



MEETINGS OF THE

Boards of Directors

Joint Meeting Valley Metro RPTA and Valley Metro Rail	Valley Metro RPTA	Valley Metro Rail
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Date:
October 21, 2021

Starting Time
11:15 a.m.
Meetings to occur sequentially

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

In compliance with the Federal Transportation Security Administration's mask mandate, Valley Metro continues to require the use of face coverings in its facilities. Employees and guests must wear masks, regardless of vaccine status, in hallways, common areas, and any time social distancing cannot be maintained. If you are in a conference room where 6' distance cannot be maintained, masks are to be worn. We appreciate your cooperation in complying with this federal law.

If you require assistance accessing the meetings please call 602.262.7433.



Agenda

October 14, 2021

**Joint Meeting Agenda
Valley Metro RPTA
And
Valley Metro Rail
Thursday, October 21, 2021
**Boardroom/Webex
11:15 a.m.****

Action Recommended

1. Public Comment

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

1. For Information

2. Chief Executive Officer's Report

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

2. For information

3. Audit and Finance Subcommittee Update

Councilmember Stipp, AFS Chair, will provide an update on the discussions and actions taken at the AFS meeting.

3. For information

CONSENT AGENDA

4A. Minutes

Minutes from the September 30, 2021 Boards of Directors meeting are presented for approval.

4A. For action

4B. Printing Services Contract Awards

Staff recommends that the Boards of Directors authorize the CEO to execute three-year base contracts with one, two-year renewal with Artisan Colour, BP Graphics, Capitol Litho

4B. For action



Corp, Courier Graphics, Image Craft, Ironwood and Prisma Graphics for Printing Services in an amount not to exceed \$1,324,000 across the base terms. The RPTA portion will not exceed \$794,400 and the VMR portion will not exceed \$529,600.

REGULAR AGENDA

5. Federal Government Relations Consulting Services – Increase in Total Contract Authority for Cardinal Infrastructure, Inc.

5. For action

Staff recommends that the Boards of Directors authorize the CEO to increase the contract authority in the amount of \$224,000 to cover federal lobbying costs through December 2022.

6. Travel, Expenditures and Solicitations

6. For information

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

7. Future Agenda Items Request and Update on Current Events

7. For information

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

8. Next Meeting

8. For information

The next meeting of the Joint Boards of Directors is scheduled for **Thursday, November 18, 2021 at 11:15 a.m.**

Qualified sign language interpreters are available with 72 hours notice. Materials in alternative formats (large print or flash drive) are available upon request. For further information, please call Valley Metro at 602-262-7433 or TTY at 602-251-2039. To attend this meeting via teleconference, contact the receptionist at 602-262-7433 for the dial-in-information. The supporting information for this agenda can be found on our web site at www.valleymetro.org.



Information Summary

DATE

October 14, 2021

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.

COST AND BUDGET

None

RECOMMENDATION

This item is presented for information only.

BACKGROUND | DISCUSSION | CONSIDERATION

None

COMMITTEE PROCESS

None

CONTACT

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

ATTACHMENT

None



Information Summary

DATE

October 14, 2021

AGENDA ITEM 2**SUBJECT**

Chief Executive Officer's Report

PURPOSE

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

COST AND BUDGET

None

RECOMMENDATION

This item is presented for information only.

BACKGROUND | DISCUSSION | CONSIDERATION

None

COMMITTEE PROCESS

None

CONTACT

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

ATTACHMENT

None



Information Summary

DATE

October 14, 2021

AGENDA ITEM 3**SUBJECT**

Audit and Finance Subcommittee (AFS) Update

PURPOSE

Councilmember Stipp, AFS Chair, will provide an update on the discussions and actions taken at the AFS meeting.

BACKGROUND | DISCUSSION | CONSIDERATION

The draft minutes from the October 7, 2021 AFS meeting are attached for further details of the meeting.

COST AND BUDGET

None

COMMITTEE PROCESS

None

RECOMMENDATION

This item is presented for information only.

CONTACT

Jim Hillyard
Acting Chief Financial Officer
602-262-7433
jhillyard@valleymetro.org

ATTACHMENT

Draft October 7, 2021 AFS meeting minutes



Minutes

October 14, 2021

AGENDA ITEM 3

Audit and Finance Subcommittee
Thursday, October 7, 2021
Via WebEx/Phone
12:00 p.m.

Meeting Participants

Councilmember Bill Stipp, City of Goodyear - **Chair**
Councilmember Lauren Tolmachoff, City of Glendale
Councilmember Francisco Heredia, City of Mesa
Councilmember Laura Pastor, City of Phoenix
Councilmember Robin Arredondo-Savage, City of Tempe

Chair Stipp called the meeting to order at 12:03 p.m.

(due to technical difficulties a full transcript of the meeting is not available)

1. **Public Comment**

Mr. Blue Crowley said he wants to see the strategic plan from 2009-2012 to review the new goals during that time due to the great recession.

2. **Chief Financial Officer's Report**

Jim Hillyard, Interim Chief Financial Officer, provided the Chief Financial Officer's update that included the following:

- CFO Recruitment & Next Steps
 - Status
 - Next Steps

Mr. Hillyard said that second interviews are being scheduled for the week of October 18.

Councilmember Tolmachoff asked who are the candidates for this position?

Mr. Hillyard said one candidate has requested to remain confidential, however, the list will be shared with the interview panel.

3. Minutes

Chair Stipp said minutes from the September 9, 2021, Audit and Finance Subcommittee meeting are presented for approval.

IT WAS MOVED BY COUNCILMEMBER TOLMACHOFF, SECONDED BY COUNCILMEMBER ARREDONDO-SAVAGE AND UNANIMOUSLY CARRIED TO APPROVE THE SEPTEMBER 9, 2021 AFS MEETING MINUTES.

4. Internal Audit Charter Review

Jennifer Davis, Senior Internal Auditor, presented the Internal Audit Charter for review, discussion and possible action.

IT WAS MOVED BY COUNCILMEMBER ARREDONOD-SAVAGE, SECONDED BY COUNCILMEMBER TOLMACHOFF AND UNANIMOUSLY CARRIED TO ACCEPT THE INTERNAL AUDIT CHARTER.

5. Internal Audit Update

Jennifer Davis, Senior Internal Auditor, provided a brief update on the actions taken in Internal Audit, external reviews, and prior audit findings and recommendations that included the following:

- Prior Audits and Findings and Recommendations Summary
- Update of FY22 Audit Plan

6. Fiscal Year 2023 Preliminary Service Level Budget Assumptions

Tyler Olson, Manager, Budget and Operations Financial Controls, provided an overview of the preliminary service level assumptions for Fiscal Year 2023 that included the following:

RPTA Budget

- Purpose of Preliminary
- Revenue Forecasts
- Basic Service Levels
- Service Changes
- Contract Rates – East Valley Bus
- Contract Rates – West Valley Bus
- Fixed Route Bus
- Contract Rates – Demand Services

- Other Initiatives & Risks

Mr. Olson said as soon as the ADOT Forecast is available it will be shared with the members of the AFS.

Chair Stipp expressed concerns regarding contracts that will be awarded prior to the extension of Prop 400 and what the impacts will be if the initiative fails.

Mr. Smith said the service contracts will include a clause regarding funding limitations if Prop 400 fails.

VMR

- Revenue Forecasts
- Streetcar Operations
- Rail Transportation
- State of Good Repair
- Other Initiatives & Risks

Councilmember Arredondo-Savage said she had two questions relating to six percent increase in the ACI contract (slide 25) and the increase in fuel (slide 16). She asked about trends, reducing expenses, and adjusting for these increases.

Mr. Hillyard said the six percent increase was negotiated at the beginning of the contract with ACI and the six percent includes a three percent increase in labor rates.

Chair Stipp asked about the remaining COVID Relief Funds. He said that VMR has approximately \$33 million and RPTA has zero funds remaining. He asked how allocations were determined.

Mr. Olson said MAG determined the allocations for the COVID relief funds.

7. Intergovernmental Agreements, Contract Change Orders, Amendments and Awards

This item was presented for information.

11. Future Agenda Items

Chair Stipp asked are any future agenda items? The next meeting of the Audit and Finance Subcommittee is scheduled for November 4, 2021, at 12:00 p.m.



The meeting was adjourned.

With no further discussion the meeting adjourned at 1:11 p.m.

DRAFT



Minutes

October 14, 2021

Agenda Item 4A

Joint Boards of Directors
Thursday, September 30, 2021
Lake Powell Conference Room/Webex
101 N. 1st Avenue, 10th Floor
11:15 a.m.

RPTA Meeting Participants

Councilmember Francisco Heredia, City of Mesa - **Chair** (phone)
Councilmember Laura Pastor, City of Phoenix - **Vice Chair** (phone)
Councilmember Bill Stipp, City of Goodyear- **Treasurer** (phone)
Councilmember Pat Dennis for Vice Mayor Veronica Malone, City of Avondale (phone)
Councilmember Clay Goodman, City of Buckeye (phone)
Mayor Kevin Hartke, City of Chandler (phone)
Vice Mayor Monica Dorsey, City of El Mirage (phone)
Councilmember Mike Scharnow, Town of Fountain Hills (phone)
Councilmember Lauren Tolmachoff, City of Glendale
Councilmember Chris Judd for Councilmember Roland F. Winters Jr., City of Surprise (phone)
Councilmember Robin Arredondo-Savage, City of Tempe (phone)
Councilmember Aldofo Gamez, City of Tolleson
Mayor Rui Pereira, Town of Wickenburg (phone)
Mayor Michael LeVault, Town of Youngtown (phone)

Members Not Present

Mayor Brigitte Peterson, Town of Gilbert
Supervisor Jack Sellers, Maricopa County
Vice Mayor Jon Edwards, City of Peoria
Councilmember Jeff Brown, Town of Queen Creek

Valley Metro Rail Participants

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

Chair Heredia called the meeting to order at 11:18 a.m. The Pledge of Allegiance was recited.



Mr. Chair said so why don't we get started everybody. Thank you for coming in to our September meeting.

I know most of us are online so if you have a question or comment, just type it in the comment box. I can't see everybody on my box so maybe just type it in and Pat will call on you if you have a further question that you want to state. And also just make sure that everybody mute their computer or their phone, if you're online.

1. Public Comment

Mr. Chair said we will take this opportunity to see if there is anybody that would like to provide public comment they have three minutes. Pat, is there anybody that has public comment?

Pat said yes, sir. Blue Crowley is here today.

Mr. Chair said perfect. Blue, you have three minutes.

Mr. Crowley said thank you. Identifying myself. William Charles "Blue" Crowley, III, a resident of Phoenix. Yesterday, it was Wickenburg though and okay.

I'd like to point out two things. You've got the new service changes, et cetera coming up next month and I'd like to point out that I have a document here that was produced back in, I believe, it was '06. It's the Regional Transportation Plan and it has the supergrid for the bus. And I'd like to point out starting in '12, Camelback was supposed to be extended to Litchfield Road. In '18, you were supposed to 303 on Bell to Frank Lloyd Wright. In '18, also, Price to Power Road on Queen Creek. Not there. Indian School in 2019 was supposed to go to Litchfield. Thomas to Dysart in 2019 and Waddell, Litchfield Road which is Thunderbird in 2019. Buckeye and then Dunlap and my favorite and coming up it says that you're going to be putting in 83rd and 75th Avenue. That would be in 2022 that the document says, but that ain't happening because I noticed that part of that with it being Thomas, Indian School and Camelback that they go into Litchfield and Litchfield doesn't even sit at the table.

