MEETINGS OF THE

Boards of Directors

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

Date:

December 1, 2022

Starting Time

12:15 a.m.

Meetings to occur sequentially

Location:

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

If you require assistance accessing the meetings on the 10th floor, call 602.262.7433.

Agenda

November 23, 2022

Joint Meeting Agenda
Valley Metro RPTA
And
Valley Metro Rail
Thursday, December 1, 2022
Valley Metro, 101 N. 1st Avenue, 10th Floor
Boardroom/Webex
12:15 p.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 Jessica Mefford-Miller, CEO, will brief the Joint Boards 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 October 27, 2022 Joint Board meeting are presented for approval.	4A. For action
4B. Authorization to issue a competitive solicitation for a Classification and Total Compensation Study Staff recommends that the the Boards of Directors authorization for the CEO to issue a request for proposals (RFP) to conduct a Classification and Total Compensation Study for Valley Metro staff.	4B. For action

4C. Authorization to Continue the Purchase of Payroll Services for FY2023 – FY2024 — 4C. For action

Staff recommends that the Board of Directors authorize the CEO to continue procuring necessary payroll services through December of 2023. The period of authorization will cover FY2023 and FY2024 in an amount not to exceed $275,000, plus a 10% contingency of $27,500, for a total not-to-exceed authorization of $302,500.

4D. B2G Software Subscription and Maintenance Agreement Renewal — 4D. For action

Staff recommends that the Boards of Directors authorize the CEO to continue using this necessary software subscription and maintenance agreement. The period of authorization will cover FY 2022 – FY 2025 in an amount not to exceed $23,258.

4E. Authorization to Issue a Strategic Planning Request for Proposals — 4E. For action

Staff recommends that the Boards of Directors authorize the CEO to issue a request for proposals for strategic plan development.

REGULAR AGENDA

5. Federal Government Relations Consulting Services Contract Award — 5. For action

Staff recommends that the Boards of Directors authorize the CEO to execute a contract with Cardinal Infrastructure, to provide Federal Government Relations Consulting Services to Valley Metro for two years, with three one-year options. The total contract value will not exceed $1,191,370, for the base and option years which includes a 10% contingency.

6. State Government Relations Consulting Services Contract Award — 6. For action

Staff recommends that the Boards of Directors authorize the CEO to execute a contract with Highground/Kruse Group Joint Venture to provide State Government Relations Consulting Services to Valley Metro for two years, with three one-year options. The total contract value will not exceed

$516,000 for the base and option years which includes a 10% contingency.

7.	Fare Collection System Modernization (FCSM) Project Update	7. For information

Staff will present an update on the Fare Collection System Modernization (FCSM) project.

8.	Quarterly Reports	8. For information

Fiscal Year 2023 Quarterly Reports are presented for information.

9.	Travel, Expenditures and Solicitations	9. For information

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

10.	Report on Current Events and Suggested Future Agenda Items	10. For information

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

11.	Next Meeting	11. For information

The next meeting of the Boards of Directors is scheduled for **Thursday, January 19, 2023 at 11:15 a.m.**

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

Information Summary

DATE **AGENDA ITEM 1**
November 23, 2022

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
Jessica Mefford-Miller
Chief Executive Officer
602-262-7433
jmeffordmiller@valleymetro.org

ATTACHMENT
None

Information Summary

DATE **AGENDA ITEM 2**
November 23, 2022

SUBJECT
Chief Executive Officer's Report

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

COST AND BUDGET
None

RECOMMENDATION
This item is presented for information only.

BACKGROUND | DISCUSSION | CONSIDERATION
None

COMMITTEE PROCESS
None

CONTACT
Jessica Mefford-Miller
Chief Executive Officer
602-262-7433
jmeffordmiller@valleymetro.org

ATTACHMENT
None

Information Summary

DATE **AGENDA ITEM 3**
November 23, 2022

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 November 3, 2022 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 November 3, 2022 AFS meeting minutes

Minutes

November 23, 2022 **AGENDA ITEM X**

Audit and Finance Subcommittee
Thursday, November 3, 2022
Via WebEx/Phone
12:00 p.m.

Meeting Participants
Councilmember Bill Stipp, City of Goodyear - **CHAIR**
Mayor Brigette Peterson, Town of Gilbert (phone)
Vice Mayor Laura Pastor, City of Phoenix
Councilmember Francisco Heredia, City of Mesa (phone)

Members not present:
Councilmember Clay Goodman, City of Buckeye

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

(Meeting in Progress)

1. Public Comment

Mr. Crowley said (In progress) that's $350 million and that's allocated a thousand million because it's $1.1 billion that how is that going to be and is it the rail that needs to be, you know, addressed and that and one of your agenda items in here has one of the rail cars that was in an accident. And you guys are trying to get whatever to salvage to make a new car out of it. You're paying $700,000. I'm not sure what it's going to cost to get it back up to the reality, but those are the numbers for replacement and such and it's not what I'm aware of and how it's going and how you were able to input into that.

I've got a bus map here and it shows all of the routes on the super grid that you had not put in. And what I need you to do is get with that evil organization across the street and tell them these are things that need to be done. That it shouldn't be on performance, it needs to be on density and congestion are the reasons that you need to be putting a bus on the street. And I'm looking at if there is a major roadway and it's good enough for the car, we need to have a bus there because that's a part -- what we have them out there for is air quality. Performance, bunk. But in their plan and that it doesn't have anything in here for replenishing and that.

And now, I got to get those other two items done in less than 50 seconds. My favorite thing, giving money to people to lobby for you. I've often asked, what is it that you're sending them to do? Well, you need to send something over to MAG to make it a right plan and have it -- them doing that. I don't want to point out that my buddy, Chuck has been your guy for how long and what has he got accomplished, what did you do.

On the federal side, did they kiss you because I'm not going to say sexual innuendos, but something got a lot more money –

Ms. Dillon said Mr. Crowley --

Mr. Crowley said -- and they did it how –

Ms. Dillon said Mr. Crowley.

Mr. Crowley said -- and that you got to –

Ms. Dillon said Mr. Crowley, you cannot speak like that here.

Mr. Crowley said huh?

Ms. Dillon said you can't -- you cannot accuse our staff of that.

Mr. Crowley said I wasn't.

Ms. Dillon said Mr. Crowley continue your comments and finish.

Mr. Crowley said I was talking about lobbyist –

Ms. Dillon said please finish your comments.

Mr. Crowley said -- the federal lobbyists.

Ms. Dillon said please finish your comments so that we can proceed.

Chair Stipp said you got a little out of hand, Blue, so let's just –

Mr. Crowley said okay. I'm talking at the federal lobbyists and what they did to you and what this organization had to do and that you have changed the way you do things because they did it so negatively and we rehire them again.

Ms. Dillon said thank you, Mr. Crowley. Your time is up.

Chair Stipp said thank you, Mr. Crowley.

2. Chief Financial Officer's Update

Ms. Mefford-Miller said I have one item and then Tyler, I'll kick it over to you. The one item I would like to share which has already been communicate yesterday. We are delighted to announce that we have selected the next Chief Chief Financial Officer for Valley Metro.

That is Ken Kessler. Ken, I believe is joining us on the phone today. After a nationwide search, we agreed unanimously between Valley Metro staff, member city staff and AFS members who participated in the process that Mr. Kessler will be an excellent candidate to serve as our next Chief Financial Officer. He comes to us with a very strong background in finance, specifically, within the transit industry and he is well respected across the Valley.

I want to commend the Valley Metro Finance team including Tyler Olson whose presence in the room today for the leadership that they've been providing through the FY23 and now, the FY24 budget process. I thank them for their continued work as well as that of Jim Hillyard who can't be with us today. That's my only update.

Tyler, do you have other items to report?

Mr. Olson said thank you, Jessica. The only other update just to let the Subcommittee know we did deliver the preliminary operating transit budgets on October 31st to Financial Working Group staff. I have received some -- a few questions, but that is the not to exceed budget that we shared the process with and the timing and the assumptions with Subcommittee as well. So that's my update.

Chair Stipp said awesome. Thank you, Tyler. Thank you, Jessica.

3. Minutes

The minutes from the October 13, 2022, Audit and Finance Subcommittee meeting are presented for approval.

Chair Stipp said those were distributed in our packet so baring any changes I'll entertain a motion to approve the minutes from the Audit and Finance Subcommittee.

Motion by Vice Mayor Pastor, second by Councilmember Heredia.

Any discussion? All in favor, say aye. Item passes.

IT WAS MOVED BY VICE MAYOR PASTOR, SECONDED BY COUNCILMEMBER HEREDIA AND UNANIMOUSLY CARRIED TO APPROVE THE OCTOBER 13, 2022 AFS MEETING MINUTES.

4. FY23 1st Quarter Budget Variance Review

Chair Stipp said the next item on the agenda is the FY23 1st Quarter Budget Variance Review.

Mr. Olson said thank you, Chair. Members of the Subcommittee, I'll quickly walk through our first quarter budget versus actual beginning with RPTA and then moving into VMR. So first quarter, our target spend would be 25%, still early on so quite a few underruns thus far.

Starting with RPTA. Total sources of funds for operating so excluding the passthroughs to Valley Metro Rail, we're at $189 million. We received $4.5 million are recorded, $4.5 million revenues for RPTA. It's very early in the year so not all cities have signed their annual IGAs for billing purposes, so we expect that to catch up, combined with some of the Finance Division vacancies have delayed the recording of some of these revenues. So we'll catch up as we move into future quarters.

Good news is fares are slightly higher than planned. We're at 26% thus far and I do want to mention the ARPA COVID relief, just as a reminder, RPTA does not have any left. The City of Phoenix service that we purchase and fund with PTF on members' behalf does have some ARPA funds where you're seeing there.

Moving on to capital. I do want to note that this slide has been updated to reflect the sources. We inadvertently sent out the expenses in your packet, so this is updated information. Excluding the passthroughs, we've collected approximately $3.9 million in revenues although we really haven't expended much in the way of capital thus far this year.

Moving to expenses, uses of funds on operating. Total budget and actual and variance shown for each of these categories. Excluding passthrough funds, we're just under $43 million for the year so total spent thus far 23%.

Allocated indirect costs are a little bit higher than planned in the handout just want to mention that. This is due to our miss in the budget team that Jim Hillyard mentioned last month that we'll do a mid-year (inaudible) to correct that.

Moving on to capital. $3.4 million spent through Q1. Primarily, on fleet and facilities. Again, it's really around the delivery dates of those vehicles. Obviously, we have a lot more planned for this year, so we'll grow into that number as we move forward. Total RPTA capital at 5% spent so the combined total operating capital budget including the passthroughs to VMR, we're at 15% thus far.

So overall, the operating capital budget is within plan, however, I've got a summary of some of the variances that you've seen in your handout. All items that we're focusing on are $50,000 and 3% over budget thus far. In regional services, we're seeing some line items higher than plan due to seasonality which is kind of a common theme at this point in the year. We're paying annual agreements, you know, earlier in the year. We also have four months of rent in there so although it looks over it's really just a seasonality issue.

And same thing with administration and finance, we have a lot of annual memberships that we pay upfront so that will balance out as we move further into the year.

On the capital side, computers and software costs are slightly higher than plan due to our new financial system, some of the final payments that have continued into FY23. We assumed we'd be finished in FY22 so it's really just a timing difference in getting that work done and then those milestone payments.

Any questions before I move on to Valley Metro Rail?

Chair Stipp said does anyone have questions for Tyler? I just have one on that overage that Jim spoke about at the last meeting which I was not at, and I think I may have missed it. Was that -- has that information been communicated to the entire Board?

Mr. Olson said it's been communicated to the Financial Working Group and this Subcommittee, and we plan on communicating that as part of the midyear budget adjustment if that's okay.

Chair Stipp said oh, okay. All right. So the staff is aware of it, just the rest of the Board is not.

Mr. Olson said yes, sir.

Chair Stipp said okay. Thank you.

Mr. Olson said you bet.

Chair Stipp said yeah. I missed that last update so.

Mr. Olson said all right. So Valley Metro Rail. Again, not going to spend a whole lot of time on revenues. We're at $1.1 million thus far on the revenue side of things for operating capital just under $630,000.

Moving on to the expenses. Total operating budget, we're at $17.5 million spent to date so 19% versus target. Future project development typically lags a little bit based upon some of those studies and work that our contractors are doing. And so we'll expect that to catch up as we move forward and get into some of those studies planned for the year.

Capital side of things. $70.4 million spent. Largest contributing factors are two projects under current construction, obviously, South Central Extension and the Northwest Extension. Overall, combined operating and capital budget is 18% spent to date.

Moving on to some of the variance notes. On the Tempe Streetcar operations and maintenance, we do have a trend in our transportation contractor a bit higher than planned, but that's really due to some of the vacancies that we've been experiencing with that contract. We will continue to monitor that trend as new rates are implemented so just have some additional overtime to cover and make sure service gets out and delivered.

On the maintenance of way side of things, we're purchasing fare collection system parts particularly for our ticket vending machines to combat some of the maintenance challenges that we've been experiencing in recent months. Frankly, we should have, you know, in additional parts based upon the age of our existing TBMs that will be replaced. In FY24, we'll be sure to correct this budget in the FY24 budget development process for parts.

Administrative support, we do have a little bit of carryover. It's a credit from prior year -- oh.

Chair Stipp said can you go back to this slide, Tyler? Did -- is the VMR Board aware of this Tempe Streetcar or is Tempe aware of it? That overtime issue.

Mr. Olson said we do provide monthly budget to actual reports. We just sent that out to Financial Working Group, so they do have the budget actuals.

Chair Stipp said oh, so the VMR Board hasn't seen that yet?

Mr. Olson said correct.

Chair Stipp said okay.

Mr. Olson said yeah. We typically don't share the monthly expenses with the VMR Board. We do share the quarterly which is at a higher level. So Tempe Streetcar budget as a whole, for example, operating light rail as a whole, you know, bus, same thing.

Chair Stipp said okay. You know, since half the -- well, actually, only two of the Board members on this Committee sit on VMR so that would be Councilmember Heredia and Vice Mayor Pastor, I'm super sensitive to the -- any issue dealing with the City of Tempe and making sure that as a customer, they're well taken care of so I don't know if there's - they're aware of it?

Ms. Mefford-Miller said yeah. Chair Stipp, we can provide follow-up information to Tempe staff as well as our Tempe Board member –

Chair Stipp said yeah. Let's do that.

Ms. Mefford-Miller said -- to make sure that they're aware of this. And Councilmember Heredia I believe is on the call as well, but we can follow-up with a memo that details the streetcar O&M costs to date. I would contrast it relative to bus. We've got a workforce shortage on bus, but we have a savings due to missed trips that's offsetting the overtime expense.

Chair Stipp said right.

Ms. Mefford-Miller said to date on light rail and on streetcar we're not missing trips. We're executing that service, but the contractor is leveraging overtime for operators and management team members to complete that. So they are incurring that overtime expense. We'd be happy to document that include the numbers as well as that explanation.

Chair Stipp said I just -- I'm being very overly sensitive, I guess, to City of Tempe and their -- I'm being sensitive to Tempe – we're always sensitive to Phoenix. But just making sure that they're kind of completely in the loop. Make, you know, that -- to try to help them through their -- as they navigate what their future transit situation looks like that's all.

Ms. Mefford-Miller said absolutely. We'll also work with ACI who's the contractor on this service to provide a projection regarding our workforce shortage. We have increased our hiring pipeline as we discussed at our last Board meeting, so I'm hopeful that those overtime hours will significantly diminish.

Chair Stipp said okay. Awesome. Thanks. Do you have a question?

Vice Mayor Pastor said I do have a question about exceeding target due to supervisor overtime because I heard that there was a savings -- not necessarily a savings, but there are vacancies. Are those dollars being used for this overtime?

Ms. Mefford-Miller said the supervisor overtime is actually supervisors who are operating in revenue service so there job is to be a supervisor, but they're also driving trains.

So they're working in excess of 40 hours a week to accomplish that. So there's -- there's a little bit of savings in terms of the overhead for the contractor because they have fewer full-time employees assigned to the contract, but in terms of the actual work hours, we're paying supervisor overtime instead of operator straight time – for some of that service being operated. So there's a new addition to cost.

Vice Mayor Pastor said right. Because of the supervisor role.

Ms. Mefford-Miller said exactly.

Vice Mayor Pastor said or level. Okay. I got it.

Ms. Mefford-Miller said we'd be happy to -- I think it would be helpful to spell that out and we'll work with our contractor ACI to obtain that payroll information so you can see what that cost looks like to date versus what it should look like when we are normally sourced and not leveraging supervisor OT to perform revenue service.

Chair Stipp said thanks.

Mr. Olson said you bet.

All right. So moving on to the capital side of things. Again, seasonality's key here. On Tempe Streetcar, the majority of the close outs are hitting early in the year so when you take 3/12s of that budget, it does look like it's over plan, but we will be within plan for the year. Same issue for South Central and Northwest II Extensions. We'll continue to monitor expenses for these projects. They're very dynamic construction projects. We typically do a full forecast with our project program controls team that manages that project with the FTA which has pre-approved total budget with FTA and the member cities. So we'll adjust accordingly, if needed, at midyear.

That concludes my presentation. I'd be happy to answer any other questions that you may have.

Chair Stipp said awesome. Are there any other questions for Tyler. Seeing none.

Thank you, Tyler. I appreciate that.

5. Internal Audit Update

Ms. Beckstrom said thank you, Mr. Chair. We just have a couple of updates this afternoon for you.

In regard to our Internal Audit work, we are in the middle of field work for our Operator Certification and Labor Review audit. We have completed site visits for rail, bus and paratransit contractors and we anticipate having this work done sometime in December for report out in the January AFS meeting.

We are also in the process of scoping out the Fare Collections Processes and Controls as well as the Reduce Fare Review audits. There may be some overlap on this audit with -- we just had a kick-off meeting today with the City of Phoenix Transit Department Compliance Unit. They are starting their fiscal year '22 oversight review. And so we're coordinating with them on those efforts to make sure we -- we're not hitting the same areas but we're complementing each other.

So that's what's going on internally, right now. Are there any questions so far?

Chair Stipp said I don't believe so. So go ahead.

Ms. Beckstrom said for the last month, Internal Audit's been tracking nine open audit recommendations. We currently have nine open audit recommendations. Many of those are related to updating the procurement manual and procedures related to procurement and we will work with the newly -- newly named CFO, Ken Kessler in the coming months to ensure the close out of those recommendations.

For the month of October, we also completed, as you see here, follow-up work on five recommendations that have been implemented and we were able to close those out related to the Travel audit, the Credit Card audit and then two of the IT audit findings.

That completes my report for this month.

Chair Stipp said awesome. Any questions? Seeing none.

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

Chair Stipp said this is for information only. AFS members are encouraged to review this information and get questions into the Valley Metro staff prior to the Board meeting which is December 1st. Okay. So unless anyone has anything pressing, I'll move on to Item 7.

7. Report on Current Events and Suggested Future Agenda Items

Chair Stipp said just as a reminder, we'll have some audit reports coming to us in January and then we -- there's also budget calendar items that come in January, so we get to start that in 2023. So seeing none.

The next meeting of the Audit and Finance Subcommittee is scheduled for November 3, 2022 at 12:00 p.m.

The meeting was adjourned.

With no further discussion the meeting adjourned at 12:26 p.m.

Minutes

November 23, 2022 **AGENDA ITEM 4A**

Joint Boards of Directors
Thursday, October 27, 2022
Lake Powell Conference Room/Webex
101 N. 1st Avenue, 10th Floor
11:15 a.m.

RPTA Meeting Participants
Vice Mayor Laura Pastor, City of Phoenix **- Chair**
Councilmember Bill Stipp, City of Goodyear – **Vice Chair**
Vice Mayor Veronica Malone, City of Avondale (phone)
Councilmember Clay Goodman, City of Buckeye (phone)
Vice Mayor Monica Dorcey, City of El Mirage (phone)
Mayor Brigette Peterson, Town of Gilbert (phone)
Councilmember Lauren Tolmachoff, City of Glendale
Supervisor Jack Sellers, Maricopa County
Councilmember Francisco Heredia, City of Mesa (phone)
Councilmember Jon Edwards, City of Peoria
Councilmember Kathy Littlefield, City of Scottsdale (phone)
Councilmember Chris Judd, City of Surprise
Vice Mayor Jennifer Adams, City of Tempe
Mayor Rui Pereira, Town of Wickenburg (phone)
Mayor Michael LeVault, Town of Youngtown

Members Not Present
Mayor Kevin Hartke, City of Chandler – **Treasurer**
Councilmember Mike Scharnow, Town of Fountain Hills
Councilmember Leah Martineau, Town of Queen Creek
Councilmember Aldofo Gamez, City of Tolleson

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

Chair Pastor called the meeting to order at 11:22 a.m. I will convene the meeting and welcome members to the October meeting. Pat, will you now call the roll.

