

5. For information

The next Board meeting is scheduled for **Thursday, January 23, 2020 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

November 27, 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

November 27, 2019

AGENDA ITEM 2

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

RPTA Meeting Participants

Mayor Kevin Hartke, City of Chandler **(Chair)**
Councilmember Jon Edwards, City of Peoria **(Treasurer)**
Vice Mayor Pat Dennis, City of Avondale (phone)
Mayor Alexis Hermosillo, City of El Mirage
Councilmember Mike Scharnow, Town of Fountain Hills
Vice Mayor Bill Stipp, City of Goodyear
Mayor Gail Barney, Town of Queen Creek (phone)
Councilmember Susanne Klapp, City of Scottsdale
Vice Mayor Roland F. Winters Jr., City of Surprise
Councilmember Robin Arredondo-Savage, City of Tempe
Mayor Michael LeVault, Town of Youngtown

Members Not Present

Vice Mayor Eric Orsborn, City of Buckeye
Councilmember Brigitte Peterson, Town of Gilbert
Councilmember Lauren Tolmachoff, City of Glendale
Supervisor Steve Gallardo, Maricopa County
Councilmember Francisco Heredia, City of Mesa
Mayor Kate Gallego, City of Phoenix **(Vice Chair)**
Councilmember Linda Laborin, City of Tolleson
Mayor Rui Pereira, Town of Wickenburg

Chair Hartke called the RPTA meeting to order at 12:35 p.m.

1. **Public Comment**

Chair Hartke said for public comment I see Mr. Crowley again.

Mr. Crowley said I would like to point out that if he's putting his arm out on the thing, it's not a sign of fall. It's the changing of the license plates, hence, the colors of them. Now I will acknowledge that if you put it out in the summertime and it burns that's the first sign. But the first sign of fall is the changing license plates in all of your communities.

I like the new bus book. It's nice, but when I first found it I've been riding all of the different buses and none of them have had it on them. They did have one day and then it stopped. And I'm wondering is it that you want all of the patrons that use the bus to



get their books to have them call them in to get them because the way I look at it is you look at them as the hoi polloi and why would you want to take care of the unwashed. So we need to get this done a little bit better.

If Rui is on the line, you know that I've been trying -- because of Item 4 on your agenda -- to get the Wickenburg connector reestablished and the Fountain Hills the vice chair of my committee I was the bus committee was Fountain Hills, and at that time back in '89 the plan was for you to have circulators and connectors.

So we'd like to see you get connected, and, Queen Creek, we've been saying for how long -- and you can check the record, you know, y'all weren't here, but I tried to make sure it was happening -- that rural connectors, at least at the minimum, should be going to you and to Tonopah. You know, it's the metro region that you're supposed to getting this stuff done in and it's coming up short and I wish it wouldn't be.

As I said, with the bus book do you want people to just call the 253-5000 number and say can you send me a book because this isn't the first time that we've done a change and they don't get on the buses. So, I mean, how hard is it.

Now to the new routings that you're going to be doing. At those meetings they're inadequate and inept in the sense that individuals can't input into the system and say these are the routes that we need to have in our communities. There is no way for the community other than yourselves, and you're not bus riders, to say these are where we need to have the thing done.

As I said, Chandler, Gilbert, Mesa where is it that your community is allowed to say, hey, we need buses both north, south and east and west on the other side of Power Road. So I would hope that you in the future when you do have these meetings also make it so that the citizenry can contribute on what is needed in their communities.

Thank you for your time. And it would be nice if you got the books on the buses since it is changing in four days.

2. Minutes

Chair Hartke said the next item on the agenda are the minutes from the September 19, 2019 board meeting. They are presented for approval. Is there a motion and a second?

IT WAS MOVED BY VICE MAYOR STIPP, SECONDED BY COUNCILMEMBER KLAPP AND UNANIMOUSLY CARRIED TO APPROVE THE SEPTEMBER 19, 2019 BOARD MEETING.

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

Chair Hartke said Item No. 3. Manufacture and Delivery of Medium Duty Transit Bus Contract Award. Scott Smith.



