



Agenda

June 9, 2022

Updated June 13, 2022

Joint Meeting Agenda

Valley Metro RPTA

And

Valley Metro Rail

Thursday, June 16, 2022

Valley Metro, 101 N. 1st Avenue, 10th Floor

Boardroom/Webex

11:15 a.m.

Action Recommended

1. Public Comment

1. For Information

The public will be provided with an opportunity at this time to address the committees on **non-agenda items and all action agenda items**. Up to three minutes will be provided per speaker unless the Chair allows more at his/her discretion. A total of 16 minutes for all speakers will be provided.

2. Chief Executive Officer's Report

2. For information

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

3. Audit and Finance Subcommittee Update

3. For information

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

CONSENT AGENDA

4A. Minutes

4A. For action

Minutes from the May 19, 2022 Joint Board meeting are presented for approval.

4B. Fiscal Year 2023 (FY23) Intergovernmental Agreements (IGA)

4B. For action

Staff recommends that the Boards of Directors authorize the CEO to execute the FY23 IGAs and IGA amendments as listed and for the periods of performance.

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4C. Authorization to Continue the Purchase of IT Hardware and Maintenance Agreements for FY 2023

4C. For action

Staff recommends that the Boards of Directors authorize the CEO to continue procuring necessary IT hardware and maintenance agreements. The period of authorization will cover FY 2023 – FY 2026 in an amount not to exceed \$608,800, plus a 10% contingency of \$60,880, for a total not-to-exceed authorization amount of \$669,680.

4D. Authorization to Continue the Purchase of IT Professional Services for FY 2023

4D. For action

Staff recommends that the Boards of Directors authorize the CEO to continue procuring necessary IT professional services. The period of authorization will cover FY 2023 – FY 2026 in an amount not to exceed \$1,994,900, plus a 16% contingency of \$299,300, for a total not-to-exceed authorization amount of \$2,294,200.

4E. Authorization to Continue the Purchase of Software Subscriptions and Maintenance Agreements in FY 2023

4E. For action

Staff recommends that the Boards of Directors authorize the CEO to continue procuring necessary software subscriptions and maintenance agreements. The period of authorization will cover FY 2023 – FY 2026 in an amount not to exceed \$2,422,500, plus a 10% contingency of \$242,300, for a total not-to-exceed authorization amount of \$2,664,800.

4F. Authorization to Issue a Request for Proposals (RFP) for the 2023 Origin and Destination Study

4F. For action

Staff recommends that the Boards of Directors authorize the CEO to issue an RFP for the 2023 Origins and Destinations Study.

4G. Authorization to Issue a Request for Proposals for Federal Legislative Consulting Services

4G. For action

Staff recommends that the Boards of Directors authorize the CEO to issue a request for proposals (RFP) to retain federal legislative consultant services for a two-year base period with three one-year options for a total of five years.



4H. Authorization to Issue a Request for Proposals for State Legislative Consulting Services

4H. For action

Staff recommends that the Boards of Directors authorize the CEO to issue a request for proposals (RFP) for state legislative consultant services for a two-year base period with three one-year options for a total of five years.

4I. Enterprise Resource Planning (ERP)/Enterprise Resource Management (EAM) Contract Authority Increase for EAM

4I. For action

Staff recommends that the Boards of Directors authorize the CEO to increase the contract expenditure authority for the ERP/EAM System Implementation contract with Denovo Ventures, LLC by \$612,196.

4J. Public Transportation Safety Agency Plan (PTASP) Annual Review

4J. For action

Staff recommends that the Boards of Directors approve the Public Transportation Safety Agency Plan (PTASP) Annual Review.

4K. National Recruitment Services Contract Awards

4K. For action

Staff recommends that the Boards of Directors authorize the CEO to execute one-year base contracts with two one-year extension options, with KL2 Connects LLC and Krauthamer & Associates for on-call National Transit Recruitment Services in a total amount not to exceed \$205,000 plus 10% contingency of \$20,500.