Ms. Dillon said good morning, everyone.

City of Avondale, Vice Mayor Veronica Malone?
City of Buckeye, Councilmember Clay Goodman? Present.

City of Chandler, Mayor Kevin Hartke?
City of El Mirage, Vice Mayor Monica Dorsey? Present.
Town of Fountain Hills, Councilmember Mike Scharnow?
Town of Gilbert, Mayor Brigette Peterson? Here.
City of Glendale, Councilmember Lauren Tolmachoff? Here.
City of Goodyear, Councilmember Bill Stipp? Present.
Maricopa County, Supervisor Jack Sellers? Here.
City of Mesa, Councilmember Francisco Heredia? Here.
City of Peoria, Councilmember Jon Edwards? Here.
City of Phoenix, Vice Mayor Laura Pastor? Here.
Town of Queen Creek, Councilmember Leah Martineau?
City of Scottsdale, Councilmember Kathy Littlefield? Here.
City of Surprise, Councilmember Chris Judd? Present.
City of Tempe, Vice Mayor Jennifer Adams? Here.
City of Tolleson, Councilmember Adolfo Gamez?
Town of Wickenburg, Mayor Rui Pereira? Present.
Town of Youngtown, Mayor Michael LeVault? Yes, Pat, I'm here.

Ms. Dillon said thank you. Chair, we can proceed.

Chair Pastor said thank you, Pat. If a committee member would like to ask a question or make a comment during the meeting, please type your comment in the box and it will be read aloud and answered. All meeting attendees, please mute your computer microphone or phone.

1. Executive Session

Chair Pastor said may I have a motion to enter Executive Session and a second?

Motion by Unidentified, second by Councilmember Stipp.

Any discussion? Okay. I'm trying to train myself. All those in favor, please say aye. Any nays? Ayes, pass. We are now going into Executive Session.

Ms. Dillon said Board members that are currently joined us via Webex, if you could exit out of this Webex and use the confidential link that was emailed to you earlier in the past week and we'll meet you in the other room. Thank you.

IT WAS MOVED BY MAYOR PETERSON, SECONDED BY COUNCILMEMBER EDWARDS, AND UNANIMOUSLY CARRIED TO ENTER INTO EXECUTIVE SESSION.

Regular meeting adjourned at 11:23 a.m.

Executive Session convened at 11:23 a.m.

Chair Pastor reconvened the regular meeting at 12:44 p.m.

Chair Pastor said I am now reconvening the meeting.

2. Executive Session Action Items

Chair Pastor said do I have a motion?

A motion on behalf of VRM, I move to approve the first amendment to the CEO employment agreement as prepared by the Interim General Counsel.

Motion by Vice Mayor Pastor, second by Unidentified Speaker.

All those in favor, please say aye. Those that are not please say nays? Motion carries.

IT WAS MOVED BY VICE MAYOR PASTOR, SECONDED BY SUPERVISOR SELLERS, AND UNANIMOUSLY CARRIED TO APPROVE TO CONSIDER CHANGE(S) TO THE CHIEF EXECUTIVE OFFICER'S EMPLOYEMENT AGREEMENT.

The second vote. The motion should be on behalf of the RPTA. I move to approve the first amendment to the CEO employment agreement as prepared by the Interim General Counsel. Who would like to make that motion?

Motion by Councilmember Stipp, second by Councilmember Tolmachoff.

All those in favor, please say aye. Those that are not? Motion carries. Thank you.

IT WAS MOVED BY COUNCILMEMBER STIPP, SECONDED BY COUNCILMEMBER TOLMACHOFF AND UNANIMOUSLY CARRIED TO AMEND THE CHIEF EXECUTIVE OFFICER'S AGREEMENT AS PREPARED BY THE INTERIM GENERAL COUNSEL.

3. Public Comment

Chair Pastor said the public will be provided with the 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 her discretion. A total of 15 minutes for all speakers will be provided.

I believe we -- Blue's here.

Ms. Dillon said he is. We also -- Candace Carnegie. Go ahead.

Ms. Carnegie said Candace Carnegie. I came today because I take Valley Metro every day for where I need to go and everyday there's a bus driver that insults me by asking why I need the bus lowered. Because I'm not in a wheelchair and because I don't have crutches. It's a constant annoyance and it's completely disrespectful. I've had buses leave me. This past week a driver closed the door on my hand or my arm because he didn't want to lower the bus or pull it closer to the curb. I don't understand this. I file complaints all the time and there's no effective change and I'm tired of it.

I use the example of Starbucks from 2018 when two African American men were just sitting in a Starbucks waiting for a friend to come and they were arrested because a white female manager of that Starbucks called the police on them. Because of that instance that happened in Philadelphia, Starbucks closed their stores for half a day and that's over 3,000 stores that were retrained for bias training so they can better understand how not to treat people of other ethnicities and color differently or less than.

And what I can't understand is why Valley Metro won't do the same thing where you have a cleansing of the system, and you retrain everyone from the top down to better understand customer service. You keep saying how it's a big thing for you, but for me calling in all the time to say what I'm going through and then has to be funneled up someplace and I get apologize until I'm wasting half a day with minutia half the time.

So I came today to say stop talking about how you care about customers and do something about it. I'm at a point where I'm exhausted. It's not fair to me that you can't see my disability, but it's still there. And I'm not understanding why it's so hard for your drivers to push a button to lower the bus. That's all.

Chair Pastor said thank you.

Ms. Dillon said Mr. Crowley.

Mr. Crowley said the Governor vetoed this legislation. Jack's been working with MAG to try to get it redone, but when I hear that it's the legislature and Jack and MAG, where's the representative from here. Where's the transit member on that trying to make it a better document than what they turned in. Like, one of the things in here, it says that they're going to be funding the buses according to length and ridership. Where on the route are they going to be doing that and that's going to take out the rural routes.

Now, I've been up here saying, hey, these are things you need to do for the rural routes, you know, base it at the end point coming in and it works better and functions. But I did that for two years not knowing that this was done and that you guys had how much input onto the bus part? None at all.

In here also, it has a statement of transit asset management will be funded at 100% and I was asking what is transit asset management? And then when I went and read through it, it said transit asset management represents capital replacement cost needed to keep the system in good repair is funded at 100%. And then I look, and I see that it's funded not only at 100%, but it's funded for $1,100,000,000. Now, we have 70 units in our fleet, right? They cost between $5 and $7 million. They have a 30-year lifespan so some of them won't even necessitate being replaced by the time that document is done.

But when I do the math that the fed pay 80% of the cost on that thing, I go, okay, so we've got 70 and they cost a million a piece so that's $70 million. And you're saying that you have allocated out -- or MAG has with the help of light rail, $1,100,000,000. What's going on here?

But I don't see the same where it comes to acquiring the buses, expanding the service and like I said, where on the route are they doing this because what we need is the grid to be in filled and done and also, to expand and replace the rural routes that were taking away. And the way you have that wrote, sir, doesn't do it. And why don't we have input at MAG. Are these the second class?

Sorry for going over.

Chair Pastor said thank you.

4. Chief Executive Officer's Report

Ms. Mefford-Miller said good afternoon, again, Madam Chair, members of the Board and guests. I have just a few brief updates for you today.

Earlier this month, we celebrated the 35th annual Clean Air Campaign awards. This is part of our Commute Solutions program and in this program, we recognized a number of our clean air champions. We did this through a great program. We had over 300 attendees and kudos to the Valley Metro team led by Lillian Duarte who assembled this lovely, curated event. It was attended by Vice Mayor Pastor, Vice Mayor Adams, and Councilmember Tolmachoff as well as a number of community leaders. Our keynote address was given by the ever-entertaining Dan Harkins of Harkins Theaters and our master of ceremonies was Sean McLaughlin.

Just a word, next slide, please, on our Commute Solutions program. Valley Metro is proud to be the administrator of Maricopa County's Commute Solutions program, which is our county travel reduction program. Through that program our team and our partners work to reduce single-occupancy vehicle automobile trips by connecting people with carpooling, by administering our van pool program and facilitating commute being made by modes other than automobiles like biking and walking. Our

ShareTheRide app connects commuter with these resources and with one another. We currently have over 21,000 active users of ShareTheRide.com. We also have an online training program for our transportation coordinators, those are employee embedded within many of our buses across Maricopa County. Our van pool program did take a ridership hit during the pandemic, but I'm pleased to report that we're currently servicing over 1,500 van pools.

Right now, we are back over 200 van pools and we're seeing growth in that number. This is incredibly important part of our response to congestion and air pollution across Maricopa County.

I want to give an update on a maintenance forum that Valley Metro co-sponsored in coordination with the Arizona Transit Association. On October 12th and 13, we hosted a maintenance program at our Mesa Greenfield facility, and this was for contractors and transit service providers across the state of Arizona. We brought in original equipment manufacturers of vehicles and components and provided training to team members across these transit agencies and contractors. This is the first forum of its kind and I think it's a great example of knowledge sharing and collaboration because there are many different transit operators across Arizona and especially some of our smaller operators don't have access to the scope and scale of training programs that we do here at Valley Metro. I'd like to continue to see this training program. A strong skilled labor force within the transit industry is to the benefit of us all.

This has been a big week for service in Valley Metro. This past week Monday, October 24th was our bi-annual service change. In addition to modifying the schedules for a number of routes, we were pleased to work with the City of Mesa and Councilmember Heredia to launch the Mesa Fiesta bus. This is a neighborhood circulator that connects many of the popular business districts across the city of Mesa. It's currently free to riders and it's operated with a smaller vehicle that is more nimble and more able to serve those business districts.

The cities of Avondale and Goodyear also launched their WeRIDE Microtransit program. This was met by a corresponding change in the ZOOM fixed route bus schedule, so we are very optimistic about the success of this program and we're going to continue to support our partners in Avondale and Goodyear.

And, finally, I want to share news that we have been selected to host the American Public Transit Association's mid-year Safety and Risk Management seminar here in December. This means that safety and risk management professionals from across transit will convene here in Phoenix and our staff will be participating. I sent this information out to our city managers as well. We invite your teams if they'd like to participate in this risk management seminar.

And, finally, looking ahead at schedule. I want to note that our November Board meeting is actually being held December 1. I expect to have a rather full agenda as we won't have an official December board cycle.

That concludes my report out. Madam Chair, any questions for me?

Chair Pastor said any questions? I believe we don't have any questions. Thank you.

5. Audit and Finance Subcommittee Update

Chair Pastor said Councilman Stipp. I'm just joking. I happen to oversee AFS last week and here are some of the updates. I hope I'm not as in depth of what it is, but I will just say we did discuss the CFO recruitment update and where we were and where we are moving. FYI24 preliminary service level budget assumptions, you will be hearing later on the agency insurance renewal update. And then we adopted or accepted the Credit Card Transaction and the Travel Expense Audit.

Are there any questions? I don't hear any and I don't see any and I'm keep it moving.

6. Consent Agenda

Chair Pastor said the Consent Agenda is presented for action. Is there anybody that has any questions on the Consent Agenda. If not, can I have a motion and a second? Motion by Unidentified, second by Councilmember Tolmachoff.

Any discussion? No discussion. All those in favor, please say aye. Those that are not in favor? I don't hear any. The motion passes.

IT WAS MOVED BY MAYOR PETERSON, SECONDED BY COUNCILMEMBER TOLMACHOFF AND UNANIMOUSLY CARRIED TO APPROVE CONSENT AGENDA ITEMS 6A AND 6B.

7. Audit and Finance Subcommittee Charter Amendment

Ms. Mefford-Miller said I'd like Michael Wawro to handle this item. Mr. Wawro.

Mr. Wawro said thank you, Madam Chair and Board members. At the request of the AFS Chair, we were asked to bring for consideration changes that allow the CEO to recruit, hire and manage -- manage and discharge the CFO. The proposed redlines to the AFS charter align with the administrative code and provide a clear chain of authority for the incoming CFO. The redlines are provided in the materials that you have -- that you have before you today.

Could I get the next slide, please. You can see here a revised org chart. This is for illustration purposes only. This would be the effect of the changes in the -- in the AFS charter, changing a dotted line to a solid line for direct report of the CFO to the CEO.

The duties and powers of the AFS, quote, are to provide oversight of the financial activities and internal audit functions of RPTA and VMR. Those duties and powers remain unchanged. The only change to the AFS is while it will still continue to provide input, it will no longer formally oversee the CEO or be required to approve the CFO's annual performance evaluation. There are no other changes being requested especially ones that effect the Internal Auditor in this charter amendment.

The CEO and AFS have been working hard to select a new CFO. The effect of this change and the amendment to the CEO employment agreement that was discussed in Executive Session and passed a few moments ago will allow Valley Metro to wrap up the CFO recruitment without any further delay.

Thank you and I'm happy to answer any questions.

Ms. Mefford-Miller said I just want to make a quick note that we've got a lot of chief positions. Mr. Wawro, you mentioned earlier the Board would no longer oversee the duties of the CEO, but I believe you meant the CFO.

Mr. Wawro said CFO, that's correct. Thank you.

Ms. Mefford-Miller said yeah. Kind of a big deal.

Chair Pastor said yeah. It would have been a big deal. Are there any questions? I see none. Is there a motion?

Motion by Unidentified, second by Councilmember Stipp.

All those in favor, please say aye. Any nays? Thank you. The motion carries or passes.

IT WAS MOVED BY VICE MAYOR ADAMS, SECONDED BY COUNCILMEMBER STIPP AND UNANIMOUSLY CARRIED TO AMEND THE AUDIT AND FINANCE SUBCOMMITTEE CHARTER AS INDICATED.

8. <u>Insurance Renewal</u>

Ms. Mefford-Miller said this is also Mr. Wawro.

Mr. Wawro said thank you. Thank you, Chair and members. So you have insurance materials that are included in your packet and what a difference a year can make, right? So last year, Valley Metro experienced a 74% price increase for insurance coverage. This year, we did a little bit better at a 3% increase. And I really should just stop there, but I -- there are a few quick points that I want to make before we give this over to the Board for consideration.

Because of the date change of next Board meeting, we needed to present this renewal a month earlier than usual. Our partners at Alliant were very responsive to our needs and were able to come back to us with these quotes that you have before us in record time. They will continue to negotiate up until closer to our -- to the expiration of our policies to get the best rates possible and that's why you have the numbers presented to you as a not to exceed amount today.

I'd like to thank Ashley Groth in our office and all of the staff here at Valley Metro that provided information for us to take to the insurance market. This year provided some additional twists and turns concerning inflation that we had not been faced with before and our staff, many times short staffed, came through when we needed them.

We also usually proceed to take our proposal up through your staffs with roundtables and presentations at various meetings, which time did not allow us to do this cycle.

What we did do was develop a new presentation, which you've all been provided in your packets with the aim of making the information more accessible and digestible. I hope that you like it. The breakdown was provided simultaneously to all of your staffs and groups along with the Board earlier this week with the invitation to review and ask questions. We did receive some questions from staff and were able to answer those as they came along.

The types of coverage limits and SRIs for the upcoming year remain the same as last year. You'll notice the amount of property we're covering has grown and will continue to grow in years to come. The only other notable change is a bridge over the Tempe canal at Apache where ownership has not been finally determined yet. Because our rail runs over that bridge, our recommendation is to include it in our coverage at this time and address it again once we have more definitive information. The increase in premium related to that overall insurance cost is relatively negligible and the cost far outweighs the risk of not being covered should an incident occur on that bridge.

I realize that due to our shortened renewal schedule, you might have some questions or be passing along questions from some of your staffs and because of that our broker is here today and either one of us can answer any questions that you might have.

Chair Pastor said anyone have any questions? Doesn't look like it. Good job. May I have a motion?

Motion by Unidentified, second by Councilmember Stipp.

Any discussion? All those in favor, please say aye. Those that are not say nays. Motion carries. Thank you.

IT WAS MOVED BY VICE MAYOR ADAMS, SECONDED BY COUNCILMEMBER STIPP AND UNANIMOUSLY CARRIED TO AUTHORIZE THE CEO TO PURCHASE 2022-2-23 RENEWAL INSURANCE COVERAGE FOR VALLEY METRO IN AN AMOUNT NOT TO EXCEED $5,846,904.

9. Travel, Expenditures and Solicitations

Chair Pastor said the next item is for information only. Does anybody want a presentation on this item? Doesn't look like it. Thank you.

10. Report on Current Events and Suggested Future Agenda Items

Chair Pastor said is there anybody that wants to talk about any current events or any items in the future? All righty.

9. Next Meeting

The next meeting Joint Board meeting is scheduled for Thursday, December 1, 2022 at 11:15 a.m.

Chair Pastor said the next meeting will be a study session that will begin at 11:15 a.m. and then the Board meeting will begin at 12:15 on Thursday, December 1st, 2022.

The meeting was adjourned.

With no further discussion the meeting adjourned at 1:07 p.m.

Information Summary

DATE **AGENDA ITEM 4B**
November 23, 2022

SUBJECT
Authorization to issue a competitive solicitation for a Classification and Total Compensation Study

PURPOSE
To request authorization for the Chief Executive Officer (CEO) to issue a competitive solicitation for a Classification and Total Compensation Study for Valley Metro staff.

RECOMMENDATION
Staff recommends that the Boards of Directors authorize the CEO to issue a request for proposals (RFP) to conduct a Classifcation and Total Compensation Study for Valley Metro staff.

BACKGROUND | DISCUSSION | CONSIDERATION
In June 2022, the Boards of Directors approved the fiscal year 2023 budget which included a comprehensive classification and compensation study. Valley Metro last conducted an agency-wide classification and total compensation study in 2006.

The Classification and Total Compensation Study will evaluate Valley Metro's existing job classification, compensation, and benefits programs to ensure and maintain a competitive and equitable classification and total compensation system for all positions when considered in relation to each other (internally) and when compared to the external labor market where Valley Metro competes for talent. In addition, the study is to provide viable options and strategies that would enhance Valley Metro's ability to attract and retain a highly qualified, diverse, and motivated workforce over the next five to ten years.

The overall goals of a classification and compensation study include:

- ensuring market/internal structure alignment
- updating and simplifying classification structure(s)
- identifying paths for career progression
- addressing recruitment and retention needs
- reviewing and update job classifications for budgeted positions
- assessing employee benefits programs
- updating compensation philosophy

The results of this study will be used as a decision-making tool to update our current classification, compensation, and benefits structure.

Pending Board authorization in November 2022, staff projects that the solicitation and award process will be completed by March 2023 and the studies results will be available to inform the FY 2025 budget process.

COST AND BUDGET
The estimated cost for this study is $332,000 which will be completed in FY23. This study is fully funded within the RPTA FY23 Operating and Capital Budget and was included as part of the Board approved Valley Metro Recommendations. Sources of funds include public transportation funds (PTF), federal, and local funding.

COMMITTEE PROCESS
RTAG: October 18, 2022, for information
TMC/RMC: November 2, 2022, approved
Boards of Directors: December 1, 2022, for action

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ATTACHMENT
None

Information Summary

DATE **AGENDA ITEM 4C**

November 23, 2022

SUBJECT

Authorization to Continue the Purchase of Payroll Services for FY2023 – FY2024

PURPOSE

To request authorization for the Chief Executive Officer (CEO) to continue procuring payroll services to maintain Valley Metro's operations.

RECOMMENDATION

Staff recommends that the Board of Directors authorize the CEO to continue procuring necessary payroll services through December of 2023. The period of authorization will cover FY2023 and FY2024 in an amount not to exceed $275,000, plus a 10% contingency of $27,500, for a total not-to-exceed authorization of $302,500.

BACKGROUND | DISCUSSION | CONSIDERATION

Valley Metro had planned on converting to the Oracle ERP system payroll module to process payroll starting in December of 2022. During the payroll implementation two of three payroll staff, including the payroll manager, left the organization. As a result of their departures, there were insufficient staff resources available to complete the implementation. The payroll implementation was paused and is anticipated to be completed in January of 2024.

As a result, Valley Metro will continue to use ADP, a third-party payroll service provider, to provide payroll processing service until the Oracle ERP payroll module is implemented. ADP payroll processing services include issuing direct deposits and paychecks, issuance of annual W-2s, biometric scanners and timeclocks at the Valley Metro Operations and Maintenance Center and Customer Service center, and the licensing for employees use of the ADP platform.