Mr. Smith said Mister chair is this is for our Ajo route. It's funded 90 percent with FTA funds, 10 percent with Prop 400. Unless there's questions on this specific purchase, we don't have a presentation. Unless there's questions, we'd be more than happy to answer.

Chair Hartke said thank you. It is for our action. All right. Would someone like to make a motion to approve this contract?

IT WAS MOVED BY COUNCILMEMBER KLAPP, SECONDED BY COUNCILMEMBER SCHARNOW AND UNANIMOUSLY CARRIED TO 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

Chair Hartke said the next item is the Proposed April 2020 Transit Service Changes. Again, Scott Smith.

Mr. Smith said thank you, mayor. As was mentioned by Mr. Crowley, October and April are when we actually implement our service changes. And it seems strange that we're implementing the October changes really currently, but we're already talking about April 2020 changes, proposed services, so our manager of service planning, Joe Gregory, will go over what those proposed changes will be.

Mr. Gregory said thank you, Mr. Smith. Mister chair, members of the board, I'm happy to present to you the April 2020 proposed service changes that we're proposing to take out to public outreach. And then we'll be coming back to you again after the public outreach for approval of the actual service changes to the IGAs and to the contracts.

So we'll get right down to it. You see the all the changes on the map. We'll go through kind of individually through them. We have a couple of schedule changes to Route 542 and the Peoria on the Go circulator, POGO.

And then an alignment change on Route 96 just permanently changing the routing to serve inside Sycamore which is what it is doing now on detour, but we're proposing to change that to a permanent change.

We have Route 7 in Phoenix a small change to eliminate the Jesse Owens Parkway deviation and just stay on 7th Street.

Route 60 that would change the east end of line to kind of eliminate the loop that currently travels on 20th and 24th Street and does just stay on Camelback where it gets to the end of line.

Another change to the end of line of one of the routes is Route 81. This would eliminate the small turnaround that it currently does north of Mustang Transit Center and it would



just turn around within Mustang Transit Center. If anyone's been there it's a big kind of roundabout and we'll be having the buses turn around in there.

Another change is to Route 136 to eliminate the deviation that currently serves Boeing. And then another deviation that currently serves the Red Mountain Community College, this is on Route 184 on Power Road.

And then some routing changes to the SMART circulator in order to serve some of the Mountain View Park and a few of the other community services throughout there.

A small change on the Route 685, the Ajo Gila Bend connector. This would change it from going on 95th Lane to 95th Avenue. Currently there's a lot of trucks and semis that kind of park on 95th Avenue that's become a safety concern, so we're trying to stay off of that street and use 95th Avenue instead which is a lot safer for the customers and for the buses.

So we'll again be going out to public outreach to customers in November. We'll start that November 4 through December 6. And we plan to have a Webinar on November 19 and then a public hearing on November 20 right here at the Valley Metro offices. And then in addition to all of the social media and all of the outreach activities and, you know, actually going out and riding the bus and directly meeting the people where they are.

Does anyone have any questions about these? All right. Very good. Thank you very much.

5. Future Agenda Items Request and Report on Current Events

None.

With no further discussion the meeting adjourned at 12:44 p.m.



Information Summary

DATE

November 27, 2019

AGENDA ITEM 3A**SUBJECT**

Authorization to Issue a Competitive Solicitation for Vehicle Inspection Services

PURPOSE

To request authorization for the Chief Executive Officer (CEO) to issue a competitive solicitation for a five-year contract to provide vehicle inspection services at three operations and maintenance facilities and to include new bus factory inspections.

BACKGROUND | DISCUSSION | CONSIDERATION

Valley Metro contracts its vehicle inspection services for ongoing bus inspections at three operations and maintenance facilities, new bus factory inspections, and Buy America parts and component reviews. These services ensure Valley Metro meets or exceeds all Federal Transit Administration (FTA) purchasing or maintenance oversight guidelines. Valley Metro's current contract for vehicle inspection services expires September 30, 2020.

Valley Metro's current contractor performs the following inspection services:

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

Valley Metro staff is seeking authorization to issue a competitive solicitation to provide vehicle inspection services. It is planned that the competitive solicitation would be released in January 2020 and contract award recommendation would be brought back for Board approval in June 2020.