Where I see you putting money such as in the Tempe trolley and saying that's bus. I want every dime that is bus money going to buses and facilitating what I did as president or chairman of the bus committee for the Prop 200, the thing that you base your stuff on. These were what we wanted done. We wanted the grid to be addressed and done and you're dropping the ball and not doing it. We still need to re-implement the bus to Wickenburg.



And on your item 4C, the Title 4 Program Update, it says, public participation and on the page beforehand it states, did you do any public outreach? No. So how is the public participating in you stating you did all the things that you needed to do?

Thank you and sorry for taking 10 extra seconds.

Mr. Chair said thank you, Blue.

2. Chief Executive Officer's Report

Mr. Smith said thank you, Councilmember Heredia. Welcome, everybody to our virtual meeting. Hopefully, soon we can get back to where we're all in the same room, but the COVID doesn't seem to be cooperating very well now, does it?

Today, I would like to talk about a few things that we are doing. October 11th, we will be returning to front-door boarding in our buses after almost 18 months of rear-door boarding and this will also begin our efforts to start collecting fare revenue again. Because when you enter through the back door, you cannot pay at the fare box although we have had some fare collections from people buying passes so. This is an example of the kind of outreach we're doing working across the board with Phoenix Transit doing a unified approach. We, in many ways, have to re-educate our customers that we will now be collecting fares. We have not been a fare-free system, but we have not aggressively collected fares. That will begin to change on October 11th.

Part of that and the reason we're able to do this is, I've talk to you many times about the installation of the physical barriers that we and the City of Phoenix are installing on all of our 900 plus buses. This will protect the -- and create separation for the operators and provide both a health reason and also a safety reason. We've been talking about this for many years. We believe -- this has been delayed due to the pandemic and impacts on supply chains which you will hear about a little bit more in just a minute, but we are very close, both the City of Phoenix and Valley Metro, to completing this. We should have it virtually done by October 11th. We will work around the few units that Valley Metro has yet to install because of parts availability and others.

But we will begin front-door boarding with the barriers in place on October 11th. And so, if you have any questions, please talk to me, talk to Hillary Foose who is coordinating our outreach and our marketing efforts. And they can give you some updates.

We recently announced because of the pandemic, and I mentioned with the operating, the challenges we have had, well, we have also had challenges, as I think I've mentioned before, in our streetcar delivery. Brookville Rail, which is our manufacturer based in Brookville, Pennsylvania, has experienced significant production and supply interruptions due to the pandemic shutdowns, closures and the fact that a lot of our parts come from outside the U.S. We have six trains that will -- six cars that will make



up our streetcar fleet. We have three that have been delivered and this is a picture of one of them out on the route training and doing safety checks. But we don't know exactly when the next three are coming in. We hope to have them before the end of the year.

Because of that uncertainty with the pandemic, we have -- we have announced that we are delaying the opening, the formal opening, of the streetcar until the spring of 2022. This will allow us time to make sure that all of the streetcars that we have in our fleet are safe, that we have proper time for training without being rushed by some deadline that we think with the pandemic and the challenges may be tough to meet. So just so you'll know that will be -- we'll let you know as we get more information as we have more streetcars delivered and get a better idea of exactly when in the spring that will happen. We are working closely with the City of Tempe to coordinate those activities and we'll keep you updated on that.

As part of our overall outreach and communications with the community and talking about connecting with those communities, our communication department is very active in not only putting out posters and things, but they also want to tell our story. Part of this is introducing new podcasts that members of our communication staff are very, very good about doing it. And it's about stories. At the end of the day, we are about people and, once again, our core purpose is to connect communities and enhance lives. And we first of all, want to understand and know the stories that we get from people who rely on public transportation and our services to impact and enhance their lives. We also want to share those stories with the rest of the community. So I invite you to go to valleymetro.org/storylines to listen to a very, very professionally done podcast called Storylines. I think you'll enjoy it and I know have learned a few things. I'm sure all of us will. And, also, it helps remind us that at the end of the day, it's all about people. We talk a lot about projects and equipment and things like that that I have already, but at the end of the day, we're all about serving our community and the individuals in our community and how we can impact their lives. So I invite you to go check out Storylines.

We have introduced our Valley Metro app. It is so far exceeded our expectations as you can see on the slide. We had a goal of having 12,000 downloads by the end of this year, we have flown past that and in about three short months, we have over 19,000 downloads and it's growing every day. What this does is it gives all of our riding public whether they're riding and anyone else interested, a mobile connection to our schedules. They can find out where their bus or train is. It reduces the pressure on our customer service by being able to have people plan trips. Very, very user friendly. This is part of our overall change in our fare and other system, in our connection system.

This is the first step and is part of that process working with the City of Phoenix to implement our new fare collection system. Well, this is really the first step of that and getting this in and we're very, very pleased with the acceptance and the number of



downloads so far. We'll keep you up to date on that, but I invite you to download the Valley Metro app and you know, take it for a test drive. See what happens.

We talked, I think, a couple months ago about giving you monthly ridership reports so you can see how things are going. As you can see, we have compared in this graph or in this box, table, two different points: August of last year which was, of course, after the pandemic and then August of 2019. So you can get a good feel for where we are pre-pandemic, post-pandemic.

And as you can see, we're still down ridership over 50%. This has an impact. It does impact and we talked about front-door boarding. It, certainly, has impacted our fare revenue and will continue to impact that both from the fact that we've had fewer riders and we have not been able to board through the front door. We hope that will begin to change. And you can see that the effect is greater on the bus, slightly greater on the bus than it is on light rail. Light rail has recovered a little bit better. We're actually up almost 20% from last year on light rail, about 8% on bus, but we're still well below where we were on August 3019.

A lot of things will impact this. Certainly, the perception of health and people's safety. We still are under a federal mandate and do require masks on all of our public transportation. And so, the perception -- and also, you know, who knows how workplace challenges will continue. The fact that we're still all on virtual now and in September and I think all of us were anticipating that we would be back in the Boardroom this month. So these things will impact our ridership. We will continue to give you these monthly updates and let you know how that will impact both our operations and our financial performance.

I wanted to give you an update on our CFO recruitment which is being led by our HR department and our Chief Administrative Officer, Jim Hillyard. We have completed our first round of interviews. The panelists included Chief Financial Office from Glendale, Mesa and Phoenix and our Valley Metro executive staff. They interviewed six candidates. We may interview a seventh. This group will put down their notes and their comments and invite -- and continue on to a Board committee which was appointed by Chair Edwards last time to continue on with the second round of interviews. Working with that Board, we will narrow it down and come up with the finalists that we will introduce to the full Board which will then do an offer and acceptance.

So we're moving right along. We're very pleased with the quality, overall quality, of our candidate pool. As you recall, we said I think a couple months ago that we had decided to extend the open period and have our recruiting firm go out and I think that helped us to expand our candidate pool and to give an overall improvement to our pool so we're very happy with the pool of candidates that we have and look forward to being able to share that with you and work with the Board -- members of the Board on the interview committee as we move forward.



Next slide. And the calendars. As you can see, our next Board of Directors meeting is October 21st, we will play it by ear. As of now, I am assuming that we will work with Councilmember Heredia and all of you as to whether we'll have a hybrid method or not, but October 21st next Board of Directors so.

Mr. Chair, that is my report. I'll answer any questions anyone might have.

Chair Heredia said okay. Thank you, Scott. Any questions or comments that people have? Seeing none or hearing none. Thank you.

3. Audit and Finance Subcommittee Update

Councilmember Stipp said thank you, Mr. Chair. I appreciate that. We had a fairly robust meeting, our first one back since May so we had a lot to cover. I'll try to run through this as quickly as I can.

First, we welcomed Councilmember Laura Pastor to the AFS replacing Mayor Gallego so we appreciate having Councilmember Pastor on the Subcommittee.

We had a brief discussion about the fare box recovery as Mr. Smith mentioned in his report with front-door boarding returning, we'll start to see some numbers on that. We reviewed the Mobility Center audit that was completed by the Internal Audit department. They had some minor findings that we discussed, and you can tell from the minutes, the draft minutes that are included in the Board packet, we had some good questions and good discussion based on that.

We also reviewed the Internal Audit Plan which includes a review of the HDR contract. That's one of the largest contracts we have, and it is out for RFP at this time, so we felt it was a good point to start review of that contract and where we've been.

We also had a discussion on the Valley Metro operated services. That was a carryover from the spring. We have asked the Valley Metro staff to send out that information to everyone as it really illustrates what services are being provided and then what sources are funding them. You know, we spent a lot of discussion talking about, you know, budget, et cetera and that document that was put together was pretty -- pretty informative so hopefully, you'll be seeing that go out either via email or something here in the very near future. I really suggest everybody on the Board take a look at that when you're -- if you're trying to figure out what's funding what.

We had a discussion on the new budget timetable which is coming up. Things have been moved just slightly to make sure that we have plenty of time for both our city staffs to look at the budget projections as well as us, as Board members, to really, you know, hopefully, add another layer of streamlining to that process.



We also reviewed the 4th Quarter Budget Variance report and I think you'll note in the draft minutes and you'll see we spent a, you know, great deal of time talking about how we ended the last fiscal year, but it is important to note that it is the Audit & Finance Subcommittee's intent that we still see some level of reduction in administrative services going into FY23 before we get to May. So we want to have those discussions very early.

And, finally, we did ask that the regional advertising discussion be brought back to the full Board as we noted, advertisers are spending more now in this quote/unquote post-pandemic phase, and we want to make sure that we're making a really informed decision as a Board of Directors.

As Scott mentioned, our next meeting is Thursday, which is next week, the 7th at noon and pending any questions, this ends my update.

Mr. Chair said perfect. Thank you, Councilmember. Any questions or comments for Councilmember Stipp or the Audit & Finance Committee? Hearing none. We'll move forward. Thank you.

4. Consent Agenda

Chair Heredia said the Consent Agenda is presented for action. Any Board members have any questions or particular comments on an item that they want to be pulled for a separate discussion? Okay. Hearing none. Request a motion and a second to approve the Consent Agenda.

IT WAS MOVED BY MAYOR ORTEGA, SECONDED BY COUNCILMEMBER STIPP AND UNANIMOUSLY CARRIED TO APPROVE THE CONSENT AGENDA.

5. Chief Executive Officer – Search Firm Procurement

Mr. Chair said I do want to first say thank you to the members of the Committee that -- the Ad-Hoc Committee that we have for their time to receive an update. We received an update earlier from Maricopa County Human Resources regarding the executive search firm for the chief executive officer where we asked some questions and now, it's coming to the full Board here to have additional discussion. But before that I'll call on Jan Plank the Human Resources Director for Maricopa County to provide a presentation and an oral review of the procurement process and the recommendation of the selection of the search firm.

Ms. Plank said thank you, Mr. Chairman. And a special thanks to our Chairman of the Board of Supervisors Jack Sellers who gave us the opportunity to partner here with Valley Metro on this incredibly important search so thank you. And thank you to the Ad-hoc Committee. I know we met the other day, appreciated their good questions and



their engagement with this process. Also, you know, been working with the Valley Metro staff, Pat, of course, thank you, Pat. Penny, Patty, Mike and others and I'm sure we'll get to be even better friends in the days ahead so really appreciate that team. So today, we want to talk to you about our process. We opened a two-week solicitation for the recruitment, a retained search recruitment firm to handle the Valley Metro CEO search. And we'll go ahead and advance that slide, if you would.

The solicitation process and I think we're on -- there we go. We, basically, had five firms that responded to the solicitation and three of those firms had done transit work, however, the firm that we choose was really, we felt, the leader in the pack there. And I think you'll understand why once we go through our presentation today.