The costs for payroll servicing during FY22 totaled $177,481. As payroll costs are variable based on the number of agency employees during a given pay period the estimate for FY2023 was adjusted to reflect the agency's current higher levels of vacancy. FY2024 costs are more than half of FY2023 budgeted costs as they include $5,000 for the issuance of calendar year 2023 W-2s.

	FY 2021 Actuals	FY 2022 Actuals	FY 2023 Budget	FY 2024 Proposed
ADP Costs	$167,966	$177,481	$180,000	$95,000
Contingency	N/A	N/A	$18,000	$9,500
Total	**$167,966**	**$177,481**	**$198,000**	**$104,500**

COST AND BUDGET
The funding for the continued use of ADP is included in the RPTA and VMR FY 2023 Operating and Capital Budgets. The total requested authorization is not to exceed $302,500.

COMMITTEE PROCESS
RTAG: October 18, 2022 for information
TMC/RMC: November 2, 2022 approved
AFS: November 3, 2022 for action
Board of Directors: December 1, 2022 for action

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ATTACHMENT
None

Information Summary

DATE
November 23, 2022

AGENDA ITEM 4D

SUBJECT
B2G Software Subscription and Maintenance Agreement Renewal

PURPOSE
To request authorization for the Chief Executive Officer (CEO) to renew an Agreement with the City of Phoenix to share a Service Agreement with B2Gnow that allows Valley Metro to monitor and maintain business diversity compliance of the Valley Metro executed contracts.

RECOMMENDATION
Staff recommends that the Boards of Directors authorize the CEO to continue using this necessary software subscription and maintenance agreement. The period of authorization will cover FY 2022 – FY 2025 in an amount not to exceed $23,258.

BACKGROUND | DISCUSSION | CONSIDERATION
This is a term renewal of an existing IGA between the City of Phoenix and Valley Metro that requires Board approval.

COST AND BUDGET
The funds for the software licensing and support outlined in this memo are already included in the RPTA and VMR FY 2022-23 Operating and Capital Budget requests and are included in the accompanying five-year budget projections (FY 2023 – FY 2027).

COMMITTEE ACTION
RTAG: October 18, 2022 for information
TMC/RMC: November 2, 2022 approved
Board of Directors: December 1, 2022 for action

CONTACT
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ATTACHMENT
None

Information Summary

DATE **AGENDA ITEM 4E**
November 23, 2022

SUBJECT
Authorization to Issue a Strategic Planning Request for Proposals

PURPOSE
Valley Metro and its member communities require a map forward that will help prioritize the policy, service, infrastructure, personnel and financial needs for the regional public transportation system for the 5-year period from FY2024 - FY2028. Valley Metro's most recent strategic plan was developed for FY2016 - FY2020 in 2015.

RECOMMENDATION
Staff recommends that the Boards of Directors authorize the Chief Executive Officer (CEO) to issue a request for proposals (RFP) for strategic plan development.

BACKGROUND | DISCUSSION | CONSIDERATION
The qualified firm or team will have extensive experience in developing strategic plans for large public entities like Valley Metro, preferbly in the public transit space. The selected firm will be responsible for providing facilitation and stratetgic planning services that will assist in guiding Valley Metro for the next five years. Potential strategic plan themes, from which goals, strategies and tactics will be developed could include:

1. Rider Experience
2. Mobility
3. Sustainability
4. People & Innovation
5. Regional Collaboration

This work would be guidied by a Strategic Planning Team, composed of Valley Metro leadership, Board Members, and key partners. Key deliverables of this work will include:

- Development of a plan framework and themes that reflect Valley Metro's mission of "Connecting Communities and Enhancing Lives"
- Engagement of Board Members, key partners, and member communities to evaluate Valley Metro's recent success in accomplshing its mission, and to assist in the development of future goals and strategies
- Development of an asessment of Valley Metro's organizational capacity to achieve the goals, including recommendations for adjustments to organizational structure, and identification of leaderhship and employee development needs

- Development of a timetable for implementation, inclusive of specific deliverables, benchmarks, and tasks to be accomplsihed to achieve goals
- Establish a framework and process for Valley Metro leadership to effecitvely implement the strategic plan, including monitoroing and communicationg progress toward goals
- Facilitation of meetings, preparation of plan documents

Existing documents and ongoing initiatives that will support the strategic plan development facilitated by this solicitation include member community strategic plans; local and regional transportation plans; market research activities including staff, rider, stakeholder, and public surveys; and a regional travel demand survey. Upcoming initiatives that would support plan execution will include development of a comprehensive operational analysis of the Valley Metro bus, paratransit, and Ride Choice systems and a Diversity, Equity, and Inclusion plan.

Pending Board authorization in December 2022, staff projects that the solicitation and award process will be completed by February 2023 and the plan product will be complete in the first quarter of FY24.

COST AND BUDGET
Staff is currently developing a scope of work for this effort. Estimated cost and sources of funds will be provided to the Boards of Directors in advance of the December 1, 2022 meetings.

COMMITTEE PROCESS
TMC/RMC: November 2, 2022, approved
Boards of Directors: December 1, 2022, for action

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ATTACHMENT
None

Information Summary

DATE **AGENDA ITEM 5**
November 23, 2022

SUBJECT
Federal Government Relations Consulting Services Contract Award

PURPOSE
Request authorization for the Chief Executive Officer (CEO) to execute a contract with Cardinal Infrastructure to provide Federal Government Relations Consulting Services to Valley Metro for two years, with three one-year options. The total contract value will not exceed $1,191,370 for the base and option years which includes a 10% contingency.

RECOMMENDATION
Staff recommends that the Boards of Directors authorize the CEO to execute a contract with Cardinal Infrastructure, to provide Federal Government Relations Consulting Services to Valley Metro for two years, with three one-year options. The total contract value will not exceed $1,191,370, for the base and option years which includes a 10% contingency.

BACKGROUND | DISCUSSION | CONSIDERATION
The current federal legislative consulting contract with Cardinal Infrastructure was issued in January 2018 as a five-year contract (two initial years, with three one-year options). The current contract monthly retainer is $16,000 a month and it expires December 31, 2022.

In June 2022, the Boards of Directors authorized 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. The estimated cost was to be $180,000 to $240,000 each year, on average, for a total contract award not-to-exceed $1,200,000 over a five-year period.

In September 2022, Valley Metro issued a Request for Proposals for this contract. Proposals were evaluated based on 1) Qualifications & Experience of the Firm and Key Personnel; 2) Understanding/Approach to the Scope of Services; 3) Overall Evaluation of the Proposal; and 4) Price Proposal.

Proposals were received by October 14, 2022. Three proposals were received and determined to be responsive from the following firms:

- Cardinal Infrastructure
- McKeon Group

- Squire Patton Boggs

The selection committee was comprised of three (3) Valley Metro staff and a staff member from the cities of Mesa, Phoenix, and Tempe. Committee members were chosen based on their expertise in government relations. At the conclusion of the evaluation process, the selection committee prepared its final scoring and ranking results as reflected below.

Federal Government Relations Consulting Service	Ranking
Cardinal Infrastructure	1st
McKeon Group	3rd
Squire Patton Boggs	2nd

The consensus of the selection committee determined that Cardinal Infrastructure as the most qualified, highest ranked and recommended firm to perform Federal Government Relations Consulting Services for Valley Metro.

Cardinal Infrastructure 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.

COST AND BUDGET

The initial year amount for this contract award is $204,000 or $17,000 a month. The total contract will not exceed $1,191,370 over the five-year period which includes a 10% contingency. Funds are accounted for annually in each agency's operating budget, evenly distributed between both agencies.

Expenditures for this contract remain in line with peer-agency expenditures for similar services for the type and amount of work. For comparison, peer transit agencies expend the following for federal representation (source: U.S. Senate Lobbying Disclosure Database):

- Seattle Sound Transit, $560,000/year or $46,666/month
- Utah Transit Authority $300,000/year or $25,000/month
- Regional Transportation District in Denver $280,000/year or $23,000/month
- Dallas Area Rapid Transit (DART), $240,000/year or $20,000/month
- *Valley Metro, $204,000/year or $17,000/month*
- Houston Metro, $200,000/year or $16,666/month
- Capital Metropolitan Transportation Authority in Austin, TX $200,000/year or $16,666/month
- Metro Transit in Minneapolis-St. Paul, $198,000/year or $16,500/month

Estimated costs for the Federal Government Relations Consulting contract were included in the Board approved FY23 Valley Metro Operating and Capital Budget. Costs for future years will be included in future year budgets and within the Five-Year Operating Forecast and Capital Program.

COMMITTEE ACTION
RTAG: October 18, 2022 for information
TMC/RMC: November 2, 2022 approved
Boards of Directors: December 1, 2022 for action

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ATTACHMENT
None

Information Summary

DATE **AGENDA ITEM 6**
November 23, 2022

SUBJECT
State Government Relations Consulting Services Contract Award

PURPOSE
Request authorization for the Chief Executive Officer (CEO) to execute a contract with Highground/Kruse Group Joint Venture to provide State Government Relations Consulting Services to Valley Metro for two years, with three one-year options. The total contract value will not exceed $498,100 for the base and option years which includes a 10% contingency.

RECOMMENDATION
Staff recommends that the Boards of Directors authorize the CEO to execute a contract with Highground/Kruse Group Joint Venture to provide State Government Relations Consulting Services to Valley Metro for two years, with three one-year options. The total contract value will not exceed $498,100 for the base and option years which includes a 10% contingency.

BACKGROUND | DISCUSSION | CONSIDERATION
The current state legislative consulting contract was issued in January 2018 to Highground/Kruse Group Joint Venture as a five-year contract (two initial years, with three one-year options). The current contract monthly retainer is $7,075 a month and expires December 31, 2022.

In June 2022, the Boards of Directors authorized the CEO to issue a request for proposals (RFP) to retain state legislative consultant services for a two-year base period with three one-year options for a total of five years. The estimated cost was to be $60,000 to $90,000 each year for a total contract award not-to-exceed $450,000 over a five-year period.

Valley Metro continues to have a need for government relations consulting support to successfully address activities at the state level including exploring options for extending Prop 400.

In September 2022, Valley Metro issued a Request for Proposals for this contract. Proposals were evaluated based on 1) Qualifications & Experience of the Firm and Key Personnel; 2) Understanding/Approach to the Scope of Services; 3) Overall Evaluation of the Proposal; and 4) Price Proposal.

Proposals were received by October 14, 2022. Two proposals were received and determined to be responsive from the following firms:

- Highground/Kruse Group Joint Venture
- Kutak Rock, LLP

The selection committee was comprised of three (3) Valley Metro staff and a staff member from the cities of Glendale, Mesa and Phoenix. Committee members were chosen based on their expertise in government relations. At the conclusion of the evaluation process, the selection committee prepared its final scoring and ranking results as reflected below:

State Government Relations Consulting Service	Ranking
Highground/Kruse Group	1st
Kutak Rock, LLP	2nd

The consensus of the selection committee determined that Highground/Kruse Group as the most qualified and highest ranked firm to perform State Government Relations Consulting services.

COST AND BUDGET

The initial year amount for this contract award is $87,000 or $7,250 a month. The total contract value will not exceed $498,100 for the 2-year base period and 3 one-year option years (total 5 years) which includes a 10% contingency. Funds are accounted for annually in each agency's operating budget, evenly distributed between both agencies.

Estimated costs for the State Government Relations Consulting contract were included in the Board approved FY23 Valley Metro Operating and Capital Budget. Costs for future years will be included in future year budgets and within the Five-Year Operating Forecast and Capital Program.

COMMITTEE ACTION

RTAG: October 18, 2022 for information
TMC/RMC: November 2, 2022 approved
Boards of Directors: December 1, 2022 for action

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ATTACHMENT
None

Information Summary

DATE **AGENDA ITEM 7**
November 23, 2022

SUBJECT
Fare Collection System Modernization (FCSM) Project Update

PURPOSE
To present an update on the Fare Collection System Modernization (FCSM) project.

RECOMMENDATION
This item is for information only.

BACKGROUND | DISCUSSION | CONSIDERATION
The Valley Metro region has been working on a multi-phase Fare Collection System Modernization (FCSM) project since 2015. At that time, Phoenix and Valley Metro retained the services of a fare collection consultant to aid the region in assessing options, writing detailed specifications, and guiding us through the procurement and contract processes. In July of 2020, we brought on board Vix Technology, and a variety of sub-consultant resources, to implement the new system.

The main elements of the modernization project include implementing a cloud-hosted mobile ticketing application and reloadable smartcard program to include a required Reduced Fare ID and registration process, a robust retail network for the smartcard program, and a call center for customer service for the new technology features.

This presentation highlights the following:

Project Goals:

- Improved fare payment options for customers
- Improved data collection and ridership/revenue reconciliation
- Increased control over media distribution and reduced fare use
- Explore longer term alternatives with phased implementation

Key Project Milestones:

- July 2021: Expedited mobile app launch featuring real-time bus/train tracking
- Dec. 2022: Public pilot for testing mobile fare and validators
- Early 2023: Mobile fare launch (or Phase 1 of the FCSM project)
- Dec. 2023/early 2024: Reloadable smartcard launch (Phase II)

Phasing of Feature Releases – Phase 1 – Mobile Fare

- 1-Ride and 1-Day passes (full and reduced) available in existing Valley Metro app

- Activate mobile passes on new bus and rail fare validators
- Customer service support from new Vix call center

Phasing of Feature Releases – Phase II – Reloadable Fare Cards

- Reduced fare ID outreach and applications
- Finalize start-up of new retail network for fare card purchases and reloads
- Environmental testing of Fare Vending Machines (FVMs)
- Fare policy updates for stored value and fare capping (Day, Month, possibly 7-Day)
- Reloadable fare card available to all transit users; purchase and load fare online, FVMs or at the retail network
- New fareboxes

COMMITTEE ACTION
RTAG: October 18, 2022 for information
TMC/RMC: November 2, 2022 for information
Boards of Directors: November 17, 2022 for information

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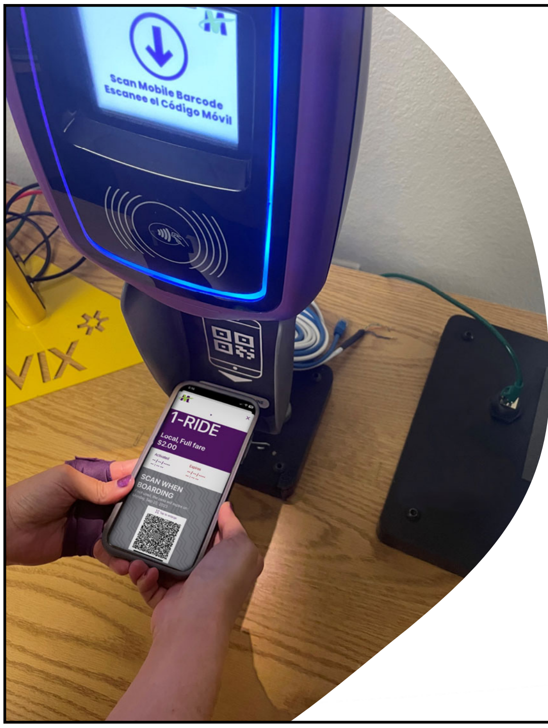
ATTACHMENT
None



Fare Collection System Modernization (FCSM) Project

December 2022

VALLEY METRO

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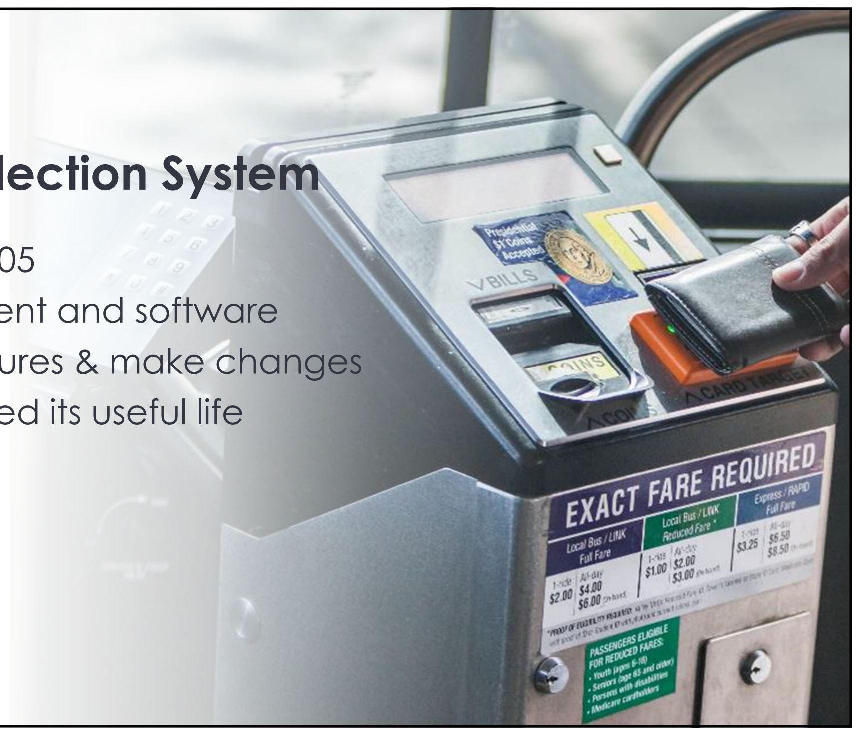
Current Fare Collection System

- Project began in 2005
- Proprietary equipment and software
- Difficult to add features & make changes
- System has exceeded its useful life



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Fare Collection System Modernization

- Regional Approach
- Project Goals
  - Improved Fare Payment Options
  - Improved Data Collection and Ridership/Revenue Reconciliation
  - Increased Control Over Media Distribution and Reduced Fare Programs
  - Explore Longer Term Alternatives with Phased Implementation

incomm VIX VALLEY METRO City of Phoenix PUBLIC TRANSIT DEPARTMENT Federal Transit Administration

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VALLEY METRO

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Regional Procurements

Contract	Scope	Vendor	Procuring Agency
Fare Collection System	New fare vending machines and fare readers, mobile app, software web, stored value	VIX	
Customer Service	Complement existing service, support FCSM	VIX	
Retail Network	Replace existing media supplier	incomm	
Farebox Replacement	Replace existing fareboxes on regional fleet	SB	

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VALLEY METRO

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Investment & Funding (millions)

Contract	Capital	Funding	Operating (Combined Yrs)	Funding	Operating Contract Years	Operating (Annual Avg)
Fare Collection System	$33.2	80% FTA 20% Prop 400	$28.0	Prop 400 Local	Base: 9 Options: 3, 3	$1.9
Customer Service	$1.9	Prop 400	$20.1	Prop 400	Base: 5 Options: 3, 2	$2.0
Retail Network	- -	- -	$9.3	Prop400	Base: 5 Options: 3, 2	$0.9
Farebox Replacement	$15.5	80% FTA 20% Prop 400	$45.3	Prop 400 Local	Base: 11 Options: N/A	$4.1
Total	**$50.6**		**$102.7**			**$8.9**

Regional Fare Revenues

FY19: $47.7M

FY22: $20.1M

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Key Project Milestones

- July 2021: Expedited mobile app
- Early 2023: Mobile fare launch (Phase I)
- Dec 2023/Early 2024: Reloadable fare card launch (Phase II)

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VALLEY METRO

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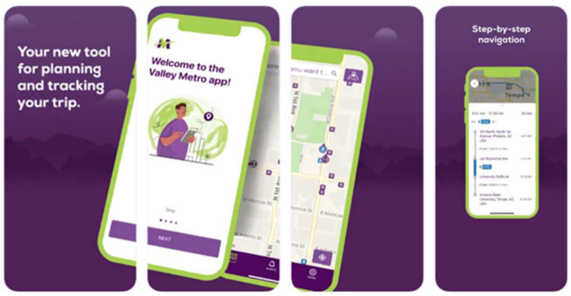
Valley Metro App

Platform	Rating	Reviews	Downloads (as of 9/30/22)
Android	4.3☆	659	73,097
iPhone	4.5☆	535	66,480
	4.4☆ avg.	1,120	139,577



July 2021 - Expedited Mobile App

Trip planning, real-time vehicle location, rider alerts

Early 2023 – Phase I Launch

Mobile fare

December 2023 – Phase II Launch

Stored value. Reloadable fare cards.