**COST AND BUDGET**

The estimated five-year cost for vehicle inspection services is \$1,500,000. Funds are accounted for annually in the agency's operating budget.

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

COMMITTEE PROCESS

RTAG: October 15, 2019 for information

TMC: November 6, 2019 approved

Board of Directors: December 5, 2019 for action

RECOMMENDATION

Staff recommends that the Board of Directors authorize the CEO to issue a competitive solicitation for a five-year contract to provide vehicle inspection services at three operations and maintenance facilities and to include new bus factory inspections.

CONTACT

Ray Abraham

Chief Operations Officer

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rabraham@valleymetro.org

ATTACHMENT

None



Information Summary

DATE

November 27, 2019

AGENDA ITEM 3B

SUBJECT

Authorization to Issue a Competitive Solicitation for Transit Service Planning Software

PURPOSE

To request Board authorization for the Chief Executive Officer (CEO) to issue a competitive solicitation for Transit Service Planning software.

BACKGROUND | DISCUSSION | CONSIDERATION

Valley Metro currently utilizes Transit Service Planning software provided by Remix. Remix has provided software to Valley Metro since September 1, 2017 and their contract will expire on August 31, 2020. There are no options to extend the contract. Valley Metro will need to have a new contract in place beginning September 1, 2020.

The software sought through this competitive solicitation will provide service planners with the ability to sketch alternatives for proposed new routes and modification of existing transit routes. This tool helps with quick evaluation of costs, fleet needs and effectiveness for multiple route alternatives. It allows staff to communicate route planning alternatives visually, quickly and simply to elected officials, city staff, stakeholders and the public.

Valley Metro will issue a competitive solicitation for a contract for three years with two one-year options. This will provide both certainty and dependability while still maintaining flexibility to take advantage of unknown future technological innovations. In addition to pricing for Valley Metro use, the RFP will request option pricing for member cities to also use the software.

Valley Metro proposes to seek proposals from software companies through an RFP process. Proposals will be evaluated by a panel of users of the current software and Valley Metro IT staff.

COST AND BUDGET

Through the RFP process Valley Metro will seek the best value in a contract to provide these services. An estimated \$70,000 for this software has been included in the Proposed FY21 Operating Budget. Contract obligations beyond FY21 will be included in the Five-Year Operating Forecast. Funding source is Regional Public Transportation Funds (PTF).



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
- Goal 2: Advance performance based operations

COMMITTEE PROCESS

RTAG: October 15, 2019 for information

TMC: November 6, 2019 approved

Board of Directors: December 5, 2019 for action

RECOMMENDATION

Staff recommends that the Board of Directors authorize the CEO to issue a competitive solicitation for Transit Service Planning software.

CONTACT

Wulf Grote, P.E.

Director, Capital and Service Development

602-322-4420

wgrote@valleymetro.org

ATTACHMENT

None



Information Summary

DATE

November 27, 2019

AGENDA ITEM 3C**SUBJECT**

Arizona Governmental Training Services (AGTS) Contract Award

PURPOSE

To request authorization for the Chief Executive Officer (CEO) to execute a 3-year contract for onsite course facilitation and development services with Arizona Governmental Training Services (AGTS), not to exceed \$141,665 for the period of December 1, 2019 to December 1, 2022.

BACKGROUND/DISCUSSION/CONSIDERATION

Since implementing an on-site professional development function in 2018, Valley Metro has partnered with several training vendors including AGTS to facilitate a variety of onsite courses available to employees at all levels in the organization. In many cases, the course content aligns with our needs; however, there are times when the Learning & Development Manager also works with vendor facilitators to customize courses to meet Valley Metro's more specific requirements, especially when a course is targeted for specific work units. For FY20, we are partnering with AGTS to facilitate 24 sessions covering 15 topics, seven of which will be customized. Approximately 400 learning seats will be available to staff across the organization at an average investment of \$125 per learner. Staff would like to move from individual purchase orders to a standing contract with AGTS to reduce the administrative effort associated with frequent purchase orders.