So Krauthamer & Associates out of Bethesda, Maryland is the firm that we are recommending. And we're recommending them for a variety of reasons. First of all, they've done over a thousand transit searches. They've been in the business since 1971 -- if you can just keep advancing those slides, that would be great. They, again, they're -- the principal -- I've had an opportunity to interview him who would be handling this project, Greg Moser. And Greg, again, has done extensive amount of work in the industry. Most recently, he handled the RTD up in Denver. And I was impressed with the fact that this went on during COVID and they were able to turn the search around in four months. And I know it's important to the Committee and the Board at large to get somebody in place by March 1st. That's certainly our goal and I did drill down with the firm, and they assured us that they did not believe this would be a problem, you know, obviously, absent uncontrollable circumstances.

So that previous slide, you know, also talks about their diversity, equity and inclusion efforts and they do a fantastic job as I talked with people and some of their references on their placements and producing a slate of candidates that a Board can really, you know, drill in on and say, okay, you know, is this a fit? Is this, obviously, an industry fit? Is it a fit for the strategic plan of Valley Metro? And, of course, is it an interpersonal fit which is obviously so critical?

Okay. Their fee structure is 30% of first year salary which is very -- it's typical of retained search. They were not the lowest. There was a fee quoted of 20%, but, again, that firm significantly less experience with transit, the transit industry. So we did feel that the 30% which, again, is standard in the industry was appropriate for their level of experience. Again, when you've been in the business since 1971, you've done over a thousand searches, obviously, that speaks loudly.

The other thing that really impressed us with Krauthamer is their ability, obviously, to network. They've placed the last three CEOs in -- for the professional association and the level of searches that they have done stood out in the crowd. In other words, general managers, CEOs, CFOs, this is kind of their area of expertise is that senior level of transit authorities and in the industry.



Expenses, of course, would be outside of that 30% first year salary fee and we do anticipate that a lot of this will be done virtually because of the pandemic. However, you know, naturally, I would assume you would want to fly in the candidates -- the final candidates whether that be two, three, whatever. But they will give us full slate of candidates to take a look at, can narrow that down and then travel expenses would be outside of that first-year fee.

Our respondent's references, as I mentioned, I did have a chance to speak with Peggy Catlin at RTD in Denver. She had nothing but good things to say about their timeliness, their efficiency. As I mentioned, Greg has a JD, don't let that scare you. But he also has a degree in accounting, and he is very, very efficient, at least in my interview with him and in my checking of the references. And, again, Greg would be our principal on this search. I encourage you to look him up on LinkedIn. It's Greg Moser, who I think you'll be very, very impressed with the work that he's done. And, of course, he'll have a team supporting him on the research side, checking references and all of the standard work that comes with retained search.

As we look at our timeline here, I think you just have to click through there, our next steps will be to -- if the Board moves forward today, our next steps will be to contract with this firm and that's Maricopa County's responsibility. We will be working with Valley Metro on a direct pay from your side rather than that going through us for their fees. We look at, you know, the screening of the candidates and so on and so forth. You can see the timeline. This is our estimated timeline backing into that date of March 1st. We understand how critical that is and Krauthamer understands as well.

So with that, I would open it up to any questions. I do feel, once again, this is the leader in the industry from 1971, over a thousand transit searches many of those being senior leadership of a variety of organizations. They're very experienced in working in -- with complex systems with a large Board such as this. They have, again, just a great deal of experience so they kind of know the ins and outs and what's all entailed with coordinating with a Board this size.

So questions, please.

Chair Heredia said perfect. Thank you, Director Plank. Any of the Committee members have any questions or comments?

Councilmember Bill Stipp said sitting on the Ad-hoc Committee and I made these comments there and just for the benefit of the rest of the Board. I, certainly, want to express my appreciation for Maricopa County's assistance in this and moving this forward. Many of you know my background is in the public sector consulting side as well and I can assure you that Krauthamer has a great reputation in the industry and will serve us very well and I'm appreciative of everyone on the team's effort to get them secured as our consultant should the rest of the Board agree so thank you.



Chair Heredia said thank you, Councilmember. Any other comments or questions? Pat, do you see any questions or comments?

Ms. Dillon said no.

Councilmember Pastor said I -- Would you like a motion.

Chair Heredia said yeah, no, thank you. So next step would be a -- I do also want to thank Maricopa County for the work that they did and continue our working relationship with them. But I'll request a motion and a second to approve this item.

IT WAS MOVED BY COUNCILMEMBER PASTOR, SECONDED BY MAYOR ORTEGA AND UNANIMOUSLY CARRIED TO AUTHORIZE THE CEO TO ISSUE A PURCHASE ORDER VIA A CONTRACT WITH MARICOPA COUNTY TO THE KRAUTHAMER & ASSOCIATES FOR THE EXECUTIVE SEARCH SERVICES FOR THE CHIEF EXECUTIVE OFFICER POSITION FOR AN AMOUNT NOT TO EXCEED \$100,000.

Well, thank you, again, for the process and we look forward and working with the County and the search firm to bring in a new CEO by March 1st of next year.

Ms. Plank said thank you so much.

6. Travel, Expenditures and Solicitations

Chair Heredia said for what I'm aware there is no travel to report. Is that correct, Pat or Scott?

Ms. Dillon said yes, that's correct.

Mr. Chair said okay. Perfect. And this was just presented for information only and this will continue to be provided as far as information when there is travel there will be a report attached here to the meeting so.

7. Future Agenda Items Request and Report on Current Events

Mr. Chair said any of the members have any agenda items that they would like to request?

Councilmember Stipp said so Mr. Crowley raised some interesting questions during his public comments period that we just, you know, tend to blow through. I would like to kind of see the answers to those from Valley Metro staff over the course of the next month if we can just answer some of those and then, perhaps, we can get him an answer to them as well.



Mr. Chair said perfect.

Mr. Smith said and Councilmember Stipp, this is Scott. If there is any one in particular, we'll follow up with you, we're more than happy to do that. If there is any one in -- or two in particular that you would like us to focus on, we'll follow up with you and get some additional information. Okay?

Councilmember Stipp said I didn't write them. I couldn't track them as fast as he was spitting them out so I'm hoping that when Pat reviews the minutes that, you know, she'll generate what they are. If we can just --

Mr. Smith said we'll follow up with you and your staff and see if there's any one or the other that are more important that you would like to have. We'll address all of them, but we'll, especially, look at ones that -- if you could help us identify the ones that might have special interest for you.

Councilmember Stipp said sure. Yeah. Once we identify what the questions actually were then I can go through that. I appreciate it.

Mr. Smith said that's fine. We'll do that.

Councilmember Pastor said Blue did perk my curiosity in the sense of talking about the grid and I would like to have a presentation given to us regarding the grid and where -- if it has or hasn't changed? And why it changed? And then where then did that money shift to?

Chair Heredia said okay.

Mr. Smith said and Councilmember Pastor, this is Scott, once again. We'll be more than happy to do that, but just a quick answer is there has been no money shifted. There is no money from regional funds that are paid to operate light rail or streetcar or any rail program. That is all funded by the cities, and we'll get into more details and be more than happy to present to you specifics that Blue brought up. I think those are great questions, but generally, what happened, and just so you can prepare for it, is in the Great Recession, the 2004 Prop 400 plan was rebalanced simply because we didn't have the money to enact, to implement the 2004 plan and we've never recovered from that.

Once again, for your information we present a -- as part of the budget process, a report on where we are in the entire lifecycle of the Prop 400 and over the 20 years, we will end up collecting approximately 40% less money from the regional sales tax than we had envisioned in 2004 when Prop 400 was enacted. So the -- it's not that the funds have been shifted, it's simply that the pot of money that was anticipated was decimated during the Great Recession and we've never been able to recover it.



We will go in and give you some more details as to how that relates and the bus routes and most of the things that Blue brought up were those that were, I would say, and rebalancing, we looked at all the routes and those -- some of those I would imagine were some of the routes that simply couldn't be funded because there wasn't regional monies anymore. So, but we will prepare a presentation for you that will go over in detail what I just described in general and put that on the agenda for a future meeting.

Chair Heredia said perfect. Thank you, Scott. I do also want to add another issue. Scott, you mentioned, I think, last month staffing issues and I know a lot of businesses are having issues in hiring folks and I know the cities as well. What those issues with our contractors and how they might be impacting service or -- especially as we go into front-door boarding, how does that impact us if, you know, the scheduling and the collection of fares? You know, can we encapsulate maybe a presentation or information on how is that looking as far as our contractors and if that's impacting service?

Mr. Smith said we can do that, Mr. Chair. And we would be more than happy to do that. Just in general, not to leave it hanging, but that's a great question. Thank you. So far, our challenges have not caused a -- us to reduce service. I will say this, our issues are especially acute in the maintenance area. We are, I would guess, living on bailing wire and chewing gum. We have a lot more supervisors driving buses and rails than we are comfortable with because our ranks have been thinned out so that when there are no-shows, supervisors often stepped up. And we will present -- and that's just, generally, where we are. So we're sort of living on the edge, but we will give a more detailed presentation with actual numbers and reports in an upcoming meeting.

Chair Heredia said thank you, Scott. Any other questions or comments? Agenda items? All right. Hearing none.

8. Next Meeting

The next meeting of the Joint Boards is scheduled for Thursday, October 21, 2021 at 11:15 a.m.

Motion to adjourn by Mayor Ortega, second by Councilmember Pastor.

All in favor, say, aye. Any nays? Hearing none. Motion passes.

The meeting is adjourned.

With no further discussion the meeting adjourned at 11:57 a.m.



Information Summary

DATE

October 14, 2021

AGENDA ITEM 4B**SUBJECT**

Printing Services Contract Awards

PURPOSE

To request authorization for the Chief Executive Officer (CEO) to execute three-year base contracts with one, two-year renewal with Artisan Colour, BP Graphics, Capitol Litho Corp, Courier Graphics, Image Craft, Ironwood and Prisma Graphics for Printing Services in an amount not to exceed \$1,324,000 across the base terms. The RPTA portion will not exceed \$794,400 and the VMR portion will not exceed \$529,600.

RECOMMENDATION

Staff recommends that the Boards of Directors authorize the CEO to execute three-year base contracts with one, two-year renewal with Artisan Colour, BP Graphics, Capitol Litho Corp, Courier Graphics, Image Craft, Ironwood and Prisma Graphics for Printing Services in an amount not to exceed \$1,324,000 across the base terms. The RPTA portion will not exceed \$794,400 and the VMR portion will not exceed \$529,600.

BACKGROUND | DISCUSSION | CONSIDERATION

Historically, Valley Metro has met the high demand of procuring for printing services by obtaining three quotes and issuing a purchase order for each project. While fair and competitive, this process limits the buying power of the agency and is time-intensive. To create greater efficiency, remove redundancy, leverage our buying power to reduce cost, and remain compliant with the Valley Metro Procurement Manual, Valley Metro requests to enter into multiple contracts to meet our printing needs now and into the future.

Printing services are necessary to provide materials to all of Valley Metro's departments and serve member city needs, communicate to passengers and stakeholders and implement strategic marketing efforts. Printed material and collateral continue to be an avenue to allow Valley Metro to communicate to existing riders, notify key communities, target new demographics and develop custom tactics to support and recover overall system ridership and generate community support for transit. The cost forecast recognizes our desire to move to more digital efforts while realizing that print materials will still be required as we recover ridership, continue in-person outreach and communicate to a diverse audience.