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Phase 1 – Early 2023

- Mobile fare
  - 1-Ride or 1-Day Pass
  - Full & reduced fare
- Purchase with debit/credit card or Google/Apple Pay
- Additional customer service support for fare

Note: All current fare options will be available during Phase 1

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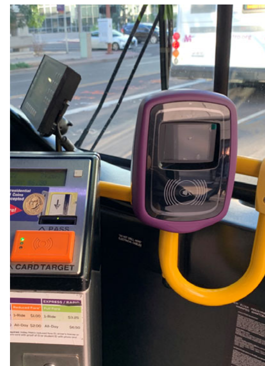
Phase 1 – New Hardware

- New fare readers at light rail stations and on all buses
- Streetcar fare readers installed after free fare period

Bus Fare Reader



Rail Fare Reader

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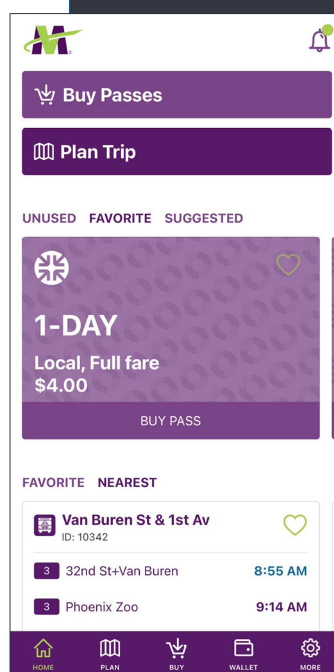
Phase 1 – Status

- Installation of hardware in process
- Testing underway
- Pilot testing (public) in late 2022
  - Mobile fare purchases
  - Pass activation with new fare readers



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Phase 2 – Late 2023/Early 2024

- Reloadable fare cards
- Enhanced retail network
- Mobile app and web-based fare purchases
- Account-based system
- Innovative fares (“fare capping”)

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Phase 2 – New Hardware

- Fare Vending Machines (FVMs)
  - Stations will have at least two FVMs
  - Higher volume stations or those with park-and-rides will have more than two
- New Fareboxes
  - Simplified, cash only

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Questions?

More information at ***valleymetro.org/faretechnology***

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Information Summary

DATE — **AGENDA ITEM 8**

November 23, 2022

SUBJECT
Quarterly Reports

PURPOSE
To provide an informational update of activities at Valley Metro.

COST AND BUDGET
None

RECOMMENDATION
This item is presented for information only.

BACKGROUND | DISCUSSION | CONSIDERATION
Quarterly Reports are provided as an informational update of Valley Metro activities

- Contracts Monitoring Report
- Operations
- Safety and Security
- Finance
- Capital and Service Development
- Communication & Strategic Initiatives
- Accessible Transit Services

COMMITTEE PROCESS
TMC/RMC: November 2, 2022 for information
Boards of Directors: December 1, 2022 for information

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Quarterly Report

FY23 Q1 | JULY - SEPTEMBER 2022

VALLEY METRO

Operations & Maintenance Highlights

Highlights by Service | July – September 2022

East Valley Bus

- 39% ridership increase from FY22 Q1
    - Seeing continued growth following COVID and related to seasonality
    - Express ridership is remaining steady with ~1,300 daily riders
- 86% on-time performance
- 96% of service miles completed
- Working to recruit 69 operators; of which, 40+ are in training
- Preparing for October service changes, including receipt of the new Mesa BUZZ vehicles

New Fiesta BUZZ Vehicles

West Valley Bus

- 11% ridership increase from FY22 Q1
- 86% on-time performance
- 95% of service miles completed
- Working to recruit seven operators

Total Ride at Job Fair

Light Rail

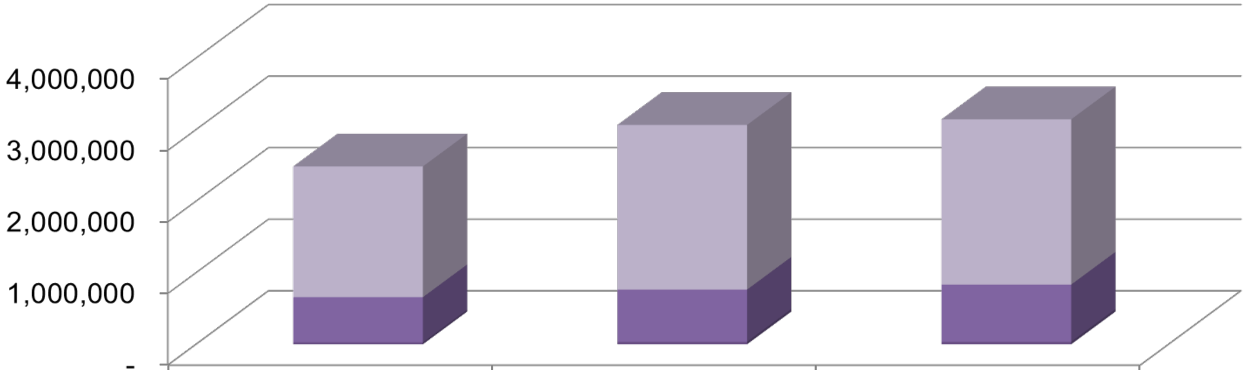
- 13% ridership increase from FY22 Q1
    - Seeing continued gains year over year, with a significant bump following the single-tracking event this summer
- 71% on-time performance impacted by bar signals
- Just below target (93% vs. 97%) for vehicle preventative maintenance
    - At 100% for systems preventative maintenance
- Working to recruit 70+ positions, including operators, technicians and cleaners
- Initiated rail platform construction to wire and install new fare readers

Welcome to Streetcar Riders

Streetcar

- 98,000 riders in this quarter
- Welcomed ASU riders to this new service
- Meeting revenue service with three cars + one spare
- Awaiting delivery of sixth car due in early 2023

Regional Ridership



	July	Aug	Sept
Bus	1,827,092	2,300,690	2,309,612
Light Rail	630,929	729,043	798,588
Streetcar	27,336	35,068	35,423

Operations & Maintenance Highlights

Highlights by Service | July – September 2022

Regional Ridership

	FY22 Q4	FY22 Q1	FY23 Q1
Bus	6,137,993	4,964,844	6,437,394
Light Rail	2,146,477	1,880,241	2,158,560
Streetcar	60,093	--	97,827
Total	**8,344,563**	**6,845,085**	**8,693,781**

Paratransit & RideChoice

- Slight decrease in paratransit trips (.3%) than FY22 Q1
- 15% more trips on RideChoice than FY22 Q1
- 83% on-time performance for paratransit
    - 76% for RideChoice
- Issued RFP for brokerage/administrative services
- Moved paratransit scheduling/dispatch software to VM IT, from Trapeze

Paratransit Ridership				
Performance Indicator	Target	FY22 Q4	FY22 Q1	FY23 Q1
One-Way Trips	--	71,336	72,062	71,827
On-Time Performance	≥ 95%	79.7%	89.6%	82.8%
Complaints Per 1,000 Trips	≤ 1.5	3.4	2.5	4.0
Gross Cost Per Trip Fully Allocated at Contractor Level **	--	$55.47	$54.60	$62.19

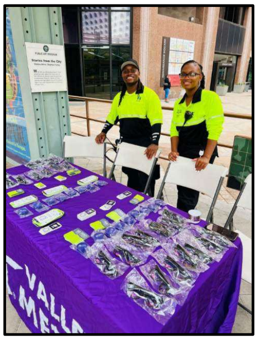
** Includes Fixed Costs, Fuel and LDs. Agency OH is not included.

RideChoice Ridership			
Performance Indicator	FY22 Q4	FY22 Q1	FY23 Q1
One-Way Trips	44,156	39,357	46,087
On-Time Performance	78.8%	95.6%*	76.5%
Complaints Per 1,000 Trips	0.6	2.0	0.6
Gross Cost Per Trip	$27.52	$21.66	$28.58

* Previous broker only reported trips that were late.

Customer Service & Customer Experience Coordinators (CECs)

- 3% less calls than FY22 Q1
- 20% less complaints than FY22 Q1
- 12,153 customer assists from CECs
    - Customer assists include answering questions, help with buying fare, etc.
- CECs supported streetcar ridership, VM "now hiring" efforts and rider hydration



CEC Hydration Event

Safety & Security Highlights

Highlights by Service | July – September 2022

Rail Safety

- 26 rail collisions through Sept. 2022, a 16% decrease as compared to same timeframe in 2021
- System reliability improved with 27% less mechanical failures than FY22 Q1
- Decreased red light overruns by 11% as compared to previous quarter

RPTA Bus Safety

- Six NTD-reportable bus collisions, a 2% increase as compared to previous quarter
- 8% increase in service reliability with less mechanical failures than previous quarter
- Five operator assaults, a 150% increase as compared to previous quarter

Rail Security

Securing the New Streetcar System

- Passenger assaults have increased from FY22 Q1
    - From 1.2/100k boardings to 2.2
- Security personnel assaults have decreased from FY22 Q1
    - From 1.3/100k boardings to .4
- 58% increase in Code of Conduct violations as compared to previous quarter
    - Related to open container and disorderly conduct, which results in removals/trespasses
- Streetcar, in its first full quarter, has experienced three Code of Conduct violations; no major criminal activity

RPTA Bus Security

- Decrease in Criminal Damage (-9%) and Disorderly Conduct (-22%) as compared to previous quarter
- Number of passenger (2) and operator assaults (4) remained consistent with previous quarter

(RPTA) Bus Safety Performance Targets FY23 Q1				
Category	Fatalities (total)	Injuries (total)	Safety Events (total)	System Reliability (Number of miles between major mechanical failures)
Actual	**0**	**1**	**6**	**46,450**

Agency Elected Safety Performance Targets			
Category	Employee Injuries	Passenger Falls on Revenue Service Vehicles	Operator Assaults
Actual	**0**	**19**	**5**

Safety & Security Highlights

Highlights by Service | July – September 2022

(VMR) Rail Safety Performance Targets CY2022				
Category	Fatalities (total)	Injuries (total)	Safety Events (total)	System Reliability (Number of major mechanical failures)
Target	0	<16	<36	<147
Actual	**1**	**9**	**26**	**178**

Agency Elected Safety Performance Targets – Calendar Year 2022			
Category	Employee Injuries	Passenger Falls on Revenue Service Vehicles	Operator Assaults
Target	<6.70	<13	<14
Actual	**1**	**8**	**22**

Incident Type by City				
	City Jurisdiction			
	Phoenix	**Tempe LRV**	**Tempe SCV**	**Mesa**
Crimes Against Persons	33	7	0	7
Property Crime	12	1	0	2
Code of Conduct	711	55	3	89
Grand Total	**756**	**63**	**3**	**98**

VAST majority of Code of Conduct violations are Open Container, Disorderly Conduct that then result in removals/trespasses.

Allied Universal at Job Fair

Capital & Planning Project Highlights

Highlights by Project | July – September 2022

Avondale Bus Stop Improvements

- Completed highest priority stop at Riley/10th St.
- Completed design for Van Buren/Links Dr. (EB)

New Avondale Bus Shelter

Northwest Extension Phase II

- Continued track installation on Dunlap Ave.
- Continued construction at Metrocenter Station, including installation of stairs, elevator shafts and steel canopy
- Finalized improvements at the Rose Mofford Dog Park, which re-opened Oct. 7

View of NWEII Parking Garage

NWEII Expenditures to Date		
Description	**Expended ($M)**	**Budget ($M)**
Contracted Services	$151.7	$275.2
Third Party Utilities	$5.4	$17.5
Right of Way	$8.9	$23.0
Professional Services	$45.3	$85.6
Total (including contingency)	**$211.3**	**$401.3**

Contingency Utilization	
Description	**Dollars ($M)**
Total Contingency	$49.9
Executed Change Orders & Budget Transfers	$16.3
Total Project Contingency Remaining	**$33.6**

Capital & Planning Project Highlights

Highlights by Project | July – September 2022

SCEDH Temporary Shade Structures

South Central Extension/Downtown Hub

- Continued work on downtown utilities, roadway widening and Hub stations
- Continued trackwork from Jefferson St. to the south
- Continued construction of all TPSSs
- Deployed temporary shade structures to mitigate heat

SCEDH Expenditures to Date		
Description	**Expended ($M)**	**Budget ($M)**
Contracted Services	$496.5	$999.2
Light Rail Vehicles	$33.8	$75.8
Right of Way	$14.3	$47.0
Professional Services	$124.1	$230.1
Total	**$668.7**	**$1,345.1**

Contingency Utilization	
Description	**Dollars ($M)**
Total Contingency	$151.3
Executed Change Orders & Budget Transfers	$(42.9)
Total Project Contingency Remaining	**$108.4**

Active Capital Planning Projects

- Capitol and I-10 West Extensions
- Rio East/Dobson Streetcar Extension
- West Phoenix High-capacity Transit Alternatives Analysis

Active Service Planning and Sustainability Projects

- Climate Action Plan
- Gilbert Transit Planning Study
- Origin & Destination Study
- Short Range Transit Program Update
- West Valley Flex Transit Study
- Zero Emission Fleet Transition Plan

Communications & Outreach Highlights

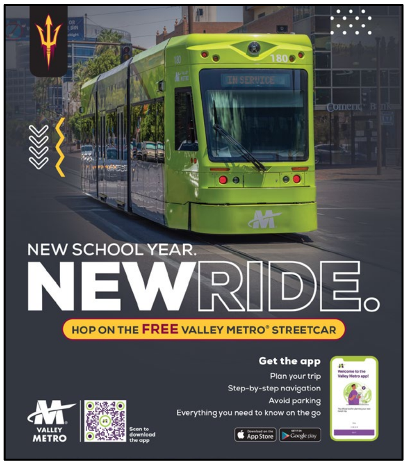
July – September 2022

Divisional Highlights

- Coordinated logistics and marketing for July 20 job fair
    - Resulting in 150 attendees, 39 applications and 400% increase in web traffic
- Conducted heat mitigation—outreach and communications—for SCE/DH community and riders
- Achieved 60k active users in **ShareTheRide.com**

Campaign Highlights

- Executed ASU ridership campaign for streetcar
- Developing content and plans for fare technology launch
- Designing creative for Clean Air Campaign Awards and Luncheon
- Writing creative brief for Super Bowl LVII educational campaign



Outreach Highlights

- Conducted educational presentations to youth, seniors and people with disabilities
- Prepared outreach materials for October service change implementation
- Executed Business Assistance programming for SCE/DH and NWEII businesses
    - Held five Friends of Transit lunch events
    - Awarded $286k in grants to 57 businesses

Transit Education to Local Students

Friends of Transit Lunch Supporting Businesses During Construction

Finance & Administration Highlights

July – September 2022

Valley Metro RPTA Operating Results – Q1						
VMR BUDGET VS. ACTUAL REPORT (PRELIMINARY) FOR THE QUARTER ENDING SEPTEMBER 30, 2022 (IN MILLIONS)						
	1st Quarter			Year to Date		
Operations Expenditures	**Budget**	**Actual**	**Variance (Unfav.)**	**Budget**	**Actual**	**Variance (Unfav.)**
Fixed Route Bus	29.4	27.1	2.3	29.4	27.1	2.3
Paratransit	11.5	10.2	1.3	11.5	10.2	1.3
Vanpool	0.2	0.2	0.0	0.2	0.2	0.0
Regional Services	4.5	3.7	0.8	4.5	3.7	0.8
Planning	0.6	0.5	0.1	0.6	0.5	0.1
Administration	1.1	1.0	0.1	1.1	1.0	0.1
METRO Rail (Salary, Fringe, OH)	8.8	7.5	1.3	8.8	7.5	1.3
Total	**56.1**	**50.2**	**5.9**	**56.1**	**50.2**	**5.9**

Valley Metro Rail Operating Results – Q1						
VMR BUDGET VS. ACTUAL REPORT (PRELIMINARY) FOR THE QUARTER ENDING SEPTEMBER 30, 2022 (IN MILLIONS)						
	1st Quarter			Year to Date		
Operations Expenditures	**Budget**	**Actual**	**Variance (Unfav.)**	**Budget**	**Actual**	**Variance (Unfav.)**
Light Rail Operations/Security	17.5	13.8	3.7	17.5	13.8	3.7
Streetcar Operations/Security	1.7	1.4	0.3	1.7	1.4	0.3
Future Project Development	3.8	1.6	2.2	3.8	1.6	2.2
Agency Operating	0.6	0.5	0.1	0.6	0.5	0.1
Total	**23.6**	**17.3**	**6.3**	**23.6**	**17.3**	**6.3**

Finance & Administration Highlights

July – September 2022

Rail Average Fare

	Q1		Q1
Fare Revenue Budget	$1,250,000	Fare Recovery Budget	7.1%
Fare Revenue Collected	$1,466,692	Fare Recovery Actual	12.3%
Variance	$216,692		

Bus Average Fare

	Q1		Q1
Fare Revenue Budget	$965,250	Fare Recovery Budget	3.9%
Fare Revenue Collected	$1,093,424	Fare Recovery Actual	3.4%
Variance	$128,174		

Quarterly Contract Authority Monitoring Report October 25, 2022				
Category - Likely to prematurely exhaust its contract authority				
Contract Description	Cause	Actions to Mitigate	Increase to Contract Authority	Action Implemented Date
17011-SCEDES – South Central Design Services – identified October 2022 with a target board action date of January 2023	Not Yet Identified – Procurement notified of potential change order	Will update once cause has been identified.	UNKNOWN	UNKNOWN
Rid17013-SCECMAR – South Central Construction Manager at Risk – identified October 2022 with a target board action date of January 2023	Not Yet Identified – Procurement notified of potential change order	Will update once cause has been identified	UNKNOWN	UNKNOWN
17019-NWE2CMAR – Northwest Phase II Construction Manager at Risk – identified October 2022 with a target board action date of January 2023	Not Yet Identified – Procurement notified of potential change order	Will update once cause has been identified	UNKNOWN	UNKNOWN

Fiscal Year 2023
1st Quarter Reports

November 2022

VALLEY METRO RAIL | VALLEY METRO

1

Contracts Report

VALLEY METRO RAIL | VALLEY METRO

2

Quarterly Contract Authority Monitoring Report – October 25, 2022

LIKELY TO PREMATURELY EXHAUST ITS CONTRACT AUTHORITY

17011-SCEDES – South Central Design Services – identified October 2022 with a target board action date of January 2023:

Cause	Actions to Mitigate	Increase to Contract Authority	Actions and Implemented Date
Not Yet Identified – Procurement notified of potential change order	Will update once cause has been identified	UNKNOWN	UNKNOWN

17013-SCECMAR – South Central Construction Manager at Risk – identified October 2022 with a target board action date of January 2023:

Cause	Actions to Mitigate	Increase to Contract Authority	Actions and Implemented Date
Not Yet Identified – Procurement notified of potential change order	Will update once cause has been identified	UNKNOWN	UNKNOWN

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Quarterly Contract Authority Monitoring Report

17019-NWE2CMAR – Northwest Phase II Construction Manager at Risk – identified October 2022 with a target board action date of January 2023:

Cause	Actions to Mitigate	Increase to Contract Authority	Actions and Implemented Date
Not Yet Identified – Procurement notified of potential change order	Will update once cause has been identified	UNKNOWN	UNKNOWN

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Operations

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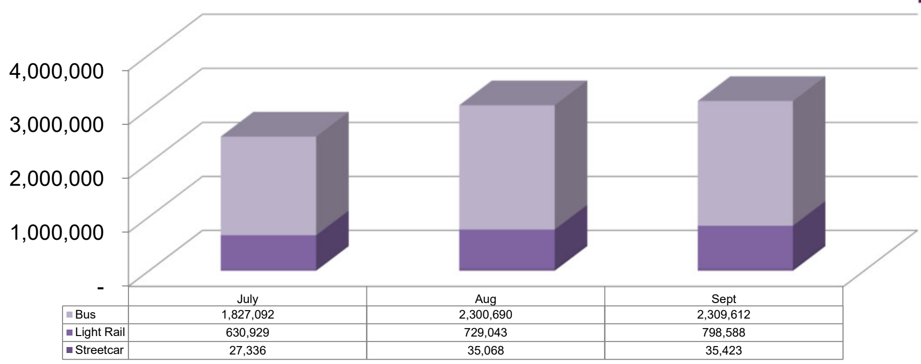
Regional Ridership



	FY22 Q4	FY22 Q1	FY23 Q1
Bus	6,137,993	4,964,844	6,437,394
Light Rail	2,146,477	1,880,241	2,158,560
Streetcar	60,093	--	97,827
Total	**8,344,563**	**6,845,085**	**8,693,781**

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Fixed Route Bus – East Valley

Performance Indicator	Target	FY22 Q4	FY22 Q1	FY23 Q1
On-Time Performance	≥ 92%*	85%	85%	86%
Complaints Per 100,000 Boardings	≤ 45	65	93	48
Mechanical Failures Per 100,000 Revenue Miles	≤ 12	12	7	25
Revenue Service Completed	≥ 99.85%	92.69%	99.88%	95.68%
Preventable Accidents per 100,000 Miles	≤ 0.90	1.32	0.57	1.43
Ridership	--	1,636,009	1,210,810	1,986,964