REGULAR AGENDA

5. Fiscal Year 2023 Valley Metro RPTA and Valley Metro Rail Proposed Operating and Capital Budgets

5. For information

Jim Hillyard, Acting Chief Financial Officer, will highlight the recommended elimination of the Operating Contingency from both the proposed RPTA and VMR Operating budgets and to summarize the purpose of the June Executive Session.

Official action for the Valley Metro RPTA and Valley Metro Rail FY23 budgets will be taken on the individual agency agendas.



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. Report on Current Events and Suggested Future Agenda Items

7. For information

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

8. Executive Session

8. For action

The Boards will consider a request to adjourn the Regular Meeting and hold an executive session pursuant to Ariz. Rev. Stat. § 38-431.03(A)(4) for discussion with the General Counsel or attorneys for the organization for legal advice concerning the following contracts that are the subject of negotiations and to instruct the General Counsel and attorneys for the organization in such negotiations: First Transit, Total Transit, ACI, Allied Universal Security, DMS, and TransDev.

9. Next Meeting

9. For information

The next meeting of the Joint Boards is scheduled for **Thursday, August 18, 2022 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 602-261-2039. 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

June 13, 2022

AGENDA ITEM 4K**SUBJECT**

National Recruitment Services Contract Awards

PURPOSE

To request authorization for the Chief Executive Officer (CEO) to execute a one-year base contract with two one-year extension options, with two firms for on-call National Transit Recruitment Services.

RECOMMENDATION

Staff recommends that the Boards of Directors authorize the CEO to execute one-year base contracts with two one-year extension options, with KL2 Connects LLC and Krauthamer & Associates for on-call National Transit Recruitment Services in a total amount not to exceed \$205,000 plus 10% contingency of \$20,500.

BACKGROUND | DISCUSSION | CONSIDERATION

Valley Metro leadership is charged with building a team that is capable, focused and empowered to deliver a transit system that brings value to communities across the Valley.

In the months ahead, Valley Metro will resource and align key positions to ensure we are poised for success. Critical leadership positions to be filled include Chief Financial Officer; Chief Administrative Officer; Chief Procurement Officer; and General Counsel.

Staff recommends engaging external assistance through recruiting firm(s) experienced in public sector executive searches within the specific disciplines we are seeking. These firm(s) would support the Valley Metro Boards and executive team through search processes inclusive of recruitment planning, candidate search and selection, and candidate placement. Valley Metro Board members and member city staff would be active partners in these processes, assisting with interviews and assessments of technical skills and organizational fit. A detailed recruitment program for each position will be defined through the recruitment planning process.

In May 2022, the Boards of Directors authorized the CEO to issue a competitive solicitation for National Transit Recruitment Firms. Valley Metro issued a request for qualifications (RFQ) for on-call contracts to provide the recruitment services.



A selection committee consisting of two Valley Metro staff and a representative from the City of Goodyear evaluated the proposals on a set of pre-defined evaluation criteria:

- Experience & Capacity of Firm (Maximum 350 Points)
- Qualifications & Experience of Key Personnel (Maximum 350 Points)
- Method of Approach (Maximum 300 Points)

The selection committee reviewed the Statements of Qualifications from the following six offerors:

- vTech Solution Inc.
- Spirit Consulting
- Krauthamer & Associates LLC
- LanceSoft, Inc.
- KL2 Connects LLC
- Talent Advisory Group LLC

The firms were evaluated and scored based on their qualification statements and demonstrated expertise as it results to evaluation criteria.

The evaluation committee recommends issuing on-call contracts with the firms that are shown in bold text:

Firms	POINTS
KL2 Connects LLC	913
Krauthamer & Associates LLC	943
LanceSoft, Inc.	717
Spirit Consulting	766
Talent Advisory Group LLC	719
vTech Solution Inc.	690

COST AND BUDGET

Valley Metro plans to engage recruitment services for four vacant leadership positions starting in FY23 at a cost of \$205,000 with a 10% contingency of \$20,500 for the initial term of one-year with two one-year extensions.

As vacant leadership or hard to fill positions are identified Valley Metro staff will return with a request to increase contract authority if needed to be approved by the Boards of Directors.

**COMMITTEE PROCESS**

Boards of Directors: June 16, 2022 for action

CONTACT

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ATTACHMENT

None