The not-to-exceed (NTE) value over three years of \$1,324,000 will be used as needed and was determined by analyzing actual printing expenses over the past three years



(including reacting to the COVID-19 pandemic and forecasting a post-pandemic/“new normal” environment) and anticipates increases in paper and labor prices based on current trends. The printing expenses in pre-pandemic FY19 were \$511,000. We saw a decrease in FY20 to \$398,000 and \$225,000 in FY21 as our volume of activities decreased during the height of the pandemic. The NTE estimate assumes that we’ll use the best digital practices from the pandemic environment, while seeing a gradual increase in activities, and therefore in print demand, following the pandemic and as we recover.

On May 17, 2021, Valley Metro staff issued a Request of Proposals for Printing Services in compliance with the Valley Metro Procurement Manual. The solicitation included the following technical evaluation criteria:

Evaluation Criteria	
Understanding/Approach to the Scope of Services	400 points
Pricing	400 points
Qualifications & Experience of the Firm	200 points
TOTAL POINTS AVAILABLE	1,000 Points

Submittals were received on June 17, 2021. A total of 10 submittals were received and deemed responsive from the following offerors:

Proposers	
Artisan Colour	Image Craft
BP Graphics	Ironwood
Capitol Litho Corp	Paramount Promotions
Cereus Graphics	Prisma Graphics
Courier Graphics	Turbo Images

An evaluation committee consisting of Valley Metro staff was appointed to evaluate submittals in accordance with the evaluation criteria listed above. Offerors were allowed to bid on one or multiple categories of Printing Services. The offerors and their total points are listed below:

Category 1 – Wraps (Examples include: Bus Wraps, LRV Wraps, TPSS Wall Graphics)	
Offeror	Total Points
Image Craft	966
BP Graphics	829
Turbo Images	807
Ironwood	788
Prisma Graphics	716

Category 2 – Small Format (Examples include: Guide-A-Ride Signs, Envelopes, Flyers, Brochures, Posters)	
Offeror	Total Points
Courier Graphics	885
Artisan Colour	881
Capitol Litho	881
Prisma Graphics	875
Ironwood	846
Cereus Graphics	718

Category 3 – Medium Format (Examples include: LRV and Bus Car Cards, A-Frame Graphics, Presentation Boards)	
Offeror	Total Points
Image Craft	966
BP Graphics	914
Capitol Litho	817
Artisan Colour	792
Prisma Graphics	736
Ironwood	711
Cereus Graphics	554

Category 4 – Large Format (Examples include: Banners, Kiosk Posters, System Maps)	
Offeror	Total Points
Ironwood	910
BP Graphics	812
Image Craft	761
Capitol Litho	738
Artisan Colour	675
Prisma Graphics	649
Paramount	575
Cereus Graphics	550

Based on the evaluation committee's scoring and the volume of anticipated work in each category, it was determined that the following offerors would be chosen for award in the print categories. By having a variety of print vendors available on contract, Valley Metro will have the flexibility required to meet various printing needs (i.e. short turn-around and high-volume times, large print requests during service change periods, niche printing services).

Category 1 – Wraps	Category 2 – Small Format	Category 3 – Medium Format	Category 4 – Large Format
BP Graphics	Artisan Colour	BP Graphics	BP Graphics
Image Craft	Capitol Litho	Capitol Litho	Capitol Litho
	Courier Graphics	Image Craft	Image Craft
	Prisma Graphics		Ironwood

As individual print jobs are identified, the following steps will be used to determine the vendor appropriate for the job:

- Valley Metro will match specific print jobs with the appropriate vendor(s) based on specific expertise, workload and availability.
- Valley Metro will prepare the specifications and request a quote.
- The vendor(s) will prepare and submit quote(s) to Valley Metro.
- Final negotiations occur and the purchase order is initiated.
- If price negotiations are not successful, Valley Metro reserves the right to solicit the other firms on contract.

COST AND BUDGET

The Printing Services contract awards for approval have base terms of three years. For the base terms, the not-to-exceed value across all vendors is \$1,324,000, with the RPTA portion being \$794,400 and the VMR portion being \$529,600.

Based on analyzing actual printing expenses and associated volume of jobs over the past three years, the projected budget breakdown by print category is Wraps: 24%; Small Format: 44%; Medium Format: 12%; and Large Format: 20%.

For Fiscal Year 2022, \$252,900 is included in the Valley Metro RPTA and Valley Metro Rail Adopted FY22 Operating and Capital Budgets. Contract obligations beyond FY22 are incorporated into the Valley Metro RPTA and Valley Metro Rail Five-Year Operating Forecast and Capital Program (FY22 – FY26).

The sources of funding are Proposition 400 and member city contributions.

**COMMITTEE PROCESS**

RTAG: September 21, 2021 for information

TMC/RMC: October 6, 2021 approved

Boards of Directors: October 21, 2021 for action

CONTACT

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ATTACHMENT

None

Information Summary

DATE

October 14, 2021

AGENDA ITEM 5**SUBJECT**

Federal Government Relations Consulting Services – Increase in Total Contract Authority for Cardinal Infrastructure, Inc.

PURPOSE

To request authorization to increase the previously Board approved contract authority from \$600,000 to \$824,000, an increase of \$224,000 to cover the cost of services through December 2022.

RECOMMENDATION

Staff recommends that the Boards of Directors authorize the CEO to increase the contract authority in the amount of \$224,000 to cover federal lobbying costs through December 2022.

BACKGROUND | DISCUSSION | CONSIDERATION

In November 2017, the Boards of Directors authorized the CEO to execute a contract with Cardinal Infrastructure (“Cardinal”) to provide Federal Government Relations Consulting Services to Valley Metro effective January 1, 2018 for a total term of 5 years (2-year base contract plus 3 one-year renewal options). Cardinal is a women-owned, bipartisan firm specializing in transportation, infrastructure and economic development policy at the federal level. Their clients include public transit agencies, cities, regional authorities, private-sector businesses, and nonprofit organizations.

The contract provided for a monthly retainer-based agreement for a prospective workload consisting of normal and routine federal monitoring, tracking and lobbying activities. The contract award amount was \$600,000, which was based upon 60-months at \$10,000/mo. No contingency amount was included in the contract.

The increased contract authority is necessary due to a series of unexpected events, challenges and issues that put regional projects and programs at serious risk and required Cardinal to put in significantly more work in Washington, D.C. on our behalf. Cardinal continues to provide an elevated level of lobbying services and Valley Metro staff is requesting the Boards of Directors to increase the total contract amount by \$224,000 to cover the additional federal lobbying costs through the end of their contract in December 2022.

In the spring of 2018, just a few months after beginning work for Valley Metro, the expected “normal and routine” lobbying workload for Cardinal changed very quickly. First, formal efforts began to end light rail extension projects in Phoenix. Citizen petitions to the Phoenix City Council specifically challenged the South Central

Extension/Downtown Hub (SCEDH) light rail project. The local opposition was noticed by FTA and USDOT officials, who questioned the project's viability which threatened to delay or kill the project. The challenges with federal officials did not subside until after the defeat of Proposition 105 in August 2019 which confirmed to FTA overwhelming public support of light rail in Phoenix. This threat required substantial federal work to keep the project moving forward. During this time, the intense public debate and doubts raised by FTA caused SCEDH to miss a critical deadline to enter the engineering phase of the project. However, through intense lobbying efforts and negotiating with FTA, SCEDH was approved for entry into engineering in April of 2019, more than two years beyond its statutory deadline. The FTA had never before allowed any project to miss a deadline by two years and remain in the grant program.

Concurrent with the local political challenges, the Trump Administration began implementing changes to its transit funding program that negatively impacted our overall regional transit system. The Administration repeatedly altered program standards, requirements and funding shares, disregarded the authorized funding levels in the FAST Act, which authorizes all transportation programs and funding, and introduced multiple budget proposals to eliminate all funding of high-capacity rail transit projects and the TIGER grant program. In addition, several federal government shutdowns stopped work on the review of federal grants for rail projects, which put them at additional risk of missing the aforementioned federal statutory timelines. Members of Congress on both sides of the aisle did not agree with the Administration's positions, and Congress took a more active and direct role in transit funding, program oversight and advocacy. Valley Metro asked Cardinal to take on additional responsibilities working with Congress to protect the hundreds of millions of dollars in federal funding that was at risk. Our lobbying efforts took on a crisis-mode posture and "whatever it takes" sense of urgency.

Additionally, as illustrated during the past nineteen months, the federal role in system operations has taken on greater importance with the passage of COVID-19 related transit funding bills which have provided hundreds of millions of dollars for ongoing operations and pandemic-related expenses. With continuing reductions in farebox revenue, it is critical that federal funding opportunities continue and offer maximum flexibility.

As part of a concerted and coordinated effort to obtain federal relief funding, Cardinal worked closely with Arizona's congressional delegation and key committee staff and coordinated with similarly situated transit agencies. Those efforts included creating and advancing language to secure Congressional approval of \$1.4 billion in additional federal funding to Capital Improvement Grant (CIG) projects which entered full funding grant agreements within the past two years. This legislation yielded \$81.3 million in unexpected additional funds for SCEDH and \$17.4 million for Tempe Streetcar. Cardinal did the heavy lifting on this effort and is primarily responsible for making it happen, which delivered \$98.7 million in new federal money to our region.

Lastly, to capitalize on the Biden Administration's transportation/transit funding and infrastructure priorities has required an increase in engagement with administration

officials and new leadership at FTA, USDOT and other federal agencies. For example, the FAST Act authorizes all transportation and transit programs and funding – and it expires on September 30, 2021. Its reauthorization has been included in the Bipartisan Infrastructure Bill which continues to be debated in Congress. This includes \$885 million in formula funding for transit in Arizona.

Since the start of this contract in January 2018, Cardinal has exceeded all requirements and expectations. They have successfully lobbied for Valley Metro RTPA priorities such as flexibility in allowing reimbursement for operating costs to maintain service; the utilization of the emergency docket to mitigate challenging FTA administrative and statutory requirements for bus, rail and paratransit operations; and they continue to pursue federal grant opportunities, such as the Bus and Bus Facilities Infrastructure Investment discretionary grant program, Better Utilizing Investments to Leverage Development (BUILD) transportation grant program, Integrated Mobility Innovation program, Transit Oriented Development and other grants, as they become available. This includes the Low or No (LowNo) emission competitive grant program to lease or purchase electric buses and charging infrastructure which remains a priority for a number of RTPA member agencies.

Considering Cardinal's response and the significant amount of additional workload they took on, Valley Metro agreed two times to adjust their monthly retainer. In July of 2019, the retainer was increased from \$10,000/mo. to \$13,000/mo., and in January of 2021, it was increased to \$16,000/mo. These increases were made within the approved contract totals and the board approved annual RTPA and VMR budgets. The adjusted monthly amount of \$16,000/mo. remains within the Board approved budget for fiscal year 2022, but if paid through the end of the contract in December 2022, the total amount will exceed the original five-year approved total contract amount by \$224,000.

Even with the increases in the monthly retainer, the amount paid to Cardinal remains below peer-agency expenditures for similar services for the type and amount of additional work Valley Metro has asked Cardinal to perform. For comparison, peer transit agencies expend the following for federal representation (source: U.S. Senate Lobbying Disclosure Database):

- Utah Transit Authority \$300,000/year or \$25,000/month
- Regional Transportation District in Denver \$280,000/year or \$23,000/month
- Houston Metro, \$200,000/year or \$16,666/month
- Seattle Sound Transit, \$560,000/year or \$46,666/month
- Dallas Area Rapid Transit (DART), \$240,000/year or \$20,000/month
- Metro Transit in Minneapolis-St. Paul, \$198,000/year or \$16,500/month
- Capital Metropolitan Transportation Authority in Austin, TX \$200,000/year or \$16,666/month
- *Valley Metro, \$192,000/year or \$16,000/month*

COST AND BUDGET

The cost to increase the contract authority with Cardinal Infrastructure over the remaining 14 months of the contract (November 2021 – December 2022) is \$224,000. Approximately \$128,000 is required in FY22 with the remainder for FY23.