** The on-time performance target is currently being re-evaluated to more align with the new Clever/CAD system parameters.*

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Fixed Route Bus – West Valley

Performance Indicator	Target	FY22 Q4	FY22 Q1	FY23 Q1
On-Time Performance	≥ 92%*	84%	86%	86%
Valid Complaints Per 1,000 Boardings	≤ 0.25	0.85	0.40	1.17
Mechanical Failures Per 10,000 Revenue Miles	≤ 1.2	1.4	0.4	1.2
Revenue Service Completed	≥ 99.85%	97.03%	99.85%	95.48%
Preventable Accidents per 100,000 Miles	≤ 1.50	0.58	0.58	0.00
Ridership	--	44,630	37,121	41,754

** The on-time performance target is currently being re-evaluated to more align with the new Clever/CAD system parameters.*

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Light Rail

Performance Indicator	Target	FY22 Q4	FY22 Q1	FY23 Q1
On-Time Performance – Light Rail	≥ 95%	58%	84%	71%
On-Time Performance – Streetcar	≥ 95%	99%	--	99%
Complaints Per 100,000 Boardings	≤ 3.0	2.3	1.0	3.0
Preventative Maintenance Inspections - % On-Time (LRV)	≥ 80%	97%	100%	93%
Preventative Maintenance Inspections - % On-Time (Systems)	≥ 80%	95%	97%	100%
Preventable Accidents per 100,000 Miles	≤ 0.90	0.30	0.00	0.40
# of Employee Injuries - Lost Time (MOE & MOW)	0	1	1	1
Ridership – Light Rail	--	2,146,477	1,880,241	2,158,560
Ridership – Streetcar	--	60,093	--	97,827

Customer Service – Call Center

Performance Indicator	Target	FY22 Q4	FY22 Q1	FY23 Q1
Calls Received	--	173,881	182,800	177,489
Complaints Processed	--	5,695	6,587	5,473
NextRide Inquiries Handled by Interactive Voice Response (IVR)	--	128,433	155,963	133,164
NextRide Inquiries Handled by Text Messaging	--	245,193	382,850	237,625
Average Talk Time	--	2:27	2:19	2:21
Average Speed of Answer	≤ 1.00	1:00	:40	:55

Customer Experience Coordinators (CEC)

Location	Cust. Cont.	Cust. Ast.	RTR Ed.	Fac. Ast.	Sec. Ast.	Ops. Ast.	Drinks Addr.	Animals Addr.	Platforms Visited	TVM Issues	Observations: Total Animals	Observations: Total Drinks
19 North	2,186	533	147	304	8	13	140	16	194	33	17	149
Central Phoenix	24,222	4,766	1,395	4,503	80	114	387	50	1,273	83	108	959
East/Mesa	5,324	827	299	907	34	36	176	19	413	43	34	249
East/Tempe	19,385	4,756	803	2,059	71	133	430	20	969	164	64	778
West Phoenix	5,085	1,271	409	910	29	37	244	27	447	111	37	304
Grand Total	**56,202**	**12,153**	**3,053**	**8,683**	**222**	**333**	**1,377**	**132**	**3,296**	**434**	**260**	**2,439**

Locations:
Central Phoenix - Roosevelt to Airport
East/Mesa - Sycamore and East
East/Tempe - 50th Street to Price/Apache
West Phoenix - McDowell to Dunlap

Definitions:
Cust. Cont. - Any verbal interaction with customer from CEC (ex: Hello, Good Morning, Thanks for riding, etc.)
Cust. Ast. - When a customer asks for assistance or has a question for the CEC
RTR Ed. - Education on "Respect the Ride"
Fac. Ast. - Pick-up trash on platforms and trains
Sec. Ast. - Assist Security with customer needs
Ops. Ast. - Assisting Operator/Operations
Drinks Addr. - Drinks that don't meet Valley Metro's policy addressed by CEC
Animals Addr. - Animals addressed by CEC on whether they are considered service animals
Platforms Visited - Number of platforms visited by CEC
TVM Issues - Observed TVM not working
Complaints - Customer files a complaint with CEC
Total Animals - Service or unknown service animals observed
Drinks - Doesn't meet Valley Metro's policy (Only spill proof cups)

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Safety, Security & Quality Assurance

12

DK0

Safety

Agency Safety Plan Metrics

FY 2023 | July through September 2022

*Streetcar will begin reporting with Quarter 1, Fiscal Year 2023.

VALLEY METRO RAIL | VALLEY METRO

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Regulatory Compliance

(VMR) Rail Safety Performance Targets CY2022

VALLEY METRO RAIL | VALLEY METRO

- **Fatalities:** 1 fatal collision February 2022
- **Injuries:** 9 injuries YTD
- **Safety Events:** 26 rail collisions through September 2022. 16% decrease when compared to CY21 Q1-Q3
- **System Reliability:** Light rail major mechanical failures decreased 27% when compared to CY21 Q3.
- **VM employee injury rate:** Remains below industry standard
- **Falls on LRV:** 4 passenger falls on LRV
- **Red Signal Overruns:** Decreased 11% from previous quarter

Public Transportation Safety Plan Performance Targets

Category	Fatalities (total)	Injuries (total)	Safety Events (total)	System Reliability (Number of major mechanical failures)
Target	0	<16	<36	<147
Actual	1	9	26	178

Agency Elected Safety Performance Targets

Category	Employee Injuries	Passenger Falls on Revenue Service Vehicles	Unauthorized Red Signal Overrun
Target	<6.70	<13	<14
Actual	1.00	8	22

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Regulatory Compliance

(RPTA) Bus Safety Performance Targets FY23 Q1

VALLEY METRO RAIL | VALLEY METRO

- **Fatalities:** Zero
- **Injuries:** 1 passenger was injured and transported away from the scene.
- **Safety Events:** 6 NTD reportable safety events occurred
- **Major Mechanical Failures:** 46,450 miles between major mechanical failures
- **VM Employee Injuries:** Zero
- **Passenger Falls on Revenue Service Vehicles:** 19 Passenger Falls
- **Operator Assaults:** **5** assaults since the beginning of Q1

Public Transportation Safety Plan Performance Targets

Category	Fatalities (total)	Injuries (total)	Safety Events (total)	System Reliability (Number of miles between major mechanical failures)
Actual	0	1	6	46,450

Agency Elected Safety Performance Targets

Category	Employee Injuries	Passenger Falls on Revenue Service Vehicles	Operator Assaults
Actual	0	19	5

Security

Fiscal Year 2023 – 1st Quarter Metrics

*Streetcar will begin reporting with Quarter 1, Fiscal Year 2023.

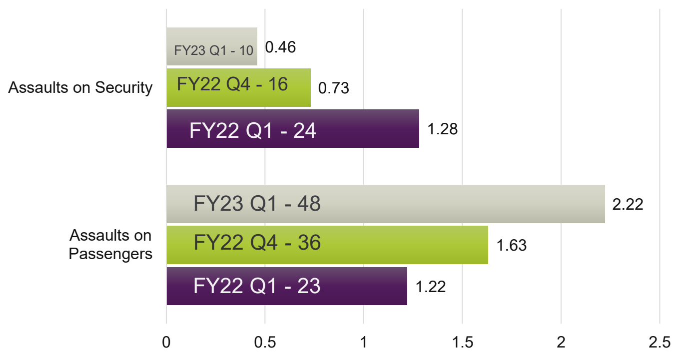
VALLEY METRO RAIL | VALLEY METRO

RA0

Incidents – **Rail (VMR)**

VALLEY METRO RAIL | VALLEY METRO

Assault Rate, per 100,000 Boardings



Incident Type by City

	City Jurisdiction			
	Phoenix	Tempe LRV	Tempe SCV	Mesa
Crimes Against Persons	33	7	0	7
Property Crime	12	1	0	2
Code of Conduct	711	55	3	89
Grand Total	**756**	**63**	**3**	**98**

VAST majority of Code of Conduct violations are Open Container, Disorderly Conduct that then result in Removals/Trespasses

*Streetcar will begin reporting with Quarter 1, Fiscal Year 2023.

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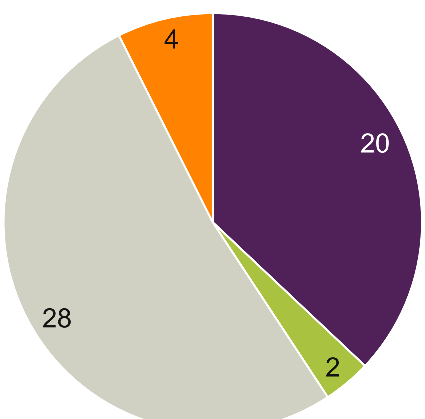
RA0

Police Incidents – **Bus (RPTA)**

VALLEY METRO RAIL | VALLEY METRO



- Criminal Damage
  9% Decrease (22 last quarter)
- Assaults on Passengers
  No percentage change (2 last quarter)
- Disorderly Conduct
  22% Decrease (36 last quarter)
- Assaults on Operators
  No percentage change (4 last quarter)

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Finance

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Valley Metro RPTA Operating Results – Q1

RPTA Budget vs. Actual Report

For the quarter ending September 30, 2022 — $ Millions

	1st Quarter			Year to Date		
Operations Expenditures	**Budget**	**Actual**	**Variance (Unfav.)**	**Budget**	**Actual**	**Variance (Unfav.)**
Fixed Route Bus	29.4	27.1	2.3	29.4	27.1	2.3
Paratransit	11.5	10.2	1.3	11.5	10.2	1.3
Vanpool	0.2	0.2	0.0	0.2	0.2	0.0
Regional Services	4.5	3.7	0.8	4.5	3.7	0.8
Planning	0.6	0.5	0.1	0.6	0.5	0.1
Administration	1.1	1.0	0.1	1.1	1.0	0.1
METRO Rail (Salary, Fringe, OH)	8.8	7.5	1.3	8.8	7.5	1.3
Total Operations Expenditures	**56.1**	**50.2**	**5.9**	**56.1**	**50.2**	**5.9**

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Valley Metro RPTA Capital Results – Q1

VALLEY METRO RAIL | VALLEY METRO

RPTA Budget vs. Actual Report

For the quarter ending September 30, 2022 — $ Millions

Capital Expenditures	1st Quarter Budget	1st Quarter Actual	1st Quarter Variance (Unfav.)	Year to Date Budget	Year to Date Actual	Year to Date Variance (Unfav.)
Bus Purchases						
Valley Metro	9.6	2.8	6.8	9.6	2.8	6.8
Lead Agency	1.0	0.0	1.0	1.0	0.0	1.0
Paratransit Vehicles						
Lead Agency	1.8	0.0	1.8	1.8	0.0	1.8
Vanpool Vehicles	0.9	0.0	0.9	0.9	0.0	0.9
Other Capital	5.8	0.6	5.2	5.8	0.6	5.2
METRO Rail	28.2	8.4	19.8	28.2	8.4	19.8
Total Capital Expenditures	**47.3**	**11.8**	**35.5**	**47.3**	**11.8**	**35.5**

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Valley Metro Rail Operating Results – Q1

VALLEY METRO RAIL | VALLEY METRO

VMR Budget vs. Actual Report

For the quarter ending September 30, 2022 — $ Millions

Operations Expenditures	1st Quarter Budget	1st Quarter Actual	1st Quarter Variance (Unfav.)	Year to Date Budget	Year to Date Actual	Year to Date Variance (Unfav.)
Light Rail Operations/Security	17.5	13.8	3.7	17.5	13.8	3.7
Streetcar Operations/Security	1.7	1.4	0.3	1.7	1.4	0.3
Future Project Development	3.8	1.6	2.2	3.8	1.6	2.2
Agency Operating	0.6	0.5	0.1	0.6	0.5	0.1
Total Operating Activities	**23.6**	**17.3**	**6.3**	**23.6**	**17.3**	**6.3**

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Valley Metro Rail Capital Results – Q1

VMR Budget vs. Actual Report

For the quarter ending September 30, 2022 — $ Millions

Capital Expenditures	1st Quarter Budget	1st Quarter Actual	1st Quarter Variance (Unfav.)	Year to Date Budget	Year to Date Actual	Year to Date Variance (Unfav.)
Rail Projects						
Tempe Streetcar	2.2	2.7	(0.5)	2.2	2.7	(0.5)
Gilbert Rd	0.5	0.0	0.5	0.5	0.0	0.5
South Central	65.0	39.6	25.6	65.0	39.6	25.6
Northwest Phase II	30.8	27.1	3.7	30.8	27.1	3.7
OMC Expansion	0.1	0.1	0.0	0.1	0.1	0.0
System-wide Improvements	2.2	0.7	1.5	2.2	0.7	1.5
State of Good Repair	3.8	1.1	2.7	3.8	1.1	2.7
Total Capital	**104.6**	**71.3**	**33.3**	**104.6**	**71.3**	**33.3**

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Rail - Average Fare FY22 History / FY23 1st Quarter

	Q1
Fare Revenue Budget	$1,250,000
Fare Revenue Collected	$1,466,692
Variance	$216,692

	Q1
Fare Recovery Budget	7.1%
Fare Recovery Actual	12.3%

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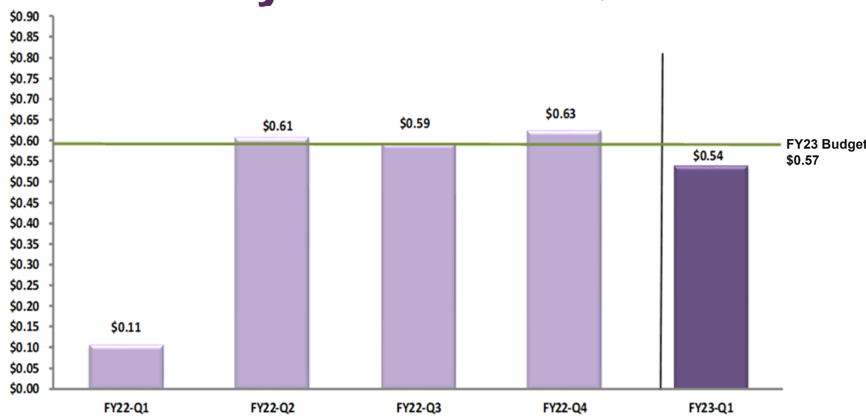
Bus - Average Fare
FY22 History / FY23 1st Quarter



	Q1
Fare Revenue Budget	$965,250
Fare Revenue Collected	$1,093,424
Variance	$128,174

	Q1
Fare Recovery Budget	3.9%
Fare Recovery Actual	3.4%

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Capital and Service Development

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Transit Planning Projects

Name	Completion Date	Status
Gilbert Transit Planning Study	Fall 2022	• Final report approved by Town Council in August along with Transportation Master Plan Update. • This project is complete.
Short Range Transit Program (SRTP) Update	Summer 2022	• Received minor adjustments from cities on short-term requests. • The SRTP document and service inventory are not Board-approved for last FY cycle; the working inventory will be carried forward into this FY for approval. • Planning sub-regional meetings for December 2022 to initiate a new update cycle.

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Transit Planning Projects

Name	Completion Date	Status
West Valley Flex Transit Study	Spring 2023	• Held monthly project meetings to update member cities on data collection and direction of study results. • Drafted service recommendation and received comments from cities. • Drafted survey, comment map and short video script for upcoming public outreach work.
Transit Mitigation Opportunities for the Broadway Curve Project	2024	• Valley Metro will provide additional information for mitigation strategies as requested.
Origins and Destinations Study	Fall 2023	• Drafted Scope of Work for RFP • Issued RFP 8/26/22 • Held pre-proposal conference 9/8/22 • Provided clarification answers and materials for proposers • Proposals due 10/4/22

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Sustainability Projects

VALLEY METRO RAIL | VALLEY METRO

Name	Completion Date	Status
Climate Action Plan	Spring 2023	• Internal review complete and going to CEO in November.
Zero-Emission Fleet Transition Plan	Summer 2023	• Contractor selected and onboarded. • Project initiated in September 2023. • Working on existing conditions assessment and electric vehicle service modeling.

VALLEY METRO SUSTAINABILITY

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Corridor and Facilities Planning

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Name	Project Complete	Current Phase	Phase Complete	Status
Capitol Extension	2027/2028	Preliminary Engineering	Spring 2023	• Completed PE Deliverable #1 (15% design). • Decided on Construction Manager at Risk for the project delivery method. • Completed an Independent Cost Estimate based on PE Deliverable #1. • Began PE Deliverable #2 (30% Design)
I-10 West Extension	2030	Planning	Fall 2022	• Completed the FY22 Planning Activities Final Report. • Drafted a Preliminary Engineering Basis of Design Memo. • Continued discussions on next steps to bring project into preliminary engineering and environmental phases.

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Corridor and Facilities Planning

Name	Project Complete	Current Phase	Phase Complete	Status
West Phoenix High-capacity Transit Alternatives Analysis	TBD	Alternatives Analysis	Fall 2023	• Received a federal Route Planning Restoration Program grant for $514,045. • Scope of work and cost estimate completed. Project awarded to AECOM through PSS On-Call. NTP is pending for October 2022
Rio East/Dobson Streetcar Extension	TBD	Alternatives Analysis / Advanced Conceptual Engineering	Summer 2025	• Finalizing budget and Scope of Work to post solicitation through PSS On-Call. • Project funding agreement and legal language is under review by Mesa, Tempe and VM.

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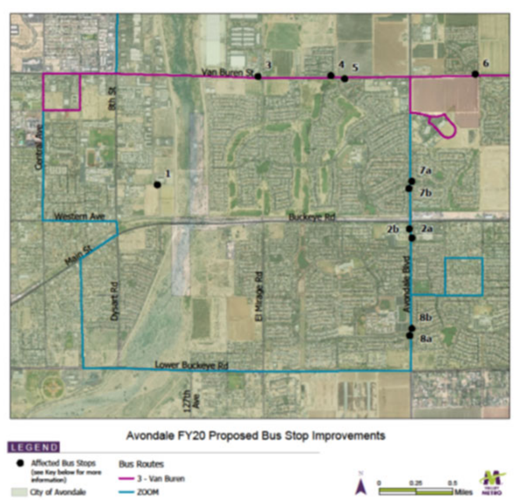
Avondale Bus Stop Improvements

Project Complete	Current Phase	Phase Complete
Fall 2022	Design/ Construction	December 2022

Status
• Approximately half of the $500,000 budget used. • Highest priority stop (Riley/10th St) has been completed. • Van Buren/Links Dr EB design is complete, and construction is expected to take place in November 2022.



Avondale
Aspiring. Achieving. Accelerating.

Data as of October 2022.

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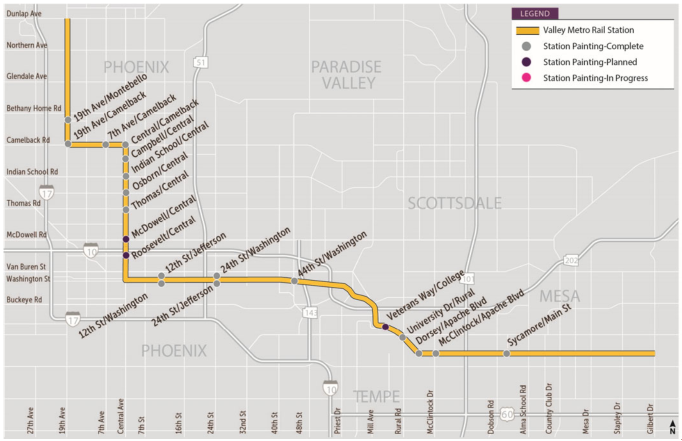
Light Rail Station Painting



Project Complete	Current Phase	Phase Complete
Summer 2023	Construction	Summer 2023

Status
• 15 station platforms completed FY19-FY22 • FY23 Planned Stations: Roosevelt/Central Ave and McDowell/Central Ave

Data as of October 2022.