The estimated value of the contract is based on the prior year expenditures and anticipated expenditures through FY23.

Fiscal Year	Anticipated Spend
2020	\$29,165
2021	\$45,000
2022	\$45,000
2023	\$22,500
Total	\$141,665

AGTS services will be procured directly using a cooperative contract awarded by the Arizona State Procurement Office. Purchasing under a cooperative contract saves Valley Metro resources due to the simplified acquisition process, cooperative purchasing power of multiple agencies, and terms and conditions that have previously been negotiated.



COST AND BUDGET

The expected spend for AGTS onsite course facilitation and development services over the next 3 years is \$141,665. For Fiscal Year 2020, the RPTA contract obligation is \$50,000 which is fully funded within the Valley Metro Operating and Capital Budget. Contract Obligations beyond FY20 are incorporated into the Valley Metro RPTA Five Year Operating Forecast and Capital Program FY2020 thru FY2024. The source of funding is Prop 400.

Purchase	Vendor	Contract	Cost
Facilitation and Development Services	AGTS	State Contract: ADSP018-210226	\$141,665
Total			\$141,665

COMMITTEE PROCESS

RTAG: October 15, 2019 for information

TMC/RMC: November 6, 2019 approved

Boards of Directors: December 5, 2019 for action

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

RECOMMENDATION

Staff recommends that the Board of Directors authorize the CEO to execute a 3-year contract for onsite course facilitation and development with Arizona Governmental Training Services (AGTS) not to exceed \$141,665 for the period of December 1, 2019 to December 1, 2022.

CONTACT

Penny Lynch

Director, Human Resources

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plynch@valleymetro.org

ATTACHMENT

None



Information Summary

DATE

November 27, 2019

AGENDA ITEM 4**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

November 27, 2019

Valley Metro Rail

Wednesday, November 6, 2019

Lake Powell Conference Room

101 N. 1st Avenue, 10th Floor

11:15 a.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 October 24, 2019 Board meeting are presented for approval.

CONSENT AGENDA

3A. Amendment to Joint Project Agreement with the Arizona Department of Transportation (ADOT) for Rail Operations and Maintenance

3A. For action

Staff recommends that the Board of Directors authorize the CEO to execute an amendment to the Joint Project Agreement with ADOT to affirm each party's responsibilities regarding the operation and maintenance of the light rail system and adjacent facilities.

3B. Light Rail Vehicle (LRV) Gearbox/Axle Overhaul Contract Award

3B. For action

Staff recommends that the Board of Directors authorize the CEO to execute a contract with Penn Machine Company, LLC to complete a gearbox/axle overall program for the



light rail vehicles in an amount not to exceed \$3,148,000.

REGULAR AGENDA

4. Future Agenda Items Request and Report on Current Events

4. For information

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

5. Next Meeting

5. For information

The next meeting of the Board is scheduled for **Thursday, January 23, 2020 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

November 27, 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

November 27, 2019

AGENDA ITEM 2

Board of Directors

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

Meeting Participants

Councilmember Robin Arredondo-Savage, City of Tempe **(Chair)**
Mayor Kevin Hartke, City of Chandler
Ed Zuercher for Mayor Kate Gallego, City of Phoenix

Chair Arredondo-Savage called the meeting to order at 12:46 p.m.

Welcome everybody. Thank you for being here at the Rail Management meeting. We are going to start with public comment. I do have one blue card from Blue Crowley.

1. **Public Comment**

Mr. Crowley said Gigliamo Carlos Azule Crowley the third [phonetic]. With what you're doing on two of these items, the extension, I'm still trying to figure out why we had to do the way over the freeway that you're going to be doing because at the same time we could have used the hole in the AC/DC to get it from one side of the freeway to the other.

Then also the current transit center there would have been right on the line, but we're doing it another way and, what, those 250 park-and-ride shelters that we've put there, is that still a part of the system, or are we just waving that good-bye? It's wasting money like that especially when, thank goodness, you were trying to do something that the buses were going to be benefitting from.