The costs are evenly divided between RPTA and VMR. The source of RPTA funding comes from the Regional Area Road Fund for RPTA and member city contributions for VMR. Costs for Fiscal Year 2022 are included in the RPTA and VMR Adopted FY2022 Operating and Capital Budgets. Contract obligations beyond FY2022 are incorporated into the RPTA and VMR Adopted Five-Year Operating Forecast and Capital Program.

COMMITTEE ACTION

RTAG: August 17, 2021 for information

TMC/RMC: September 1, 2021 for action, tabled to October

TMC/RMC: October 6, 2021 for action - approved

Boards of Directors: October 21, 2021 for action

CONTACT

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Information Summary

DATE

October 14, 2021

AGENDA ITEM 6**SUBJECT**

Travel, Expenditures and Solicitations

PURPOSE

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

Non-essential travel has been suspended at this time.

BACKGROUND | DISCUSSION | CONSIDERATION

None

COST AND BUDGET

None

COMMITTEE PROCESS

None

RECOMMENDATION

This item is presented for information only.

CONTACT

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ATTACHMENTS

Valley Metro Travel Report
Valley Metro RPTA and Valley Metro Rail Monthly Accounts Payable over \$25,000
Active Requests for Proposals, Qualifications and Invitations for Bids

Valley Metro
Travel Reimbursement Report
For Travel Completion Dates
8/1/21 through 8/31/21

Job Title	Purpose of Travel	Location	Dates Traveled	Total Travel Cost	Airfare	Other Transport	Lodging	Meals	Misc.
Superintendent, LRV Maintenance	Brookville Visit	Pittsburgh, PA	8/22/21-08/25/21	\$1,637.75	\$659.41	\$333.26	\$449.08	\$196.00	\$0.00
Manager, Operations Support & Analysis	Brookville Visit	Pittsburgh, PA	8/22/21-08/25/22	\$1,415.01	\$769.93	\$0.00	\$449.08	\$196.00	\$0.00

Total this reporting period

\$3,052.76

Year to Date

\$3,052.76

Report reflects Out of State (AZ) Travel

Valley Metro Regional Public Transportation Authority
Monthly AP Payments over \$25,000
August 2021

Payment Number	Date	Supplier or Party Name	Transaction Description	Amount
10000024	8/30/2021	First Transit Inc	July 2021 Fixed Route Bus Service - Unification	5,821,455.76
10000021	8/13/2021	ADP, LLC	PPE 8-08-21 Wages Payable-Reverse Wire	906,976.64
10000024	8/27/2021	ADP, LLC	PPE 8-22-21 Wages Payable-Reverse Wire	899,243.81
10000032	8/30/2021	City of Phoenix	Aug 2021 FR Bus Service, DAR	569,456.52
10000024	8/20/2021	Cigna Health and Life Insurance	Aug 2021 Health Insurance Premiums	442,010.93
10000020	8/30/2021	CDW Government LLC	Software Contracts	296,083.33
10000022	8/30/2021	DMS Facility Services Inc	Aug 2021 Cleaning Services	261,710.59
51121	8/6/2021	American Logistics Company, LLC	June 2021 ALC/RideChoice Program	256,633.22
10000022	8/13/2021	ASRS	PPE 8-08-21 ASRS Contributions Employer	250,990.27
10000023	8/27/2021	ASRS	PPE 8-22-21 ASRS Contributions Employer	249,483.74
10000027	8/30/2021	Gray Matter Systems LLC	Emerson Machine Parts	96,535.65
10000029	8/30/2021	Senergy Petroleum LLC	Bulk Fuel	94,551.92
10000027	8/30/2021	Guidesoft Inc	Managed Services Provider-IT Service Help Desk	91,768.96
10000028	8/30/2021	Second Generation Inc, dba Ajo Transpor	Rural Connector Services	65,983.07
10000019	8/30/2021	Alesig Consulting LLC	IT Equipment, Software & Services (Jul'21 - Jun'22)	56,883.00
10000009	8/10/2021	CopperPoint Insurance Company	August 2021 Rent	55,018.35
10000048	8/30/2021	SHI International Corp	Ellipse Software Renewal (Jul'21 - Jun'22)	46,900.07
7152021	8/16/2021	Wells Fargo	July Credit Cards	42,293.56
10000021	8/10/2021	CopperPoint Insurance Company	July and August Workers Comp	35,879.70
51122	8/6/2021	Power Manufacturing, Inc.	Protective Barriers for Drivers for Zoom, Ajo, Pogo, Buzz and Buckeye Fleets	34,850.00
10000023	8/30/2021	Delta Electric Motors Inc	Inspections/Refurbishing/Overhauling	31,295.00
10000025	8/30/2021	GMI	Juy 2021 IT Consulting Services	29,930.00
10000030	8/30/2021	Imagine Technology Group LLC	July 2021 Managed Print Services	29,319.80
				10,665,253.89

Valley Metro Rail, Inc
Monthly AP Payments over \$25,000
August 2021

Payment Number	Date	Supplier or Party Name	Transaction Description	Amount
41499	8/10/2021	Kiewit Infrastructure West Co.	4/26/21-6/27/21 S Central Extension Project	31,766,432.89
41499	8/10/2021	Kiewit Infrastructure West Co.	April 2021 S Central Extension Project	14,624,078.64
41500	8/10/2021	Kiewit-McCarthy	3/29/21-5/29/21 NW Extension 2 Project	8,543,343.58
41487	8/6/2021	Hensel Phelps Construction Co	Contract 17023-OMCE Retention Release 50%	4,059,798.50
41500	8/10/2021	Kiewit-McCarthy	June 2021 NW Extension 2 Project	3,621,615.18
41505	8/27/2021	HDR Engineering, Inc.	June 2021 Planning and Community Relations	990,122.59
41481	8/6/2021	Alternate Concepts Inc.	June 2021 Transportation Services	944,697.25
41488	8/6/2021	Hill International, Inc.	May 2021 Program Management	939,316.48
41486	8/6/2021	HDR Engineering, Inc.	April 2021 Planning and Community Relations	646,520.93
41501	8/13/2021	Builders Guild, Inc.	Feb - June 2021 Construction Services - JOC	591,826.82
41496	8/6/2021	Siemens Mobility, Inc.	LRV Acquisition Program	528,561.77
41505	8/27/2021	HDR Engineering, Inc.	June 2021 12A Planning and Community Relations	511,577.49
41511	8/20/2021	Salt River Project - Construction Fees	SCE1.40 April 2021 SCE.C.00030-0421-DS	315,955.06
41507	8/13/2021	J. Banicki Construction Inc.	June 2021 Construction Services - JOC	278,379.55
41513	8/20/2021	Salt River Project - Construction Fees	NWEII1.35 June 2021 NWEII.C.00188-0621-DS	245,057.10
41480	8/6/2021	AECOM Technical Services, Inc.	May 2021 S Central Extension Project	199,800.57
41495	8/6/2021	Salt River Project - Construction Fees	NWEII1.34 May 2021 NWEII.C.00188-0521-DS	196,390.09
50000002	8/10/2021	101 North First Ave LLC	August 2021 101 Building Rent	169,647.05
41517	8/13/2021	Stacy and Witbeck, Inc.	June 2021 Tempe Streetcar Project	164,400.78
41480	8/6/2021	AECOM Technical Services, Inc.	June 2021 S Central Extension Project	163,150.93
50000011	8/30/2021	Knorr Brake Corporation	July 2021 LRV Friction Brake Equipment/Repairs	143,184.56
41509	8/20/2021	Salt River Project - Construction Fees	Construction-CIAC 1700447 - TSC A.00799.01.53	127,625.62
41485	8/6/2021	DLT Solutions, LLC	Nov 2020-June 2021 Aconex Consulting	103,342.87
41494	8/6/2021	Prestamos CDFI LLC	Jan-June 2021 SBFAP	86,000.00
50000005	8/30/2021	Award Winning Restorations	LRV Painting	85,653.00
41485	8/6/2021	DLT Solutions, LLC	Nov 2020-June 2021 Aconex Consultant	77,306.10
41485	8/6/2021	DLT Solutions, LLC	Nov 2020-June 2021 Aconex Consultant	77,306.09
41508	8/13/2021	PGH Wong Engineering, Inc.	Incept to Feb 2021 Systems Design	70,703.56
50000018	8/30/2021	City of Phoenix	July & Aug 2021 Fare Handling Fee	70,670.00
41514	8/20/2021	Salt River Project - Construction Fees	SCE1.42 June 2021 SCE.C00030-0621-DS	68,996.58
41512	8/20/2021	Salt River Project - Construction Fees	Construction-CIAC 1800894 NWE2 A.0079.03.09	54,285.00
50000019	8/30/2021	Dell Marketing LP	Battery Packs	31,365.96
41497	8/6/2021	Stantec Consulting Services, Inc.	June 2021 Tempe Streetcar Design Services	25,110.50
				70,522,223.09



**Procurement Report
for October Board Month**

RECENTLY COMPLETED PROCUREMENTS										
Contract Administrator	Agency	Procurement Type	Procurement Title	FTA Funding	Release Date	Proposal Due Date	Targeted Board Award Date	Estimated Contract Value	Term of Contract	Comments
Christian J	RPTA	COOP	Professional Development Training Services	No	N/A	N/A	August 2021	\$62,000.00	2 years	Routed for Signature
Christian J	RPTA	COOP	Skillsoft eLearning Library Services	No	N/A	N/A	August 2021	\$71,400.00	2 years	Routed for Signature
Christian J	Joint	COOP	Non-Revenue Vehicle Fuel	No	N/A	N/A	August 2021	\$1,210,500.00	5 years	Routed for Signature
Christian J	RPTA	Sole Source	RideChoice Brokerage Services for interim 1 year service delivery and 4 mo transition	Yes	N/A	N/A	August 2021	\$1,659,405.00	1 year	Pending City of Phoenix Approval
Barb H	VMR	Sole Source	KI-LRV Midlife Overhaul Parts (13)	Yes	June 2021	June 2021	August 2021	\$2,517,555.00	1 years+1 option	Routed for Signature
ACTIVE PROCUREMENTS										
Contract Administrator	Agency	Procurement Type	Procurement Title	FTA Funding	Release Date	Proposal Due Date	Targeted Board Award Date	Estimated Contract Value	Term of Contract	Comments
Kianie K	Joint	RFP	Community Relations Support Services	Yes	September 2021	October 2021	February 2022	\$6,500,000.00	5 years	SOW Development
Kianie K	Joint	RFP	Printing Services	No	May 2021	June 2021	October 2021	\$1,500,000.00	3 year + 2 options	In Evaluation
Kianie K	Joint	COOP	Marketing and Advertising Support Services	No	N/A	N/A	August 2021	\$1,930,000.00	1 year	Pending Board Approval
Christian J	RPTA	RFP	Centralized Call Center for Regional ADA Paratransit Services & RideChoice	Yes	September 2021	October 2021	February 2022	\$41,519,762.00	5 year + 3 options	Solicitation Issued
Rick W	VMR	RFP	Rail Testing	No	August 2021	September 2021	November 2021	\$300,000.00	3 years + 2 opt yrs	Solicitation Issued
FUTURE PROCUREMENTS										
Contract Administrator	Agency	Procurement Type	Procurement Title	FTA Funding	Release Date	Proposal Due Date	Targeted Board Award Date	Estimated Contract Value	Term of Contract	Comments
Barb H	VMR	Sole Source	Railcar Mover	No	September 2021	N/A	N/A	\$100,000.00	TBD	SOW Development
Barb H	VMR	Sole Source	SCV Managed Inventory Program	No	TBD	N/A	TBD	TBD	5 years	SOW Development
Barb H	VMR	RFP	LRV Electrical Repair	No	TBD	TBD	TBD	TBD	TBD	SOW Development
TBD	VMR	RFP	Electrical Preventative Maintenance	No	September 2021	TBD	Dec 2022	\$250,000.00	3 years	SOW Development
Rick W	VMR	IFB	OMC Midlife Flooring Replacement	No	TBD	TBD	TBD	TBD	TBD	SOW Development
Ed N	Joint	RFP	Planning Support Services	Yes	October 2021	November 2021	May 2022	\$30,000,000.00	3 Yr + 2 options	SOW Development
Christian J	Joint	RFP	Regional ADA Paratransit Services Operations & Maintenance	Yes	October 2021	TBD	July 2022	TBD	TBD	SOW Development
Kianie K	RPTA	RFP	Autonomous Vehicle Research	No	September 2021	October 2021	TBD	\$250,000.00	5 years	SOW Development
Rick W	RPTA	RFP	CNG Gas Detection System	No	TBD	TBD	TBD	TBD	TBD	SOW Development
Rick W	RPTA	RFP	Rural Connector Service	Yes	TBD	TBD	TBD	TBD	TBD	SOW Development