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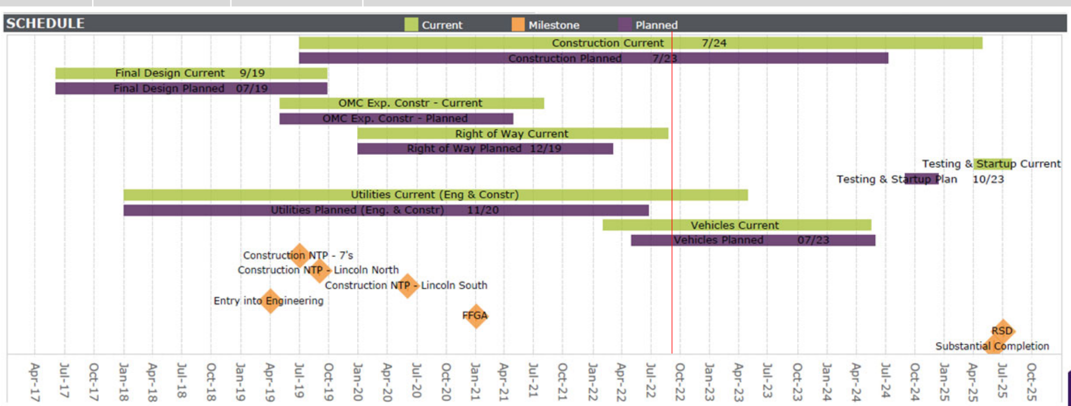
South Central Extension/ Downtown Hub

Project Complete	Current Phase	Phase Complete	Status
2024	Construction	2024	• Construction continues downtown utilities, roadway and hub stations • Continuing trackwork from Jefferson to the south



Data as of September 2022.

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South Central Extension/ Downtown Hub

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Expenditures to Date

Description	Expended ($M)	Budget ($M)
Contracted Services	$496.5	$992.2
Light Rail Vehicles	$33.8	$75.8
Right of Way	$14.3	$47.0
Professional Services	$124.1	$230.1
Total	**$668.7**	**$1,345.1**

Contingency Utilization

Description	Dollars ($M)
Total Contingency	$151.3
Executed Change Orders & Budget Transfers	$(42.9)
Total Project Contingency Remaining	**$108.4**

Data as of Sep 2022.

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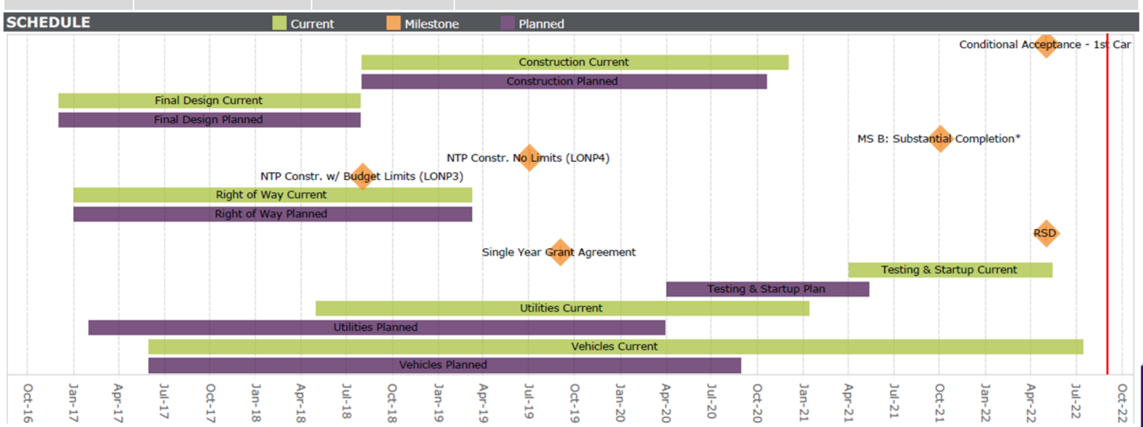
Tempe Streetcar

VALLEY METRO RAIL | VALLEY METRO

Project Complete	Current Phase	Phase Complete	Status
2022	Revenue Service	2022	• Ongoing testing of vehicles • Project closeout



Data as of September 2022

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Tempe Streetcar

Expenditures to Date

Description	Expended ($M)	Budget ($M)
Contracted Services	$115.0	$118.0
Streetcar Vehicles	$31.7	$38.1
Right of Way	$0.5	$0.5
Professional Services	$35.1	$35.8
Total (including contingency)	**$182.3**	**$192.4**

Contingency Utilization

Description	Dollars ($M)
Total Contingency	$34.2
Executed Change Orders & Budget Transfers	$(31.5)
Total Project Contingency Remaining	**$2.7**

Data as of September 2022

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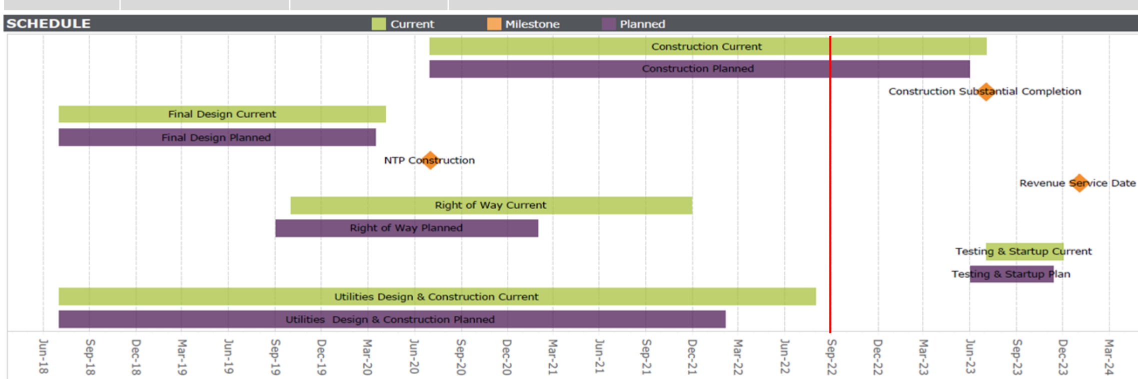
Northwest Extension Phase II

Project Complete	Current Phase	Phase Complete	Status
2024	Construction	2024	• Continue track installation on Dunlap • Continue installation of ductbank • Continue construction at Metrocenter Station and Parking Garage



Data as of September 2022

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Northwest Extension Phase II

Expenditures to Date

Description	Expended ($M)	Budget ($M)
Contracted Services	$151.7	$275.2
Third Party Utilities	$5.4	$17.5
Right of Way	$8.9	$23.0
Professional Services	$45.3	$85.6
Total (including contingency)	**$211.3**	**$401.3**

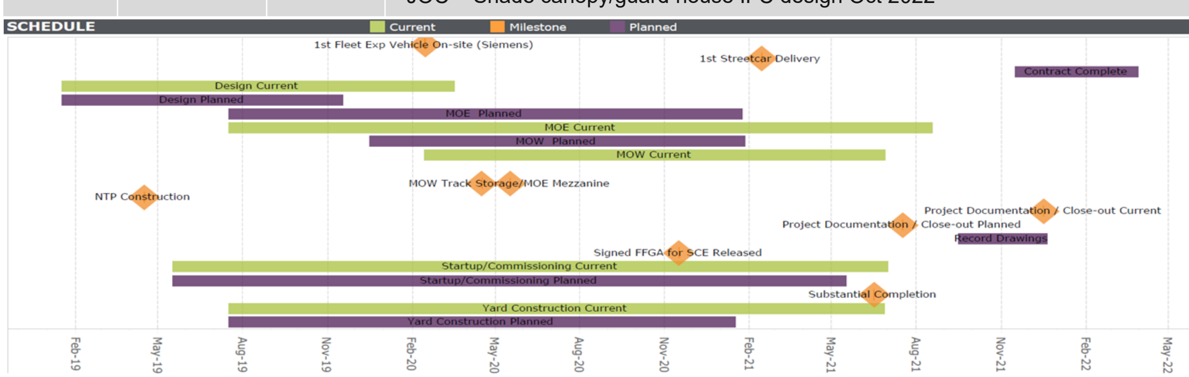
Contingency Utilization

Description	Dollars ($M)
Total Contingency	$49.9
Executed Change Orders & Budget Transfers	$16.3
Total Project Contingency Remaining	**$33.6**

Data as of September 2022

Operations & Maintenance Center (OMC) Expansion

Project Complete	Current Phase	Phase Complete	Status
2022	Design/ Construction	Apr 2022	• Hensel Phelps - Contract completion April 29, 2022 • Hensel Phelps - Warranty work • JOC – Shade canopy/guard house IFC design Oct 2022



Data as of Sep 2022. For more details, visit valleymetro.org

OMC Expansion

Expenditures to Date

Description	Expended ($M)	Budget ($M)
Contracted Services	$87.9	$89.0
Professional Services	$5.8	$5.9
Total	**$93.7**	**$94.9**

Contingency Utilization

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

Data as of Sep 2022.

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Communications & Strategic Initiatives

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Communications Update

- Conducted PR/media for July 20 job fair
- Developing content for mobile fare launch
- Developed copy/video for West Valley Flex Transit Study outreach
- Issued news release on 50% completion milestone for SCE/DH
- Participated in tabletop security exercise with local and federal partners in advance of Super Bowl LVII
- Internally produced the Storylines podcast, with episodes re:
  - Meet the new CEO (July)
  - VM connects youth to a safe place (Aug.)
  - Glimpse behind the wheel (Sept.)

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Community Relations Update

- Completed outreach for SCE/DH track-in work
- Coordinating outreach for service changes
- Conducted educational presentations to dozens of youth, seniors and people with disabilities, including:
  - Phoenix libraries
  - High schools in Mesa, Phoenix & Avondale
  - Guided field trips with the CECs
  - Educator resource fair
- Executed Business Assistance programming for SCE/DH and NWEII businesses, including:
  - Five Friends of Transit lunch events
    - Drawing 200+ patrons
  - Grants and outreach for Financial Assistance
    - So far, in Year 2, 57 business funded at $286k

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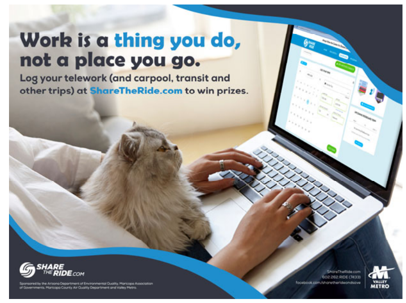
Commute Solutions Update

- Achieved 60k active users in ShareTheRide.com
- Executed Summer Telework Campaign, consisting of:
  - Paid media
  - Postcards
  - Transportation Coordinator (TC) outreach
- Planning for Clean Air Campaign Awards
  - Finalized assets
  - Judged nominations
  - Secured speakers and talent
- Preparing for Rideshare Month in October
  - Developed a marketing concept
  - Designed assets
  - Distributed TC kits



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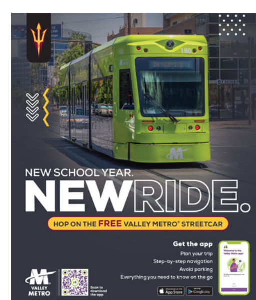
Marketing Update

- Executed marketing campaign for job fairs & valleymetro.org/careers
- Building ridership & awareness for streetcar with ASU back-to-school campaign, including:
  - Student/Sparky photo shoot
  - Digital media buy, including Snapchat filters
  - Influencer campaign
- Supported October service changes
  - Wayfinding and outreach materials
  - Support for Avondale/Goodyear's WeRide microtransit launch
- Provided marketing strategy & support for:
  - Fare technology—Phase I mobile fare
  - RideShare Month and Clean Air Campaign
  - Super Bowl LVII
  - Internal safety campaign



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Accessible Transit Services

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Paratransit

Performance Indicator	Target	FY22 Q4	FY22 Q1	FY23 Q1
One-Way Trips	--	71,336	72,062	71,827
On-Time Performance	≥ 95%	79.7%	89.6%	82.8%
Complaints Per 1,000 Trips	≤ 1.5	3.4	2.5	4.0
Gross Cost Per Trip Fully Allocated at Contractor Level **	--	$55.47	$54.60	$62.19

*** Includes Fixed Costs, Fuel and LDs. Agency OH is not included.*

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RideChoice

Performance Indicator	FY22 Q4	FY22 Q1	FY23 Q1
One-Way Trips	44,156	39,357	46,087
On-Time Performance	78.8%	95.6%*	76.5%
Complaints Per 1,000 Trips	0.6	2.0	0.6
Gross Cost Per Trip	$27.52	$21.66	$28.58

*Previous broker only reported trips that were late

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Other Accessibility Services

Performance Indicator	FY22 Q4	FY22 Q1	FY23 Q1
Travel Training	48	32	43
Platinum Pass Trips	57,278	4,887	76,298
Cost Per Trip	$0.72	$1.03	$0.70
ADA Applicants	673	520	800
Unconditional	68%	67%	69%
Conditional	30%	30%	28%
Temporary	2%	3%	2%
Denials	0.3%	0.2%	0.1%

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ATS Highlights

- **Replacement Paratransit Vehicles (ordered March 2021)**
  - 26 BraunAbility – Scheduled delivery by year end
  - 54 GM Diamond Coaches – Begin arriving beginning of calendar year 2023
- **Administrative (Broker) RFP – Schedule**
  - RFP release date – September 19, 2022
  - Pre-Proposal Conference – October 4, 2022
  - Proposal's submittals due – November 17, 2022
  - Recommendation of award – March 2023
- **Operations and Maintenance RFP – Tentative Schedule**
  - RFP release date – September 12, 2022
  - Pre-proposal conference – September 26, 2022
  - Proposals due – November 10, 2022
  - Recommendation of award – March 2023

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ATS Highlights

- **Paratransit scheduling and dispatch software**
  - Trapeze move from Transdev to Valley Metro IT servers – **Completed September 23, 2022**
    - Working on Notification Module (IVR); Web and Mobile Apps, Electronic Payment
  - Working with Trapeze to manage RideChoice management program
- **Valley Metro Accessibility Advisory Group (VMAAG) Activity**
  - Customer Experience Coordinators presentation
  - West Valley MicroTransit Study and Service
  - Customer Comment and Complaint review (Rail and Bus)
  - Customer Comment and Complaint review (ADA Paratransit and RideChoice)
  - Paratransit and RideChoice service updates

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Information Summary

DATE **AGENDA ITEM 9**
November 23, 2022

SUBJECT
Travel, Expenditures and Solicitations

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

RECOMMENDATION
This item is presented for information only.

BACKGROUND | DISCUSSION | CONSIDERATION
None

COST AND BUDGET
None

COMMITTEE PROCESS
None

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

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
10/1/22 through 10/31/22

Job Title	Purpose of Travel	Location	Dates Traveled	Total Travel Cost	Airfare	Other Transport	Lodging	Meals	Misc.
Planner III	HASTUS International User Group 2022	Pittsburgh, PA	9/27/22-9/30/22	$1,307.46	$491.20		$543.78	$151.00	$121.48
Lead Cust Service Agent	EnoMAX Port Authority	Seattle, WA	8/6/22-8/12/22	$2,594.48	$641.96	$3.00	$1,634.52	$315.00	
Manager Plan & Develop	Eno Transportation Mid-Mgrs Program	Washington, DC	9/17/22-9/23/22	$2,344.75	$591.21		$1,377.47	$245.00	$131.07
Planner II (Scheduler)	HASTUS Int'l User Group 2022 Training	Pittsburgh, PA	9/27/22-9/30/22	$1,302.98	$491.20		$543.78	$151.00	$117.00
Director, Capital Develop	APTA 2022 TRANSform Conference	Seattle, WA	10/8/22-10/12/22	$1,832.05	$337.20	$23.99	$1,168.36	$299.50	$3.00

Total this reporting period $9,381.72

Year to Date **$46,471.89**

Report reflects Out of State (AZ) Travel

** Misc*

[1] Baggage/Uber Fees $121

[2] Baggage/Uber Fees $131

[3] Baggage/Uber Fees $117

[4] Transit Pass $3

Valley Metro
Travel Reimbursement Report
For Travel Completion Dates
9/1/22 through 9/30/22

Job Title	Purpose of Travel	Location	Dates Traveled	Total Travel Cost	Airfare	Other Transport	Lodging	Meals	Misc.
TDM Manager	ACT National Conference	Chicago, IL	7/31/22 - 8/3/22	$1,740.77	$390.96	$113.10	$912.21	$200.50	$124.00
Deputy Director Maintenance	Siemens Facility Visit	Sacramento, CA	8/15/22 - 8/19/22	$1,579.00	$425.21	$377.89	$465.40	$310.50	
Project Controls Manager	EnoMAX Port Authority	Seattle, WA	8/6/22 - 8/12/22	$2,466.72	$457.20	$60.00	$1,634.52	$315.00	
Superintendent LRV Maintenance	Siemens Visit	Sacramento, CA	8/15/22 - 8/19/22	$1,430.09	$654.19		$465.40	$310.50	
Manager Training & Development	EnoMAX Port Authority	Seattle, WA	8/6/22 - 8/12/22	$2,490.51	$537.97	$3.00	$1,634.54	$315.00	
Accountant III	EnoMAX Port Authority	Seattle, WA	8/6/22 - 8/12/22	$2,386.72	$437.20		$1,634.52	$315.00	
Manager of Transit Safety	EnoMAX Port Authority	Seattle, WA	8/6/22 - 8/12/22	$2,353.85	$377.20	$27.13	$1,634.52	$315.00	
Public Information Specialist	EnoMAX Port Authority	Seattle, WA	8/6/22 - 8/12/22	$2,391.72	$382.20	$60.00	$1,634.52	$315.00	
Project Admin, Gov't Relations	EnoMAX Port Authority	Seattle, WA	8/6/22 - 8/12/22	$2,317.14	$277.20	$90.42	$1,634.52	$315.00	
Chief Auditor	APTA CAP Summit	Washington, DC	8/17/22 - 8/20/22	$1,612.99	$570.20	$153.16	$593.13	$236.50	$60.00
Chief Executive Officer	APTA Nominating Committee	Chicago, IL	8/31/22 - 9/1/22	$834.84	$544.20	$19.98	$192.66	$78.00	
Deputy Director, Construction	FTA Transit Construction Workshop	Chicago, IL	9/6/22 - 9/9/22	$1,312.78	$345.96	$95.09	$595.23	$276.50	
Manager, Construction & Utilities	FTA Transit Construction Workshop	Chicago, IL	9/6/22 - 9/9/22	$1,232.69	$345.96	$15.00	$595.23	$276.50	
Total this reporting period				$24,149.82					
Year to Date				**$37,090.17**					

Report reflects Out of State (AZ) Travel

** Misc*
[1] Flight Change Fee $124
[2] Baggage Fees $60.00

Valley Metro Regional Public Transportation Authority
Monthly AP Payments over $25,000
October 2022

Payment Number	Date	Supplier or Party Name	Transaction Description	Amount
10000909	10/20/2022	City of Phoenix	July, Aug + Sept 2022 Bus Service, DAR, FR Service Ops Support	8,750,177.87
10000900	10/13/2022	First Transit Inc	Monthly Transit Services	5,869,824.78
10000925	10/28/2022	City of Phoenix	Oct 2022 Bus Service, DAR, FR Service Ops Support	2,996,442.06
10000923	10/28/2022	Transdev Services Inc	Monthly General Paratransit Service	1,379,779.11
90000115	10/7/2022	ADP LLC	PPE 10/02/2022 Payroll Liabilities	1,121,959.03
90000118	10/20/2022	ADP LLC	PPE 10/16/2022 Payroll Liabilities	1,055,495.17
10000911	10/20/2022	Motor Coach Industries Inc	Over the Road Transit Coach	699,560.58
10000888	10/7/2022	Total Transit Enterprises LLC	Monthly West Valley Contracted Fixed Route	529,012.82
90000117	10/20/2022	Cigna Health and Life Insurance Company	Health Insurance Premiums	489,729.63
10000873	10/7/2022	CDW Government LLC	FY23 Tableau, VMWare, Software Value Added Reseller (SVAR)	405,066.43
90000114	10/7/2022	ASRS	PPE 10/02/22 ASRS Contributions & LTD	281,084.05
90000116	10/20/2022	ASRS	PPE 10/16/22 ASRS Contributions & LTD	278,911.12
1001000	10/7/2022	Hye Tech Network & Security Solutions L	Cisco SmartNet	235,941.16
10000883	10/7/2022	Medical Transportation Management Inc	Paratransit Eligibility Assessment + Fixed-Route Travel Training Services	199,949.80
10000918	10/28/2022	101 North First Ave LLC	101 Building Rent	183,935.01
1001024	10/7/2022	Reliable Monitoring Services Inc	CNG Gas Detection System Replacement	170,263.00
90000123	10/31/2022	Surepays	RPTA Monthly Utilities	152,876.29
10000896	10/7/2022	Senergy Petroleum LLC	Bulk Fuel	146,474.60
10000891	10/7/2022	Trapeze Software Group	Paratransit Eligibility Scheduling Dispatch Software	120,430.31
10000875	10/7/2022	Creative Software Solutions LLC	Ridechoice Management Services	119,838.96
10000890	10/7/2022	Vix Technology (USA) Inc	Customer Service Network	100,858.94
10000879	10/7/2022	Guidesoft Inc	Managed Services Provider	84,103.83
1001060	10/28/2022	QCM Technologies Inc	Information Security Program Support	72,990.56
10000902	10/13/2022	Second Generation Inc, dba Ajo Transport	Monthly Rural Connector Services	67,266.83
10000887	10/7/2022	Second Generation Inc, dba Ajo Transport	Monthly Rural Connector Services	66,874.93
1001053	10/28/2022	CopperPoint Insurance Company	Mobility Center Rent	62,385.29
1001039	10/20/2022	SHI International Corp	Software Value Added Reseller	62,112.01
10000874	10/7/2022	Clean Energy	CNG Facility Operations & Maintenance	58,025.42
1001003	10/7/2022	Magnetry LLC	Marketing and Advertising Services	57,452.00
10000903	10/13/2022	Transdev Services Inc	General Paratransit Service	55,238.45