Also, as I said, all cities in Europe a lot of the ones back east when you have two lines coming together they don't just keep on multiple lines. They have a break in the track just like there is out here to be able to have the trains go on either one of them. And I believe that you have hired professional operators so that they should be able to get the job done.

And now to my favorite topic Allied Barton. An acquaintance of mine was having his ticket checked and he had expressed to them that he was disabled and had the identity for it. And when handing the card to Allied Barton's individual, he -- the gentleman

dropped the card, looked at my friend and said, pick it up. My friend told him to pick it up.

After that they both went to put their foot on top of the card. At which time my friend was charged with assaulting a police officer, violating probation, and spent the next eight days in jail. When it went before the court there they said it was too humorous to deal with and dropped all.

So I would like to be able to get for his attorney a copy of that totally excellent facial recognition of the incident that happened on the 14th so that, one, we can show that the aptitude and the way the training has gone for your Allied people is less than sufficient and when in performing their task and job instead of doing that they're thinking that this is their country and they're running it.

This was also something that I pointed out to you when she said we need to make them officers. Please, it wasn't a police officer. They were both going for the same object that is not assault. Thank you.

2. Minutes

Chair Arredondo-Savage said the minutes from the September 19, 2019 Board meeting are presented for approval.

IT WAS MOVED BY MR. ZUERCHER, SECONDED BY MAYOR HARTKE AND UNANIMOUSLY CARRIED TO APPROVE THE SEPTEMBER 19, 2019 BOARD MEETING MINUTES.

3. Consent Agenda

Chair Arredondo-Savage said we'll move on to the consent agenda. Do we have any questions or changes or discussion? Any items that you would like to pull? Is there a motion for approval?

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

4. Northwest Phase II Light Rail Extension: Phoenix Funding Agreement
5. South Central Extension/Downtown Hub Project: Phoenix Funding Agreement

Chair Arredondo-Savage said we'll move on to Item No. 4 Northwest Phase II Light Rail Extension. I will give it to you, Mr. Smith.

Mr. Smith said Madam Chair, Items 4 and 5 are basically very similar. One is for Northwest II. The other is for the South Central/Downtown Hub, and they are funding agreements with the City of Phoenix. And this is, once again, as a product of the recent



105. Phoenix City Council has taken formal action on their funding side, so this is our side of that funding agreement. We can have an explanation if you would like. If not, since it involves primarily Phoenix, you can be efficient and just take Items 4 and 5 together.

Chair Arredondo-Savage said we can do that if you would like. Is there any questions or comments or any discussion to be on Items 4 or 5. All right. Do I have a motion?

IT WAS MOVED BY MR. ZUERCHER, SECONDED BY MAYOR HARTKE TO APPROVE ITEMS 4 AND 5.

Item 4 - 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.

Item 5 - 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

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

With no further discussion the meeting adjourned at 12:52 p.m.



Information Summary

DATE

November 27, 2019

AGENDA ITEM 3A**SUBJECT**

Amendment to Joint Project Agreement with the Arizona Department of Transportation (ADOT) for Rail Operations and Maintenance

PURPOSE

To request authorization for the Chief Executive Officer (CEO) to execute an amendment to a Joint Project Agreement with ADOT regarding Valley Metro's light rail system to affirm each party's responsibilities regarding the operation and maintenance of the light rail system and adjacent facilities.

BACKGROUND | DISCUSSION | CONSIDERATION

An intergovernmental agreement was executed on July 17, 2007 to address the roles, responsibilities, and expectations regarding the operation and maintenance of the initial 20-mile light rail system and adjacent facilities.

The changes to the agreement are minor. The amendment provides an updated system map, which includes the current 28-mile light rail system and adds future extensions, including Northwest Extension Phase II to Metrocenter Mall and South Central Extension/Downtown Hub. The expanded system introduces additional interaction between ADOT facilities and light rail projects. The amendment also updates the indemnification language to be consistent with similar ADOT Joint Project Agreements for South Central Extension/Downtown Hub and Northwest Phase II. In addition, the amendment affirms that Valley Metro will conduct late night inspections twice a year.