IFB - Invitation For Bids
RFP - Request for Proposals
RFQ - Request for Qualifications
COOP - Cooperative Contract
TBD - To Be Determined



Information Summary

DATE

October 14, 2021

AGENDA ITEM 7**SUBJECT**

Future Agenda Items Request and Report on Current Events

PURPOSE

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

COST AND BUDGET

None

RECOMMENDATION

This item is presented for information only.

BACKGROUND/DISCUSSION/CONSIDERATION

None

COMMITTEE PROCESS

None

CONTACT

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

ATTACHMENT

None.

Pending Items Request

Item Requested	Date Requested	Planned Follow-up Date



Agenda

October 14, 2021

Valley Metro RPTA
Thursday, October 21, 2021
Boardroom/Webex
101 N. 1st Avenue, 10th Floor
11:15 a.m.

Action Recommended

1. Public Comment

1. For Information

The public will be provided with an opportunity at this time to address the committees on **non-agenda items and all action agenda items**. 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.

CONSENT AGENDA

2. Minutes

2A. For action

Minutes from the September 30, 2021 Valley Metro RPTA Board of Directors meeting are presented for approval.

2B. Enterprise Vanpool Services Contract Authority Increase

2B. For action

Staff recommends that the Valley Metro RPTA Board of Directors authorize the CEO to increase contract authority of the Enterprise Vanpool Services Contract by \$1,000,000 for operation of the Valley Metro Vanpool Program.

REGULAR AGENDA

3. Proposed April 2022 Service Changes

3. For information

Staff will provide an update on the proposed April 2022 transit service changes and community outreach plan.



4. Future Agenda Items Request and Report on Current Events

4. For information

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

5. Next Meeting

5. For information

The next Valley Metro RPTA Board of Directors meeting is scheduled for **Thursday, November 18, 2021 at 11:15 a.m.**

Qualified sign language interpreters are available with 72 hours notice. Materials in alternative formats (large print or flash drive) are available upon request. For further information, please call Valley Metro at 602-262-7433 or TTY at 602-251-2039. To attend this meeting via teleconference, contact the receptionist at 602-262-7433 for the dial-in-information. The supporting information for this agenda can be found on our web site at www.valleymetro.org



Information Summary

DATE

October 14, 2021

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.

COST AND BUDGET

None

RECOMMENDATION

This item is presented for information.

BACKGROUND | DISCUSSION | CONSIDERATION

None

COMMITTEE PROCESS

None

CONTACT

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

ATTACHMENT

None



Minutes

October 14, 2021

AGENDA ITEM 2A

Board of Directors

September 30, 2021

Boardroom/Webex

11:15 a.m.

RPTA Meeting Participants

Councilmember Francisco Heredia, City of Mesa - **Chair** (phone)
Councilmember Laura Pastor, City of Phoenix - **Vice Chair** (phone)
Councilmember Bill Stipp, City of Goodyear- **Treasurer** (phone)
Councilmember Pat Dennis for Vice Mayor Veronica Malone, City of Avondale (phone)
Councilmember Clay Goodman, City of Buckeye (phone)
Mayor Kevin Hartke, City of Chandler (phone)
Vice Mayor Monica Dorsey, City of El Mirage (phone)
Councilmember Mike Scharnow, Town of Fountain Hills (phone)
Councilmember Lauren Tolmachoff, City of Glendale
Councilmember Chris Judd for Councilmember Roland F. Winters Jr., City of Surprise (phone)
Councilmember Robin Arredondo-Savage, City of Tempe (phone)
Councilmember Aldofo Gamez, City of Tolleson (phone)
Mayor Rui Pereira, Town of Wickenburg (phone)
Mayor Michael LeVault, Town of Youngtown (phone)

Members Not Present

Mayor Brigitte Peterson, Town of Gilbert
Supervisor Jack Sellers, Maricopa County
Vice Mayor Jon Edwards, City of Peoria
Councilmember Jeff Brown, Town of Queen Creek

Chair Heredia called the meeting to order at 11:58 a.m.

1. Public Comment

Chair Heredia said again, the public has three minutes. Pat, is there someone with -- that pulled a card?

Pat said yes, Mr. Crowley is ready to provide his public comment.

Chair Heredia said perfect. Go ahead, Mr. Crowley.

Mr. Crowley said all right. For that Mayor who would like those things investigated and find out, the document that I took it from is the Regional Transportation Projects and Services Support for Regional Transportation Funds 2006 to 2026 and it's issue number 5 and you just compare it to the bus map and you'll find all of the statement that I said.



But it's, basically, every project 2018, most of the 2019, all of the 2020 and as I said, it's in 2021, you guys are supposed -- oh, and 99th Avenue was one of the ones I didn't mention and that doesn't even exist, and you were supposed to do that last year. Just a thought. Because we put this together in the '80s as best we could and I know that the Mayor or I mean, the Chairman when he was mayor and then, they re-juggled it and said, well, this is -- we're going to do here and there. Well, with the here and there, the west side was supposed to be getting buses -- final part of it and the recession in 2008 you're saying takes everything from 2018 and beyond and puts it into limbo.

But I need to get to the items on the agenda that you're dealing with. One of them is the rural route. Did you all know that you can go from Buckeye-Goodyear to Tucson? Well, it states it in there. And I'm glad that we now have a multi-agency thing as in multi-modal making our system stretch what it is, but I want to know where the rural route going to Tonopah is. I want to know where the rural route going to Queen Creek is because the way we put it together, those were parts that were supposed to be done and addressed.

I get told that, well, it's the Board that does these things. Well, Board, this is the best that we could do back in '86 to '06. You're doing a plan I know that's 40 years behind, but as I stated, we have a grid here. The system needs to work it as best it can. It also needs to be 24 hours and 7 days a week.

Speaking of such, I had to use the bus this past holiday and I called into customer service that doesn't exist during a holiday. Please, you don't have it going the whole time that the system operates which you should be doing, but please, have it to where people can get to it. And with your not having a bus book coming out, how are people like myself supposed to find out where the bus is? When it is? And so, the one thing that you cannot ever replace on a person is their time and their life, neither of which would be wasted.

Thank you.

Chair Heredia said thank you, Mr. Crowley.

2. Consent Agenda

Chair Heredia said we'll move forward with our next agenda item is our Consent Agenda. It's presented for action. Any of the members have any questions or want to pull an item for a separate discussion? Seeing none. I request a motion and a second to approve the Consent Agenda.

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



3. Election of Vice Chair

Chair Heredia said with Mayor Kate Gallego moving in Councilmember Laura Pastor to take her place, we had an opening in our Vice Chair and Councilmember Laura Pastor agreed to, you know, fulfill the remaining fiscal year '22 term as, you know, Mayor Gallego had been the Vice Chair so. I request a motion and a second to elect Councilmember Laura Pastor as Vice Chair to fulfill the remaining term.

IT WAS MOVED BY MAYOR ORTEGA, SECONDED BY COUNCILMEMBER STIPP AND UNANIMOUSLY CARRIED TO ELECT COUNCILMEMBER LAURA PASTOR AS VICE CHAIR FOR THE REMAINDER OF FY22.

4. Future Agenda Items Request and Report on Current Events

Chair Heredia said anyone have an agenda item they want to place here that we missed? All right. Hearing none.

5. Next Meeting

Chair Heredia said the next Board meeting is scheduled for Thursday, October 21, 2021 at 11:15 a.m.

Mr. Chair said request a motion and a second to adjourn to our meeting.

IT WAS MOVED BY MAYOR ORTEGA, SECOND BY MAYOR HARTKE AND UNANIMOUSLY CARRIED TO ADJOURN THE MEETING.

With no further discussion the meeting adjourned at 12:04 p.m.



Information Summary

DATE

October 14, 2021

AGENDA ITEM 2B

SUBJECT

Enterprise Vanpool Services Contract Authority Increase

PURPOSE

To request Board authorization for the Chief Executive Officer (CEO) to increase contract authority of the Enterprise Vanpool Services Contract by \$1,000,000 for operation of the Valley Metro Vanpool Program.

RECOMMENDATION

Staff recommends that the Board of Directors authorize the CEO to increase contract authority of the Enterprise Vanpool Services Contract by \$1,000,000 for operation of the Valley Metro Vanpool Program.

BACKGROUND | DISCUSSION | CONSIDERATION

Vanpooling is a convenient, stress-free, environmentally friendly alternative to driving alone to work. Traditionally, a group of six to 15 people who live and work near each other can form a vanpool group. During the pandemic, that minimum number of vanpool riders was lowered to allow for social distancing, with an average of 5 – 6 per van in today's vanpool environment. Vanpool operational costs are fully subsidized by riders' monthly fares, paying for everything from vehicle maintenance to insurance to roadside assistance. Today, nearly 1,000+ Valley residents commute daily via 200 Valley Metro vanpools with an average commute distance of 75 miles round trip, taking thousands of vehicles off the roads during peak commute times. Pre-pandemic, the region had more than 365 vanpools travelling on Valley roadways.

The increased contract authority is necessary due to unforeseen costs associated with fees for out-of-service vans. Out-of-service vans are vehicles that are not currently being used by vanpool groups for commuting and are stored at a secured location provided by Enterprise, our vanpool contractor. The monthly fee per out-of-service van is \$180, which includes insurance and administrative costs. Valley Metro did look into several options to store the vehicles elsewhere, outside of Enterprise's purview, but none were feasible.

In a normal operation, there is a small margin of out-of-service vehicles; during the pandemic, that number grew exponentially with groups giving up their vanpools – some permanently and others temporarily – in order to work remotely. This recommended action is essentially providing the program with contract **capacity** through the end of the 10-year contract term (December 2023) as there's adequate program revenue to cover



these additional expenses. Staff anticipates a return to program growth of upwards of 30% by June 2022. This projection is due to the addition of our newest customer, APS/Palo Verde Nuclear Generating Station, representing an estimated 70 additional vans as well as other vanpool customers who, based on surveying, will be returning to the office. The vanpool program also has a reserve that has been built up over time, thanks to greater than 100% farebox recovery, that now totals \$3.5 million.