90000120	10/28/2022	Wells Fargo Bank	Monthly Credit Card Charges	54,919.90
10000899	10/13/2022	Denovo Ventures LLC	ERP-EAM System Software Implementation	54,377.50
10000910	10/20/2022	Senergy Petroleum LLC	Bulk Fuel	44,591.03
10000877	10/7/2022	Enterprise Rideshare	Van Pool Services	40,369.72
10000906	10/13/2022	Senergy Petroleum LLC	Bulk Fuel	39,508.63
10000905	10/13/2022	City of Phoenix	Platinum Pass services and smart card stock	39,228.00
1001027	10/7/2022	ACRO Service Corporation	Staffing Services and Related Solutions-IT Project Management Services	37,620.00
1001010	10/7/2022	Skillsoft Corporation	FY23 - Learning - Interactive Videos & Courses	35,547.20
1001007	10/7/2022	QCM Technologies Inc	Information Security Program Support	31,130.40
1000999	10/7/2022	Hewlett Packard Enterprise Company	FY23 - Information Technology Equipment, Software and Services	28,587.86
1001014	10/7/2022	WEX Bank	Fleet Card Services	28,507.75
10000929	10/28/2022	Senergy Petroleum LLC	Bulk Fuel	27,893.59
10000898	10/13/2022	Brinks Incorporated	Armored Car Services for Fare Collection	27,190.91
10000878	10/7/2022	First Transit Inc	Maintenance Service (Engine Mid-Life Overhaul)	26,546.04
10000885	10/7/2022	Nationwide Retirement Solutions Inc	PPE 10-2-22	25,074.76
				26,415,153.33

Valley Metro Regional Public Transportation Authority
Monthly AP Payments over $25,000
September 2022

Payment Number	Date	Supplier or Party Name	Transaction Description	Amount
10000823	9/9/2022	First Transit Inc	July 2022 City of Tempe - Transit Services Contractors	5,620,991.60
10000839	9/16/2022	Scheidt & Bachmann USA Inc	Regional Farebox Project	3,880,822.50
10000851	9/29/2022	HDR Engineering Inc	VMR - June 2022 Planning + Community Relations Support Services	1,926,687.71
10000833	9/12/2022	City of Tempe	FY22 East Valley Bus Transit Service Recon	1,733,171.64
10000827	9/9/2022	Transdev Services Inc	July 2022 General Paratransit Service	1,281,362.06
90000111	9/23/2022	ADP LLC	PPE 09/18/2022 Payroll Liabilities	1,075,803.00
90000108	9/9/2022	ADP LLC	PPE 09/04/2022 Payroll Liabilities	1,059,477.23
10000837	9/16/2022	Hill International Inc	VMR - June 2022 PMCM Services	998,760.77
10000831	9/12/2022	City of Phoenix	FY22 East Valley Bus Transit Service Recon	712,908.82
10000817	9/1/2022	Motor Coach Industries Inc	Over the Road Transit Coach	699,560.58
10000808	9/1/2022	Denovo Ventures LLC	ERP-EAM System Software Implementation	589,063.50
10000847	9/29/2022	Allied Universal Security Services	VMR - August 2022 Fare Inspection and Security Services	550,882.74
10000812	9/1/2022	Total Transit Enterprises LLC	July 2022 West Valley Contracted Fixed Route	510,979.78
90000110	9/23/2022	Cigna Health and Life Insurance Company	Health Insurance Premiums	491,778.69
1000928	9/12/2022	City of Mesa	FY22 East Valley Bus Transit Service Recon	449,304.52
10000818	9/9/2022	Allied Universal Security Services	VMR - July 2022 Fare Inspection and Security Services	424,681.67
10000848	9/29/2022	Creative Software Solutions LLC	Ridechoice Mgmt Svcs + EZT SetupImplementation Fee	371,657.23
1000934	9/12/2022	City of Glendale	FY22 Regional Paratransit Service Recon	351,198.00
1000935	9/12/2022	City of Peoria	FY22 Regional Paratransit Service Recon	313,943.01
10000849	9/29/2022	DMS Facility Services Inc	VMR - Facilities Maintenance Services	300,288.20
90000109	9/23/2022	ASRS	PPE 09/18/22 ASRS Contributions & LTD	288,231.54
90000107	9/9/2022	ASRS	PPE 09/04/22 ASRS Contributions & LTD	283,167.06
90000113	9/30/2022	Surepays	RPTA August 2022 Utilities	239,472.97
10000845	9/29/2022	101 North First Ave LLC	Oct 2022 Rent	183,791.01
10000805	9/1/2022	Allied Universal Security Services	VMR - July 2022 Fare Inspection and Security Services	150,759.03
1000930	9/12/2022	City of Avondale	FY22 West Valley Bus Recon	144,556.00
10000813	9/1/2022	Vix Technology (USA) Inc	Customer Service Network	121,125.34
1000936	9/12/2022	City of Tolleson	FY22 West Valley Bus Recon	115,320.08
10000834	9/16/2022	Creative Software Solutions LLC	Ridechoice Mgmt Svcs + EZT SetupImplementation Fee	112,937.07
10000832	9/12/2022	City of Surprise	FY22 Regional Paratransit Service + West Valley Bus Recon	109,150.09
10000864	9/29/2022	Senergy Petroleum LLC	Bulk Fuel	82,777.34

1000933	9/12/2022	Town of Fountain Hills	FY22 East Valley Bus Recon	80,589.00
90000112	9/30/2022	Wells Fargo Bank	August 2022 Credit Card Charges	79,707.21
10000829	9/9/2022	Senergy Petroleum LLC	Bulk Fuel	73,963.54
10000842	9/16/2022	Senergy Petroleum LLC	Bulk Fuel	71,010.82
1000931	9/12/2022	City of Chandler	FY22 East Valley Bus Recon	62,522.00
1000986	9/29/2022	CopperPoint Insurance Company	Oct 2022 Rent	62,385.29
1000990	9/29/2022	QCM Technologies Inc	Information Security Program Support	52,832.81
10000860	9/29/2022	URW LLC	Landscape Maintenance Services	51,603.08
1000970	9/29/2022	SHI International Corp	OMNIA - Information Technology Solutions & Services	50,000.90
1000907	9/9/2022	WEX Bank	Fleet Card Services	46,191.13
1000910	9/9/2022	City of Scottsdale	PTF Expenditure Reimbursement	42,805.00
10000822	9/9/2022	Enterprise Rideshare	July 2022 Van Pool Services	40,298.44
10000835	9/16/2022	Guidesoft Inc	Managed Services Provider	33,939.80
1000896	9/1/2022	Magnetry LLC	Marketing and Advertising Services	31,260.50
100128	9/29/2022	Franklin Covey Client Sales Inc	Training-Professional Development and/or Related Consultation	30,079.69
1000973	9/29/2022	City of Scottsdale	ADA Services Reimbursement	29,379.56
10000807	9/1/2022	CDW Government LLC	Veeam	27,877.18
1000929	9/12/2022	Gila River Indian Community	FY22 East Valley Bus Recon	25,157.00
				26,066,213.73

Valley Metro Rail, Inc
Monthly AP Payments over $25,000
October 2022

Payment Number	Date	Supplier or Party Name	Transaction Description	Amount
50000770	10/20/2022	Kiewit-McCarthy, a Joint Venture	CMAR Services for South Central-Downtown Hub	16,450,067.43
50000734	10/7/2022	Kiewit Infrastructure West Company	CMAR Services for Northwest Phase II	15,260,314.55
50000782	10/28/2022	J Banicki Construction Inc	JOC Services	2,506,073.13
50000768	10/20/2022	Hill International Inc	PMCM Services	1,622,025.30
50000748	10/13/2022	Alternate Concepts Inc	Transportation Services	1,259,833.04
50000774	10/28/2022	City of Tempe	FY22 Underrun	850,947.00
5001149	10/20/2022	APS	APS Third Party Utility Invoices	615,668.47
5001154	10/28/2022	City of Mesa	FY22 Underrun	503,296.00
50000773	10/28/2022	City of Phoenix	FY22 Underrun	493,824.00
90000016	10/31/2022	Surepays	VMR Monthly Utilities	432,770.83
50000751	10/13/2022	Brookville Equipment Corp	Street Car Vehicle Additional Items	381,963.54
50000769	10/20/2022	Jacobs Engineering	Design Services for Northwest Phase II	299,876.20
50000761	10/20/2022	AECOM Technical Services Inc	Design Services	269,171.02
50000765	10/20/2022	SRP	Third Party Utility for NWEII and SCE	263,494.89
50000777	10/28/2022	AECOM Technical Services Inc	CMAR Services for South Central-Downtown Hub	255,659.89
50000749	10/13/2022	ARCADIS	Consulting Support Services	229,885.75
50000758	10/13/2022	City of Phoenix	4th Qtr 2022 Advertising Revenue	93,712.78
50000738	10/7/2022	Stacy and Witbeck Inc	CMAR Services for Tempe Street Car	85,509.23
50000763	10/20/2022	Scheidt & Bachmann USA Inc	Software support for S&B TVM + HHV	84,797.44
50000756	10/13/2022	Knorr Brake Corporation	Track Breaks	83,116.00
50000757	10/13/2022	PGH Wong Engineering Inc	System Design Services	77,315.98
50000779	10/28/2022	DLT Solutions LLC	Aconex Project Control System	77,306.10
50000753	10/13/2022	George Bates Studio	SCE - Public Art Services-Fabrication / Install	58,324.00
50000729	10/7/2022	Alliant Insurance Services Inc	Insurance Brokerage + Claims Management Services	56,250.00
50000778	10/28/2022	Award Winning Restorations	Light Rail Vehicle Painting	52,007.03
50000736	10/7/2022	Scheidt & Bachmann USA Inc	Thermal Printer, Power Pack	36,699.86
50000740	10/7/2022	City of Phoenix	Fare Handling Fee	36,135.00
50000759	10/13/2022	TDG Transit Design Group Inc	Headlight Retrofit Kits	35,759.36
50000743	10/7/2022	Mythics, Inc.	FY23 - Oracle Products and Services - OMNIA contract	33,427.08
				42,505,230.90

Valley Metro Rail, Inc
Monthly AP Payments over $25,000
September 2022

Payment Number	Date	Supplier or Party Name	Transaction Description	Amount
50000705	9/16/2022	Kiewit-McCarthy, a Joint Venture	July 2022 CMAR Services for Northwest Phase II	8,904,672.08
5001049	9/1/2022	APS	APS Third Party Utility Invoices	5,213,928.99
50000690	9/1/2022	Stacy and Witbeck Inc	July 2022 CMAR Services for Tempe Street Car	1,078,412.82
90000015	9/30/2022	Surepays	VMR August 2022 Utilities	446,756.56
50000700	9/9/2022	Prestamos CDFI LLC	Small Business Financial Assistance Program	204,656.79
50000724	9/29/2022	Kinkisharyo International LLC	LRV Repairs	186,000.00
50000695	9/9/2022	HBL America Inc	Cell Block Batteries	113,893.01
5001067	9/9/2022	SHI International Corp	SVAR + OMNIA - IT Solutions & Services	108,546.74
50000725	9/29/2022	PGH Wong Engineering Inc	System Design Services	101,435.33
50000697	9/9/2022	Reigelman LLC	SCE - Public Art Services-Fabrication / Install	60,800.00
50000687	9/1/2022	Penn Machine Company LLC	Miscellaneous Ancillary Repairs and Parts	57,315.00
5001038	9/1/2022	Creative Machines Inc	SCE - Public Art Services-Fabrication / Install	55,250.00
5001088	9/21/2022	SHI International Corp	Software Value Added Reseller (SVAR)	54,192.33
5001065	9/9/2022	NASG Holdings LLC	LRV Windshield Glass	43,217.32
50000698	9/9/2022	Scheidt & Bachmann USA Inc	Power Pack	36,811.44
50000707	9/16/2022	Penn Machine Company LLC	Miscellaneous Ancillary Repairs and Parts	36,300.00
50000692	9/9/2022	Award Winning Restorations	Light Rail Vehicle Painting	35,938.33
5001096	9/29/2022	City of Mesa	4th Qtr Advertising Revenue Payment	27,279.04
				16,765,405.78

VALLEY METRO

Procurement Report
for November Board Month

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
RECENTLY COMPLETED PROCUREMENTS										
Christian J	RPTA	COOP	ATS BraunAbility Vans - QTY:26, replacing Ford E-350 order	Yes	N/A	N/A	September 2022	$1,701,730.00	1 time purchase	Executed
Christian J	RPTA	RFP	RideChoice Management Services	Yes	March 2022	April 2022	August 2022	$10,804,731.00	1 year + 1 option	Executed
ACTIVE PROCUREMENTS										
Susanna H	Joint	RFP	Community Relations Support Services	Yes	January 2022	June 2022	September 2022	$6,500,000.00	3 years + 2 options	Initiating Documents
Christian J	Joint	Sole Source	ADP Payroll Services for FY 23 - FFY24	No	N/A	N/A	November 2022	$302,500.00	1 year + 1 option	Pending Board Approval
Jennifer H	RPTA	RFP	2023 Origin and Destination Survey	No	August 2022	September 2022	November 2022	$800,000.00	2 years	In Evaluation
Christian J	RPTA	RFP	Administrative Broker Services (Demand Response)	Yes	September 2022	November 2022	February 2023	$39,213,600.00	5 years + 3 options	Solicitation Issued
Christian J	RPTA	RFP	Regional ADA Paratransit Services Operations & Maintenance	Yes	September 2022	October 2022	February 2023	$94,235,746.00	3 years + 3 options	Solicitation Issued
Lori N	Joint	RFP	Federal Legislative Consulting Services	No	September 2022	October 2022	November 2022	$1,200,000.00	2 years + 3 options	Solicitation Issued
Lori N	Joint	RFP	State Legislative Consulting Services	No	September 2022	October 2022	November 2022	$450,000.00	2 years + 3 options	Solicitation Issued
FUTURE PROCUREMENTS										
Rick W	VMR	RFP	East Valley Fixed Route Bus Services	Yes	TBD	TBD	TBD	$400,000,000.00	5 yrs + 3yr+2yr opt	SOW Development
Chris B	Joint	RFP	Facilities Maintenance Services	No	February 2023	TBD	TBD	TBD	TBD	Initiating Documents
Chris B	VMR	RFP	LRV Electronic Repairs	Yes	TBD	TBD	TBD	$210,000.00	3 years + 1 option	Initiating Documents
Chris B	VMR	Sole Source	SCV Sole Source Parts	Yes	TBD	N/A	TBD	TBD	TBD	Initiating Documents
Chris B	VMR	Sole Source	Railpod Equipment	Yes	TBD	N/A	TBD	$677,000.00	TBD	Initiating Documents
Chris B	VMR	Sole Source	LRV Air Compressors	Yes	TBD	N/A	TBD	TBD	TBD	SOW Development
Jennifer H	RPTA	RFP	Autonomous Vehicle Research	Yes	TBD	TBD	TBD	$250,000.00	5 years	SOW Development
Christian J	RPTA	COOP	Electric Vehicles - Vans	No	TBD	TBD	TBD	TBD	N/A	Evaluating the potential use of a co-operative contract
Christian J	RPTA	COOP	Vanpool Vans Services	No	February 2023	TBD	TBD	TBD	8 years	SOW Development

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

Information Summary

DATE
November 23, 2022

AGENDA ITEM 10

SUBJECT
Report on Current Events and Suggested Future Agenda Items

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

COST AND BUDGET
None

RECOMMENDATION
This item is presented for information only.

BACKGROUND/DISCUSSION/CONSIDERATION
None

COMMITTEE PROCESS
None

CONTACT
Jessica Mefford-Miller
Chief Executive Officer
602-262-7433
jmeffordmiller@valleymetro.org

ATTACHMENT
None.

Pending Items Request

Item Requested	Date Requested	Planned Follow-up Date

Agenda

November 23, 2022

Valley Metro RPTA
Thursday, December 1, 2022
Boardroom/Webex
Valley Metro, 101 N. 1st Avenue, 10th Floor
12:15 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 October 27, 2022 Board meeting are presented for approval.

2B. Authorization to Issue a Request for Proposals (RFP) for Vanpool Services — 2B. For action

Staff recommends that the Board of Directors authorize the CEO to issue an RFP for Vanpool Services.

REGULAR AGENDA

3. New Regional Fare Collection System Cash-only Bus Fareboxes Software and Maintenance Agreement — 3. For action

Staff recommends that the Board of Directors authorize the CEO to execute an eleven-year contract with Scheidt & Bachmann to provide the hardware maintenance and software support for the new regional cash-only fareboxes for the entire regional bus fleet. The total operating cost will not exceed $45,331,000 (contract value of $41,210,000 with a 10% contingency of $4,121,000).

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

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

5. Next Meeting — 5. For information

The next Board meeting is scheduled for **Thursday, January 19, 2023 at 11:15 a.m.**

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

Information Summary

DATE **AGENDA ITEM 1**
November 23, 2022

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
Jessica Mefford-Miller
Chief Executive Officer
602-262-7433
jmeffordmiller@valleymetro.org

ATTACHMENT
None

Minutes

November 23, 2022 **AGENDA ITEM 2A**

Board of Directors
October 27, 2022
Boardroom/Webex
11:15 a.m.

Members Present
Vice Mayor Laura Pastor, City of Phoenix **- Chair**
Councilmember Bill Stipp, City of Goodyear – **Vice Chair**
Vice Mayor Veronica Malone, City of Avondale (phone)
Councilmember Clay Goodman, City of Buckeye (phone)
Vice Mayor Monica Dorcey, City of El Mirage (phone)
Mayor Brigette Peterson, Town of Gilbert (phone)
Councilmember Lauren Tolmachoff, City of Glendale
Supervisor Jack Sellers, Maricopa County
Councilmember Francisco Heredia, City of Mesa (phone)
Councilmember Jon Edwards, City of Peoria
Councilmember Kathy Littlefield, City of Scottsdale (phone)
Councilmember Chris Judd, City of Surprise
Vice Mayor Jennifer Adams, City of Tempe
Mayor Rui Pereira, Town of Wickenburg (phone)
Mayor Michael LeVault, Town of Youngtown

Members Not Present
Mayor Kevin Hartke, City of Chandler – **Treasurer**
Councilmember Mike Scharnow, Town of Fountain Hills
Councilmember Leah Martineau, Town of Queen Creek
Councilmember Aldofo Gamez, City of Tolleson

Chair Pastor called the meeting to order at 1:08 p.m.

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

1. Public Comment

Chair Pastor said 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 her discretion. A total of 15 minutes for all speakers will be provided.

Do we have any comment?

Ms. Dillon said Mr. Crowley.
Mr. Crowley said it's too bad you don't have an agenda item on there of how you're going to be presenting to MAG a better program than what they've got since when the

Governor vetoed it, it had things in the that were the bus. And I also note that in this new plan that has been rejected, it has in there that we're going to do routes, according to MAG, by ridership and distance. Well, that takes away having any rural routes and also, it's not the way you should be doing the estimates of what you should be doing. I think it should be traffic counts. And that way you can get multiple rides during the daytime when it's heavier concentrations of traffic. But then you need to have it going all the way through. The system needs to be 24 hours and 7 days a week and with the new plan and that, doesn't go anywhere near that.

It also has in there a thing for the rail extensions for 10 and to the Capital both of which aren't multi-modal. The reason that you have a singular CEO is because that way both of the systems were not alien to each other and it was going to be multi-modal. So when the rail keeps on doing stuff that isn't, I wonder how come.