COST AND BUDGET

Ongoing maintenance activities 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: October 15, 2019 for information

RMC: November 6, 2019 approved

Board of Directors: December 5, 2019 for action

RECOMMENDATION

Staff recommends that the Board of Directors authorize the CEO to execute an amendment to the Joint Project Agreement with ADOT to affirm each party's responsibilities regarding the operation and maintenance of the light rail system and adjacent facilities.

CONTACT

Wulf Grote, P.E.

Director, Capital & Service Development

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ATTACHMENT

None

Draft agreement available upon request



Information Summary

DATE

November 27, 2019

AGENDA ITEM 3B**SUBJECT**

Light Rail Vehicle (LRV) Gearbox/Axle Overhaul Contract Award

PURPOSE

To request authorization for the Chief Executive Officer (CEO) to execute a contract with Penn Machine Company, LLC to complete a gearbox/axle overall program for the light rail vehicles in an amount not to exceed \$2,886,000 and to establish a contract change contingency of \$262,000, for a total of \$3,148,000.

BACKGROUND | DISCUSSION | CONSIDERATION

In November 2016, the Board approved the CEO to execute a contract with UTCRAS, Inc. to complete a gearbox/axle overall program for the light rail vehicles in an amount not to exceed \$1,631,106. Since that time, staff has worked closely with the contractor in performing the overhauls to Valley Metro's quality standards. Unfortunately, the contractor has continuously provided substandard workmanship leading to poor quality overhauls. Valley Metro has spent many hours to repair the defective units that were received from the contractor and adjusted schedules to accommodate the lack of available gearbox and axle assemblies for use. The substandard gearbox and axle assemblies received from the contractor has come with defective parts that were cracked, deformed, with poor installation, and overall low quality workmanship.

After over two years of working with the contractor attempting to improve the quality of overhauls, it has been unsuccessful. Therefore, Valley Metro has terminated the contract with UTCRAS, Inc.

In October 2019, Valley Metro issued a public notice to execute a sole source contract with the Original Equipment Manufacturers (OEM) of the gearbox and axle. Valley Metro is confident that Penn Machine is able to perform the overhauls to the OEM standards. Therefore, Valley Metro is requesting authorization to execute a contract with Penn Machine Company, LLC to perform the gearbox/axle overhauls.

The contractor shall provide all necessary parts, materials and labor to complete the gearbox/axle overhaul program for 50 LRVs. The cost includes overhauling and testing the equipment to OEM standards. Valley Metro LRV maintenance personnel will remove the gearbox/axle assemblies from the vehicles and ship to the contractor. The contractor will overhaul the equipment and return to the Valley Metro LRV Maintenance Facility. The purpose of the overhaul is to keep the equipment in a state of good repair and to maintain safe and reliable operation.

COST AND BUDGET

The gearbox/axle assembly overhaul contract for approval with Penn Machine Company, LLC is in an amount not to exceed \$2,886,000 and to establish a contract change contingency of \$262,000 for unanticipated repairs. During the overhaul process, there may be repairs that are needed once the gearbox/axle assemblies are broken down. These unforeseen repairs are in the scope of work and will be handled on a case by case basis. The cost for the gearbox/axle overall program for the light rail vehicles is included in the Valley Metro Rail Adopted FY 2020 Operating and Capital Budget. Contract obligations beyond FY2020 are incorporated into the Valley Metro Rail Five-Year Operating Forecast and Capital Program (FY2020 thru FY2024).

The source of funding is Prop 400 and federal Section 5337.

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: October 15, 2019 for information

RMC: November 6, 2019 approved

Board of Directors: December 5, 2019 for action

RECOMMENDATION

Staff recommends that the Board of Directors authorize the CEO to execute a contract with Penn Machine Company, LLC to complete a gearbox/axle overall program for the light rail vehicles in an amount not to exceed \$3,148,000.

CONTACT

Ray Abraham

Chief Operations Officer

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ATTACHMENT

None

Information Summary

DATE

November 27, 2019

AGENDA ITEM 4**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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Chief Executive Officer
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ATTACHMENT

None

Pending Items Request

Item Requested	Date Requested	Planned Follow-up Date