COST AND BUDGET

The Vanpool Services Contract was executed in January 2014 with vRide, now Enterprise, for 10 years, expiring December 2023. The current contract value is \$4,791,656. The recommended contract authority increase is \$1,000,000 to adjust the overall contract value to \$5,791,656. The sources of funds are rider fares and the vanpool reserve, if needed.

COMMITTEE PROCESS

RTAG: September 21, 2021 for information
TMC: October 6, 2021 for action - approved
Board of Directors: October 21, 2021 for action

CONTACTS

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Abigail Cooksey-Williams
TDM/Commute Solutions Manager
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acwilliams@valleymetro.org

ATTACHMENT

None



Information Summary

DATE

October 14, 2021

AGENDA ITEM 3**SUBJECT**

Proposed April 2022 Service Changes

PURPOSE

To provide an update on the proposed April 2022 transit service changes and community outreach plan.

RECOMMENDATION

This item is for information only.

BACKGROUND | DISCUSSION | CONSIDERATION

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

Changes have been proposed and continue to be discussed with the SPWG. Valley Metro staff is analyzing the proposed route changes in terms of the Board-adopted TSPM, Title VI impacts, defining possible fleet needs and all costs involved. The following is a list of all changes to be presented to the public for comment. More information about the potential route change will be provided on the Valley Metro website throughout the public outreach process. The proposed changes are route extensions, a modification, and . As a part of the public outreach process, impacts to paratransit service caused by fixed route changes will also be communicated to the public to solicit comments.

Proposed Route and Schedule Changes:

- Phoenix—Mary Circulator: Extend route to Estrella Village in Phoenix.
- Avondale—ZOOM Circulator: In Avondale, change routing near Thomas and 111th Ave.; change timepoint and layover locations to operate more efficiently.
- Scottsdale 68th St/Camelback Rd Route: Extend route in Scottsdale in order to provide more transit connections.
- Route 128—Stapley Dr: Expand weekday service span to 5AM-10PM. Improve Saturday and Sunday service span to 6AM-9PM and increase frequency to 30 minutes.



Public Outreach

Valley Metro is conducting community outreach beginning in May to notify the public and solicit input on the proposed service changes. Comments will be accepted from 11/8/2021-12/10/2021. Customers can provide feedback through the following channels:

- On-site region-wide information sessions (based on service change impacts)
- Webinar/Public Hearing (November 16, 2021)
- Social media
- Via email at input@valleymetro.org

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

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

COMMITTEE PROCESS

RTAG: September 21, 2021 for information

TMC: October 6, 2021 for information

Board of Directors: October 21, 2021 for information

ATTACHMENT

None

CONTACT

Jim Hillyard

Chief Administrative Officer

602-322-4420

jhilliard@valleymetro.org

April 2022 Proposed Changes



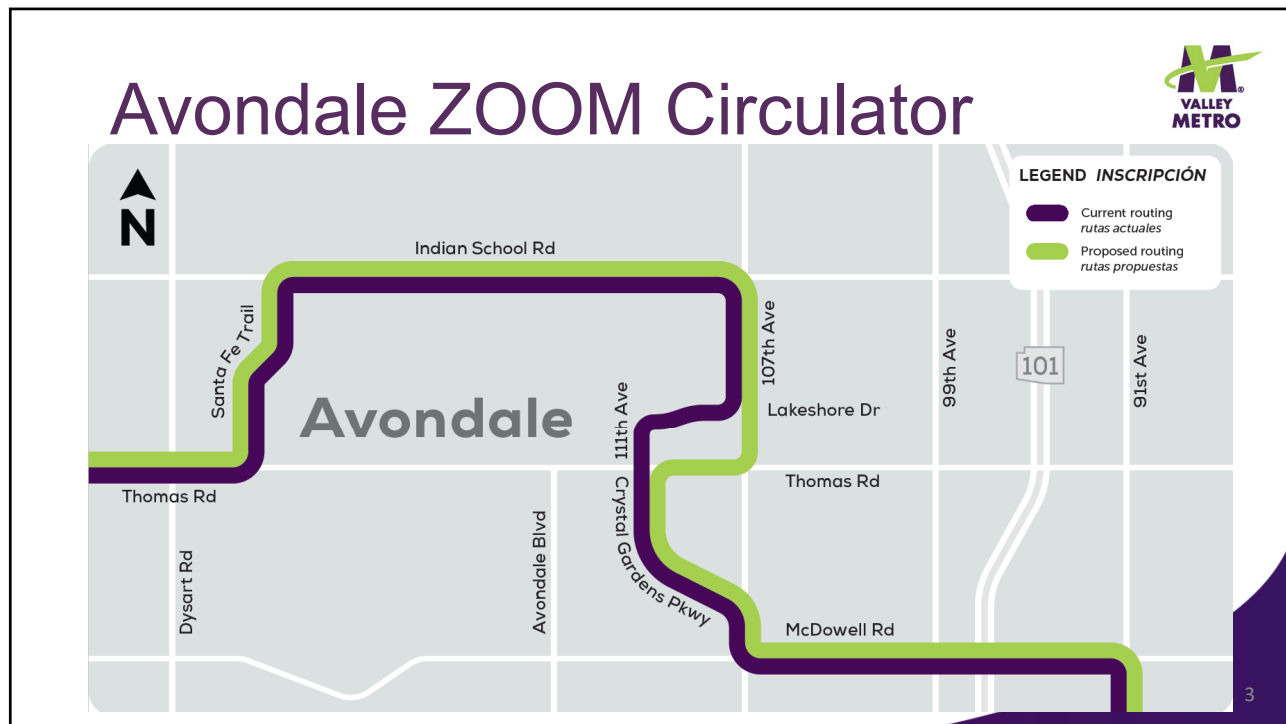
1

Phoenix Mary Circulator



2

2



3



4



Route 128—Stapley Dr

- Expand weekday service span to 5AM-10PM. Improve Saturday and Sunday service span to 6AM-9PM and increase frequency to 30 minutes.



Information Summary

DATE

October 14, 2021

AGENDA ITEM 4**SUBJECT**

Future Agenda Items Request and Report on Current Events

PURPOSE

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

COST AND BUDGET

None

RECOMMENDATION

This item is presented for information only.

BACKGROUND | DISCUSSION | CONSIDERATION

None

COMMITTEE PROCESS

None

CONTACT

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

ATTACHMENT

None

Pending Items Request

Item Requested	Date Requested	Planned Follow-up Date



Agenda

October 14, 2021

Valley Metro Rail
Thursday, October 21, 2021
Boardroom/Webex
101 N. 1st Avenue, 10th Floor
11:15 a.m.

Action Recommended

1. Public Comment

1. For Information

The public will be provided with an opportunity at this time to address the committees on **non-agenda items and all action agenda items**. 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.

CONSENT AGENDA

2A. Minutes

2A. For action

Minutes from the September 30, 2021 Valley Metro Rail meeting are presented for approval.

2B. Non-Revenue Vehicle Purchases

2B. For action

Staff recommends that the Board of Directors authorize the CEO to purchase non-revenue vehicles through cooperative agreements from Courtesy Chevrolet in an amount not to exceed \$63,500, from Sanderson Ford in an amount not to exceed \$201,500, and from Altec in an amount not to exceed \$305,000 for a total amount of \$570,000.

REGULAR AGENDA

3. Summary of Valley Metro Small Business and Disadvantaged Business Enterprises Effort

3. For information and discussion

Staff will provide information to the Board of Directors regarding Valley Metro's Small Business and Disadvantaged Business Enterprise efforts.



4. Future Agenda Items Request and Report on Current Events 4. For information

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

5. Next Meeting 5. For information

The next meeting of the Valley Metro Rail Board of Directors is scheduled for **Thursday, November 18, 2021 at 11:15 a.m.**

Qualified sign language interpreters are available with 72 hours notice. Materials in alternative formats (large print or flash drive) are available upon request. For further information, please call Valley Metro at 602-262-7433 or TTY at 602-251-2039. To attend this meeting via teleconference, contact the receptionist at 602-262-7433 for the dial-in-information. The supporting information for this agenda can be found on our web site at www.valleymetro.org



Information Summary

DATE

October 14, 2021

AGENDA ITEM 1**SUBJECT**

Public Comment

PURPOSE

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

COST AND BUDGET

None

RECOMMENDATION

This item is presented for information only.

BACKGROUND | DISCUSSION | CONSIDERATION

None

COMMITTEE PROCESS

None

CONTACT

Scott Smith

Chief Executive Officer

602-262-7433

ssmith@valleymetro.org

ATTACHMENT

None



Minutes

October 14, 2021

AGENDA ITEM 2A

Board of Directors

September 30, 2021

Boardroom/Webex

11:15 a.m.

Valley Metro Rail Participants

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

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

Councilmember Laura Pastor, City of Phoenix (phone)

Mayor Kevin Hartke, City of Chandler (phone)

Chair Heredia called the meeting to order at 12:05 p.m. welcomed members to the Valley Metro Rail meeting.

1. Public Comment

Chair Heredia said three minutes. Pat, do we have somebody pull a card?

Ms. Dillon said yes, Mr. Crowley.

Chair Heredia said all right. Mr. Crowley, you have three minutes.

Mr. Crowley said, well, like I said, most important thing for me is to get every dime I can for the bus to be used. With the light rail operating when it does, how much of that time can I find out the schedule on the facility? Not all the time that it operates. And who pays for that? Is that rail that pays for the outreach and the abilities to find out when, where, and what is happening? Or is that the bus that picks up that tab? Just as with the officer here, is it the bus that's paying for him to be watching me or is it the rail? I know that if I wasn't here, they would have told you you could go home; right? So and I do appreciate with it just being staff mostly sitting at the table that you would need to have an officer here to make sure that order is sustained.

But back to the rail and what it is and doesn't do. As I stated, I want every funds that I can get to the bus that is there. The streetcar came out of bus funds. Now, I understand you may be able to communicate that a streetcar is a bus on rail, but since it's on rail why wasn't it out of your pot that the money was taken?

I'd also like to bring up from the minutes of last month, the 382 people that died last summer or this past summer from heat exposure. And that the efforts of Valley Metro Rail to alleviate some of these deaths being that they are air conditioned and there is water at the stations that there isn't an effort put forth to say, hey, you know, watering stations. There's one right there at the light rail. You need to get out of the heat. Stay under the shade, get a drink of water, but your attitude is that unless you're going somewhere, you don't be on the rail. You don't be on the property. And when you are



on the property, when the rail gets there, you need to leave because that's the way the system states.

So would you, please, start doing things as in printing the bus book for the people rather than the system saying this is easier for us. Have a pleasant day.

Chair Heredia said thank you, Mr. Crowley.

2. Consent Agenda

Chair Heredia said the Consent Agenda is presented for action. Any questions or comments? Any of the members want further discussion? Hearing none. I request a motion and a second.

IT WAS MOVED BY COUNCILMEMBER ARREDONDO-SAVAGE, SECOND BY MAYOR HARTKE AND UNANIMOUSLY CARRIED TO APPROVE THE CONSENT AGENDA.

3. Election of Joint Board Subcommittee Member

Chair Heredia said again, election of Joint Board Subcommittee member with Mayor Gallego leaving, Councilmember Laura Pastor has been appointed and she graciously joining the Joint Board Committee. So I request a motion and a second to elect Councilmember Laura Pastor to the Joint Board Subcommittee to fulfill the remainder of the fiscal year '22 term.

IT WAS MOVED MOTION BY MAYOR HARTKE, SECOND BY COUNCILMEMBER ARREDONDO-SAVAGE AND UNANIMOUSLY CARRIED TO ELECT COUNCILMEMBER PASTOR TO THE JOINT BOARD SUBCOMMITTEE FOR THE REMAINDER OF FY22.

4. Future Agenda Items Request and Report on Current Events

Chair Heredia said anyone have any future agenda items they want to add? Hearing none.

5. Next Meeting

Chair Heredia said the next meeting of the Board is scheduled for Thursday, October 21, 2021 at 11:15 a.m.

It was moved by Councilmember Pastor, seconded by Mayor Hartke and unanimously carried to adjourn the meeting.

With no further discussion the meeting adjourned at 12:11 p.m.

Information Summary

DATE

October 14, 2021

AGENDA ITEM 2B**SUBJECT**

Non-Revenue Vehicle Purchases

PURPOSE

To request authorization for the Chief Executive Officer (CEO) to purchase non-revenue vehicles through cooperative agreements from Courtesy Chevrolet in an amount not to exceed \$63,500, from Sanderson Ford in an amount not to exceed \$201,500, and from Altec, Inc. in an amount not to exceed \$305,000 for a total amount of \$570,000.

RECOMMENDATION

Staff recommends that the Board of Directors authorize the CEO to purchase non-revenue vehicles through cooperative agreements from Courtesy Chevrolet in an amount not to exceed \$63,500, from Sanderson Ford in an amount not to exceed \$201,500, and from Altec in an amount not to exceed \$305,000 for a total amount of \$570,000.

BACKGROUND | DISCUSSION | CONSIDERATION

Valley Metro Rail's 28-mile light rail line is primarily street running and includes 43 passenger stations, 22 sub-stations, and park and ride lots. The rail system will be expanding another 3 miles to include Tempe Streetcar operations which will include additional passenger stations and sub-stations.

Below is a description of the type of vehicles being purchased. The trucks being purchased include additional costs for service bodies.

	Qty.	Total Cost	Dept.
Chev. Traverse	2	\$63,500	Ops.
Ford F250 Truck	2	\$111,500	MOW
Ford F150 Truck	1	\$46,500	Facilities
Ford Transit Connect Van	1	\$43,500	Facilities
Ford F450 Bucket Truck	1	\$140,000	MOW
Ford F450 Bucket Truck - Hi-Rail Equip.	1	\$165,000	MOW
Total		\$570,000	



Two vehicles will be added to the operations fleet pool for support along the current alignment and future extensions. One truck and van will be used in support of facility maintenance for additional staff and additional facility maintenance needs. Two of the trucks for Maintenance of Way (MOW) are to replace trucks that have over 150,000 miles on them. The bucket trucks will be used in support of staff to perform nightly catenary inspections and for support of the Tempe and Deck Park Bridges. The two (2) bucket trucks have a long lead time and will not be delivered until FY23.

The vehicles will be used for maintenance and support of system operations that includes facilities, track, and signal communications maintenance. The vehicles will provide for efficient use of resources to perform operations and maintenance tasks on the rail line.

Courtesy Chevrolet and Sanderson Ford are vendors on the State of Arizona Cooperative Contracts. Altec is a vendor on the Sourcewell Cooperative Contract. Cooperative Agreements are competitive contracts solicited and awarded by other public entities and whose cooperative language allows Valley Metro to utilize these contracts for its requirements.

COST AND BUDGET

The purchase of the vehicles will be a not to exceed amount of \$570,000. The cost includes extended warranties and sales taxes. The costs for the purchase of the vehicles are funded from member cities. All vehicles are included in the Valley Metro Rail Adopted FY22 Operating and Capital Budget.

COMMITTEE PROCESS

RTAG: September 21, 2021 for information
RMC: October 6, 2021 for action - approved
Board of Directors: October 21, 2021 for action

CONTACT

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

ATTACHMENTS

None

Information Summary

DATE

October 14, 2021

AGENDA ITEM 3**SUBJECT**

Valley Metro Small Business/Disadvantaged Business Outreach Information Summary

PURPOSE

To inform the Boards of Directors with a summary of the Valley Metro Small Business and Disadvantaged Business Enterprise efforts.

RECOMMENDATION

This item is presented for information and discussion only.

BACKGROUND | DISCUSSION | CONSIDERATION

Small Business Outreach is a requirement for all contracts that are funded through federal funds through the Federal Transit Administration (FTA). All companies bidding on a Valley Metro solicitation with federal funds are required to perform outreach efforts specific to Disadvantaged Business Enterprise (DBE) and Small Business participation. Valley Metro must solicit proposals from DBEs and Small Businesses, evaluate in good faith each DBE and Small Business proposal and communication selection decisions to DBEs and Small Businesses, including each rejection of a DBE or Small Business proposal.

Valley Metro places notices of sourcing events with:

- Other transit agencies
- Arizona Transit Association
- South West Transit Association
- Transit Talent website
- Arizona Business Gazette

Valley Metro provides all interested vendors including Small Business and DBE companies with resources to assist submitters in their outreach efforts. Valley Metro encourages:

- The use of the official DBE database containing eligible DBE firms certified by the Arizona Unified Certification Program (AZUCP)
- The City of Phoenix SBE Directory
- The Small Business Administration
- The Associated Minority Contractors Association of Arizona
- The Grand Canyon Minority Supplier Development Council



Valley Metro also provides information via the Valley Metro.org website DBE/Small Business Programs page and provides links to the Small Business and DBE Programs available and to City Partner Business Assistance page. Currently, Valley Metro does not have an automated way to gather the specific data within the financial and procurement systems on Small Businesses, DBE businesses or other minority-owned firms with whom we have a business relationship. In the new Enterprise Resource Planning (ERP) system the financial and procurement will have a more robust ability to collect and analyze specific Small Business and DBE data and information to enhance and support outreach for solicitation and informal procurement processes. Additionally, Valley Metro utilizes efforts through two (2) positions to support DBE and Small Business efforts. The following information summarizes activities of those positions.

Small Business Outreach Administrator (Gary Flunoy)

- Mr. Flunoy has a professional/personal relationship with over 23 public and private organizations, including Arizona Department of Transportation (ADOT), Phoenix Minority Business Development Agency (MBDA) Center, Chicano Por la Casa, Arizona Attorney General's African American Advisory Council, and many of the Chamber of Commerce chapters throughout the Phoenix metropolitan area.
- Mr. Flunoy is also the President of Conference of Minority Transportation Officials (COMTO).
- By building these relationships Valley Metro opportunities for Small Businesses have been shared to these organizations and their memberships.

Contracts Specialist (Stephanie Winternheimer)

- Ms. Winternheimer reviews the City of Phoenix Diversity Compliance website (B2Gnow) and has been responsible for the contract compliance for the Disadvantage Business Enterprise (DBE) program, including adding new federally funded contracts into the system.
- Monitors and tracks federal contract and contractor performance.
- Presents DBE program requirements at pre-bid meetings and post-award meetings.
- Reviews recommended awardee equal opportunity outreach verification forms to determine responsiveness or non-responsiveness.
- Monitors prompt payment information for both Prime vendor and subcontractors.
- Receives and responds to inquiries from vendors, contractors, trade groups, agencies and the public concerning upcoming procurement opportunities and where they can obtain support services for new small businesses.

Current information about DBE and Small Business contracts indicates that Valley Metro has 41 contract records with the City of Phoenix Diversity Compliance website with a contract value of \$2,393,486,410.53 representing a total of 194 Prime and Subcontracts.



Gender	Count	Award Amount
Female	95	\$16,615,513
Male	98	\$27,011,642
Unassigned	1	\$174,928

Ethnicity	Count	Award Amount
African American	25	\$7,541,122
Asian Pacific American	2	\$118,082
Caucasian	83	\$14,960,705
Hispanic American	56	\$15,970,143
Native American	8	\$1,950,804
Other	1	\$30,000
Subcontinent Asian American	18	\$3,056,299
Unassigned	1	\$174,928

Valley Metro is transitioning to a new Enterprise Resource Planning (ERP) system, known as CORE, with a go-live date of July 1, 2021. The CORE system will prompt vendors to provide their small business information, including Minority Owned Business, Disadvantaged Business Enterprises, Women Owned Business, etc. CORE will assist Valley Metro in providing more direct information of available sourcing events to all businesses and will provide Procurement a more direct way to inform Small Businesses, DBE and minority-owned businesses of an upcoming opportunity with more Pre-Award meeting invitations and Post-Award meeting notices.

COST AND BUDGET

None

COMMITTEE PROCESS

None

CONTACT

Patty Clark
Chief Procurement Officer
602-262-7433
pclark@valleymetro.org

ATTACHMENT

None

Valley Metro Small Business/Disadvantaged Business Outreach

October 2021



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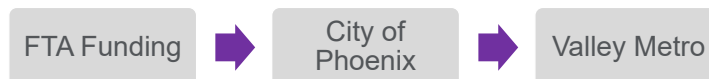
Disadvantage Business Enterprise Overview



As the designated recipient for the region, the City of Phoenix has established a Disadvantage Business Enterprise (DBE) program in accordance with the U.S Department of Transportation (USDOT).

Objective:

- Creates a level playing field which DBE firms can compete fairly for USDOT funded contracts
- Promotes the use of DBE firms in all types of federally assisted contracts and procurement activities
- Helps remove barriers to the participating DBE firms
- Assist in development of firms
- Ensures nondiscrimination in award and administration of contracts



The City of Phoenix current triennial goal is 8.20% DBE participation across the region

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Valley Metro DBE Overview

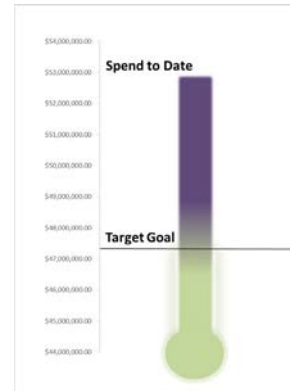


DBE Process Summary

- City of Phoenix provides DBE requirements that Valley Metro includes in our federally funded solicitations.
- These requirements are discussed with bidders during Pre-Offer conference.
- To be considered for an award all proposals must identify proposed DBE /SBE subcontractors.
- Valley Metro and City of Phoenix approves the successful bidder DBE/SBE plan including the spending commitment.
- Valley Metro meets with the successful bidder to review DBE requirements and provide training.
- Valley Metro review primes reporting and monitors through B2GNow system.

DBE Results Summary

- 50 DBE Contract Commitments
- **\$47,246,071.52** DBE Target
- **\$52,969,850.82** DBE Spend to Date



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Best Practices and Outreach



- **Valley Metro has a DBE & Small Business Outreach Administrator who works to connect prime contractors to DBE /SBE subcontractors**
- **Making interested Prime contractors aware of potential SBE/ DBE subcontractors**
- **Making DBE /SBE subcontractors aware of VM opportunities**
- **Ongoing outreach:**
 - Contractor / Consultant Check-ins
 - Participation in local outreach events

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Information Summary

DATE

October 14, 2021

AGENDA ITEM 4**SUBJECT**

Future Agenda Items Request and Report on Current Events

PURPOSE

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

COST AND BUDGET

None

RECOMMENDATION

This item is presented for information only.

BACKGROUND/DISCUSSION/CONSIDERATION

None

COMMITTEE ACTION

None

CONTACT

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ssmith@valleymetro.org

ATTACHMENT

None

Pending Items Request

Item Requested	Date Requested	Planned Follow-up Date