I've got here the map of the system. See all those little green lines on there? Those are routes that were supposed to be done and didn't get done or finished and we're talking 99th, my favorite for 2023 is going to be Litchfield and in your new service changes, you don't have Litchfield in there and you don't have the infill of Buckeye, Indian School, Camelback, Northern, Bell Road. And then on the east side, where's the Queen Creek bus? Where's the one on Greenfield? Now, in the document that I got from the CEO and with staff, it said that when they cut back, all they did was take away two of the super grid routes. Well, according to this, that don't be the case. And I only just happened to take your map and the document that has, like I said, 2023 –

Chair Pastor said thank you, Mr. Crowley.

Mr. Crowley said -- Litchfield Road, lower Buckeye to RH Johnson. How hard is it?

Chair Pastor said thank you.

2. <u>Minutes</u>

The minutes from the September 22, 2022, Board meeting are presented for approval.

Chair Pastor said do I have a motion? Or are there any questions?

Motion by Unidentified, second by Unidentified.

Any discussion? All those in favor, please say aye. Those that are not please say nays.

Motion carries.

IT WAS MOVED BY VICE MAYOR ADAMS, SECONDED BY COUNCILMEMBER TOLMACHOFF AND UNANIMOUSLY CARRIED TO APPROVE THE SEPTEMBER

22, 2022 RPTA BOARD MEETING MINUTES.

3. West Valley Fixed Route Bus Service Contract Change Order – Wage Rates

Ms. Mefford-Miller said thank you, Madam Chair. This item is a request for the Board of Directors to authorize the CEO to execute a change order with Total Ride for the purposes of wage rate increases for Total Ride contract team members in the amount not to exceed $539,200. This is for the remainder of the performance period of the Total Ride contract beginning December 1, 2022, and running through June 30th, 2024.

May I answer any questions?

Chair Pastor said no questions. I don't see any. So may I have a motion on the staff recommendation?

Motion by Unidentified, second by Unidentified.

Any discussion? All those in favor, please say aye. Any nays? Motion carries.

IT WAS MOVED BY COUNCILMEMBER TOLMACHOFF, SECONDED BY COUNCILMEMBER STIPP AND UNANIMOUSLY CARRIED TO AUTHORIZE THE CEO TO EXECUTE A CONTRACT CHANGE ORDER WITH TOTAL RIDE TO ADDRESS WAGE RATE CHALLENGES IN THE REGIONAL LABOR MARKET FOR BUS OPERATORS AND MAINTENANCE TECHNICIANS IN AN AMOUNT NOT TO EXCEED $539,200 FOR THE PERIOD DECEMBER 1, 2022 TO JUNE 30, 2024 INCLUDING A CORRESPONDING FY 2023 MID-YEAR BUDGET ADJUSTMENT OF $183,800 TO FUND THE IMPLEMENTAITON OF THE CHANGE ORDER.

4. East Valley Fixed Route Bus Service Contract Change Order – Wage Rates

Ms. Mefford-Miller said this is the second of three contract ceiling increase requests we have before the Board this morning. This being for the East Valley bus operations and maintenance contract with First Transit. The request is for the Board of Directors to authorize the CEO to enter into a contract change order with First Transit in an amount not to exceed $2,910,900 for the period of performance from December 1st, 2022 and running through June 30th, 2023.

May I answer any questions?

Chair Pastor said any questions? May I have a motion on the staff's recommendation?

Motion by Unidentified, second by Unidentified.

Any discussion? I hear none. All those in favor, please say aye. Any nays? I hear all ayes. Motion carries.

IT WAS MOVED BY MAYOR PETERSON, SECONDED BY COUNCILMEMBER TOLMACHOFF AND UNANIMOUSLY CARRIED TO AUTHORIZE THE CEO TO EXECUTE A CONTRACT CHANGE ORDER WITH FIRST TRANSIT TO ADDRESS WAGE RATE CHALLENGES IN THE REGIONAL LABOR MARKET FOR BUS OPERATORS IN AN AMOUNT NOT TO EXCEED $2,910,900 FOR THE PERIOD DECEMBER 1, 2022 TO JUNE 30, 2024 INCLUDING A CORRESPONDING FY 2023 MID-YEAR BUDGET ADJUSTMENT TO FUND THE IMPLEMENTAITON OF THE CHANGE ORDER.

5. Proposed April 2023 Service Changes

Ms. Mefford-Miller said thank you, Madam Chair. There's a memo in your packet outlining proposed service changes that would become effective April 1st, 2023. This information is for information only. No action is required. I would like to note that this item pertaining to Route number 533, the Mesa Express, has been removed from the proposed service changes.

Chair Pastor said thank you for notifying us of the changes. This is for information only. There is no action.

6. Report on Current Events and Suggested Future Agenda Items

Chair Pastor said Stipp, you have any future agenda items?

Councilmember Stipp said no.

Chair Pastor said no. Okay. I believe that is -- we're close to adjournment.

Mayor Peterson said Madam Chair, I just wanted to mention that I won't be here for the December 1st meeting. I have an all-day retreat December 1st and 2nd so.
Thank you.

Chair Pastor said okay. Thank you. Dually noted.

7. Next Meeting

The next Board meeting is scheduled for Thursday, December 1, 2022 at 12:15 a.m.

With no further discussion the meeting adjourned at 1:15 p.m.

Information Summary

DATE **AGENDA ITEM 2B**
November 23, 2022

SUBJECT
Authorization to Issue a Request for Proposals (RFP) for Vanpool Services

PURPOSE
To request Board authorization for the Chief Executive Officer (CEO) to issue an RFP for Vanpool Services.

RECOMMENDATION
Staff recommends that the Board of Directors authorize the CEO to issue an RFP for Vanpool Services.

BACKGROUND | DISCUSSION | CONSIDERATION
On January 1, 2014, Valley Metro entered into a contract for Vanpool Services with vRide. In April 2017, vRide was acquired by Commute with Enterprise, thus Enterprise assumed the contract and became the current vanpool contractor. The contract is a 10-year, fixed-term agreement that expires December 31, 2023.

Vanpooling is a convenient, stress-free, environmentally friendly alternative to driving alone to work. A group of six to 15 people who live and work near each other form the group. Two people volunteer to serve as the drivers. Riders pay a monthly fare that covers all operational costs, including vehicle maintenance, roadside assistance, and insurance. The group splits the cost of fuel.

Today, nearly 1,000 Valley residents commute daily via Valley Metro's vanpool program with an average commute distance of more than 35 miles one way, taking literally thousands of vehicles off our roads during rush hour traffic. The 200+ active vanpools typically travel to and from locations where fixed-route bus and light rail are not as available. Valley Metro owns all vanpool vans and maintains and disposes of vehicles according to Federal Transit Administration (FTA) regulations.

During the pandemic and with the transition to increased telework, several vanpool groups paused or disbanded. In October 2021, the Board approved an increase to the contract authority of up to $1,000,000 due to unanticipated out-of-service costs of the vanpool fleet. The sources of funds for this increase and the contract overall are rider fares and the vanpool reserve.

We are seeing a return to vanpooling. Since June 2021, we have seen a steady increase of vanpool groups returning to the office and new groups joining the program.

The number of active vanpool groups has grown by 9% over the past 14 months and we anticipate continued growth through the remaining contract.

Staff is seeking Board authorization to issue an FTA-compliant RFP for Vanpool Services for a contract term of up to eight years (a five-year base and one, three-year option).

The recommended contractor shall be required to offer the following services: provision of staff to administer and market the program; vehicle insurance and indemnification; vehicle maintenance; roadside assistance, invoicing riders; report filing with the National Transit Database; monthly reporting; website updates; conducting formation meetings and driver orientations; conducting MVD checks; and more. To allow flexibility for the program design, possible variations of the current program model may be considered for contract award.

Staff projects that, pending Board authorization in November 2022, the solicitation will be issued in early 2023 with the award process being complete by July 2023. This timeline will allow the successful contractor six months to mobilize and transition, if needed.

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 $5,791,656. The sources of funds are rider fares and the vanpool reserve, if needed.

COMMITTEE PROCESS
RTAG: October 18, 2022 for information
TMC: November 2, 2022 approved
Board of Directors: December 1, 2022 for action

CONTACTS
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Abigail Cooksey-Williams
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ATTACHMENT
None

Information Summary

DATE **AGENDA ITEM 3**

November 23, 2022

SUBJECT

New Regional Fare Collection System Cash-only Bus Fareboxes Software and Maintenance Agreement

PURPOSE

To request authorization for the Chief Executive Officer (CEO) to execute an eleven-year sole source contract with Scheidt & Bachmann to provide the hardware maintenance and software support for the new regional cash-only fareboxes for the entire regional bus fleet. The total operating cost will not exceed $45,331,000 (contract value of $41,210,000 with a 10% contingency of $4,121,000).

RECOMMENDATION

Staff recommends that the Board of Directors authoriz the CEO to execute an eleven-year contract with Scheidt & Bachmann to provide the hardware maintenance and software support for the new regional cash-only fareboxes for the entire regional bus fleet. The total operating cost will not exceed $45,331,000 (contract value of $41,210,000 with a 10% contingency of $4,121,000).

BACKGROUND | DISCUSSION | CONSIDERATION

Scheidt & Bachmann is the sole source provider for the current regional fare collection equipment. The equipment is sole source because the hardware and related software is proprietary in nature and is the only available solution for our future fareboxes.

The Valley Metro region has been working on a multi-phase Fare Collection System Modernization (FCSM) project since 2015 when Valley Metro retained the services of a fare collection consultant to aid the region in assessing options, writing detailed specifications, and guiding us through the procurement and contract processes.

The main elements of the modernization project include implementing a cloud-hosted new mobile ticketing application and reloadable smartcard program to include reduced fare registration ID, a robust retail network for the smartcard program, a call center for customer service for the mobile ticketing application and reloadable smartcards, and new cash-only fareboxes to replace the 14-year old fareboxes. The City of Phoenix procured the contract for the mobile ticketing application and the reloadable smartcard program; Vix Technologies is the vendor. Valley Metro procured the contracts for the retail network and the call center; InComm is the retail network vendor and Vix Technologies is the call center vendor. Scheidt & Bachmann is the vendor for the new cash-only fareboxes.

The four contracts are intricately connected and require both agencies to work together to order to successfully launch all the elements. The mobile ticketing application and its customer service call center are tentatively schedule for a January 2023 launch in time for the Super Bowl. The reloadable smartcard program and its associated retail network are projected to go live in December of 2023.

On February 17, 2022, the Valley Metro RPTA Board approved the Chief Executive Officer to execute a two-year sole source contract with Scheidt & Bachmann for new regional cash-only fareboxes for the entire regional fleet of buses. The total capital cost for the fareboxes and installation will not exceed $15,454,000 (contract value of $14,049,000 with a 10% contingency of $1,405,000) and will be complete by FY2024. Those fareboxes are anticipated to begin revenue operations in conjunction with the larger FCSM launch of Phase II (stored value, retail network, public website, new TVMs) scheduled in FY24.

Valley Metro and the City of Phoenix both recommend the new cash-only fare boxes be maintained via a sole source contract with Scheidt & Bachmann. This recommendation is driven by these factors:

1. Volume Discount and Competitive Pricing - In preparation for moving forward with this agreement, the City of Phoenix and Valley Metro reviewed the existing Scheidt & Bachmann maintenance contract held by City of Phoenix (since 2008) along and the respective rates to develop an independent cost estimate (ICE). The ICE shows that existing rates are $5,190 in annual hardware maintenance support per farebox. The Scheidt & Bachmann regional proposal indicates a price of $3,798 in annual maintenance support per farebox (a 27% reduction). The current Farego Data software maintenance program is $343 per farebox, while the Scheidt and Bachmann regional proposal indicates a price of $221 per farebox (a 36% reduction). Moving to a regional contract, as opposed to individual contracts, results in an estimated $1.2M in savings per year.

2. As another step toward a more regional fare collection system under the auspices of Valley Metro, the proposed agreement will provide consistent maintenance and improved reliability across the region - the current fareboxes are maintained by Scheidt & Bachmann for Phoenix buses with an identical service contract as to what is being proposed. Valley Metro farebox maintenance is performed by existing service provider contractors and only includes fingertip maintenance (no lifecycle maintenance component replacement). Moving forward with this regional contract will provide a regional maintenance program with consistent levels of service, support, and component replacement for the entire regional fleet.

Scheidt & Bachmann's maintenance regimen includes hardware services, like preventive, remedial and lifecycle maintenance; software services, like bug fixes and system patches; and proven processes and procedures from their local service team, including their help desk and local personnel, maximizing the life of the equipment. The hardware services include:

- Preventive Maintenance: regular performance of important maintenance work, cleaning procedures and functional tests on-site at the respective garages.
- Remedial Maintenance: technician dispatching and resolution, including documentation of all maintenance provided and parts exchanged.
- Lifecycle Maintenance: pre-defined, proactive maintenance activities that ensure that key components are either refurbished or replaced with newer components prior to their anticipated end-of-life

An independent cost estimate and a sole source justification including a cost comparison and price analysis have been completed. Overall, using the City of Phoenix current maintenance pricing as the basis, the ICE indicates the Scheidt & Bachmann's pricing, is on a pro-rated basis for the volume discount, is less than currently being paid by the City of Phoenix. All amounts are inclusive of sales tax. As a result, the Scheidt & Bachmann cost proposal has been determined to be fair and reasonable. The current City of Phoenix maintenance agreement with Scheidt & Bachmann has an approximate 3% year to year inflationary factor. The proposed regional maintenance agreement has a similar inflationary index year to year.

Currently, City of Phoenix is the only transit agency in the region that has a service support agreement with Scheidt & Bachmann. Other Agencies utilize their existing service contractors to provide the fingertip maintenance, however the lifecycle replacement costs are not included.

COST AND BUDGET

The sole source contract with Scheidt & Bachmann to provide the hardware maintenance and software support for the new regional cash-only fareboxes for the entire regional bus fleet and will not exceed $45,331,000 (contract value of $41,210,000 with a 10% contingency of $4,121,000). The first year of expenditures for this contract will occur in FY24 and will be included in the RPTA FY24 Operating and Capital Budget. Contract obligations beyond FY24 will be incorporated into the RPTA Five-Year Operating Forecast and Capital Program (FY2024 thru FY2028). The sources of funds include both Local and Prop400 funds.

Maintenance Element	RPTA (*)	Phoenix	Total
Farebox Maintenance	$ 13,337,000	$ 23,972,000	$ 37,309,000
Spare Parts	$ 998,000	$ 1,323,000	$ 2,321,000
Backend Software (FareGo)	$ 594,000	$ 986,000	$ 1,580,000
Total	**$ 14,929,000**	**$ 26,281,000**	**$ 41,210,000**
		Contingency	**$ 4,121,000**
		Total	**$ 45,331,000**

(*) Should City of Tempe decide to operate its own bus service, City of Tempe would be required to provide funding for its relevant share of regional farebox maintenance and software support.

COMMITTEE ACTION
RTAG: October 18, 2022 for information
TMC: November 2, 2022 approved
Board of Directors: December 1, 2022 for action

CONTACT
Tyler Olson
Budget and Operations Financial Controls Manager
tolson@valleymetro.org

ATTACHMENT
None

Regional Fare Collection System Cash-only Bus Fareboxes Software and Maintenance Agreement

RPTA Board
December 1, 2022

VALLEY METRO

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1

Background

- Current Fareboxes
  - Entered service in 2007
  - They have reached end of useful life
  - Have more features than what future system requires
- February 2022
  - Board approved Scheidt & Bachmann to Replace existing regional fareboxes
  - Simplified – only need to accept cash & coin for one-ride fares
  - Will be in service with FCSM P2 Launch

2

VALLEY METRO

2

Current Approach

- City of Phoenix
  - Uses Scheidt & Bachmann to perform existing maintenance
  - Has proven effective, includes lifecycle maintenance, component replacements
- Valley Metro
  - Transportation contractor performs maintenance
    - Maintenance is minimal
    - Does not include component replacements

3

VALLEY METRO

3

Benefits of a Regional Contract

1. Volume Discount & Competitive Pricing
   - Existing rates for annual maintenance are $5,190 per farebox
   - Moving to a regional contract, in leu of individual contracts, would save an estimated $1.2M annually
2. Consistent Maintenance & Improved Reliability across the region
   - Same levels of service, support and component replacement
   - Consistent customer experience across the region

4

VALLEY METRO

4

Funding

Maintenance Element	RPTA (*)	Phoenix	Total
Farebox Maintenance	$ 13,337,000	$ 23,972,000	$ 37,309,000
Spare Parts	$ 998,000	$ 1,323,000	$ 2,321,000
Backend Software (FareGo)	$ 594,000	$ 986,000	$ 1,580,000
Total	**$ 14,929,000**	**$ 26,281,000**	**$ 41,210,000**
		Contingency	**$ 4,121,000**
		Total	**$ 45,331,000**

(*) Should City of Tempe decide to operate its own bus service, City of Tempe would be required to provide funding for its relevant share of regional farebox maintenance and software support.

5

VALLEY METRO

5

Recommendation

Staff recommends that the Board of Directors authorize for the Chief Executive Officer (CEO) to execute an eleven-year sole source contract with Scheidt & Bachmann to provide the hardware maintenance and software support for the new regional cash-only fareboxes for the entire regional bus fleet. The total operating cost will not exceed $45,331,000 (contract value of $41,210,000 with a 10% contingency of $4,121,000).

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VALLEY METRO

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Information Summary

DATE **AGENDA ITEM 4**
November 23, 2022

SUBJECT
Report on Current Events and Suggested Future Agenda Items

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

COST AND BUDGET
None

RECOMMENDATION
This item is presented for information only.

BACKGROUND | DISCUSSION | CONSIDERATION
None

STRATEGIC PLAN ALIGNMENT
None

COMMITTEE PROCESS
None

CONTACT
Jessica Mefford-Miller
Chief Executive Officer
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ATTACHMENT
None

Pending Items Request

Item Requested	Date Requested	Planned Follow-up Date

Agenda

November 23, 2022

Valley Metro Rail
Thursday, December 1, 2022
Boardroom/Webex
Valley Metro, 101 N. 1st Avenue, 10th Floor
12:15 p.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 October 27, 2022 Board meeting are presented for approval.

2B. Light Rail Vehicle (LRV) Truck Rebuilds Contract Award — 2B. For action

Staff recommends that the Board of Directors authorize the CEO to execute a contract with Kinkisharyo International, LLC to rebuild two Light Rail Vehicle (LRV) motor trucks and one center truck for an amount of $376,626 plus a 10% contingency of $37,663 for a total of $414,289.

2C. Rail Inspection Vehicle Purchase — 2C. For action

Staff recommends that the Board of Directors authorize the CEO to purchase a rail inspection vehicle from RailPod, Inc. in an amount not to exceed $677,000 that includes annual subscription for data services and an annual maintenance program.

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

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

4.	Next Meeting	4.	For information

The next meeting of the Board is scheduled for **Thursday, January 19, 2023 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
November 23, 2022

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
Jessica Mefford-Miller
Chief Executive Officer
602-262-7433
jmeffordmiller@valleymetro.org

ATTACHMENT
None

Minutes

November 23, 2022 **AGENDA ITEM 2A**

Board of Directors
October 27, 2022
Boardroom/Webex
11:15 a.m.

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

Members Not Present
Mayor Kevin Hartke, City of Chandler - **Treasurer**

Chair Adams called the meeting to order at 1:17 p.m.

Chair Adams said alright. We're going to go ahead and start the meeting.

1. Public Comment

Chair Adams said 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.

Do I have anyone from the public wishing to speak?

Ms. Dillon said yes. Blue Crowley.

Mr. Crowley said referring the regional strategic infrastructure investment plan, the thing that the Governor rejected. Critical state of good repair transit asset management, $1,100,000,000. As I stated before, you've got what 70 units within the fleet and if you had to pay the whole thing that 5 times 70 only comes to $350 million. What's going on with the other $75 million? Or $700 million. So I understand that that also includes the rail and a mile of rail is, what, $91 million, but that's if it's from breaking ground and taking it in. Are we anticipating that much loss of integrity of our rail? And we're going to have to replace what part of it? I'd like somebody from staff to explain that part to be because if that be the case, the reason that the rail goes out of alignment, et cetera is friction, right? So why are we using overhead instead of mag lev, you know, magnetic levitation. It's what the bullet trains, what a lot of the other rail things have converted into because it doesn't tear up the rail at all because of it being magnets making it move, it doesn't have that friction. But when that was presented to you guys back in the '80's, staff said no we're going overhead.

So there are ways that we can fix this. There are ways to get it done. And also in here it's got the Capital West retention and extension and the other one. Are you guys ever going to re-do it so that every single one of the bus routes that cross it is connected? Because right now your plan doesn't.

I'll give you half a minute back of your lives. Enjoy.

Chair Adams said thank you very much.

2. Minutes

The minutes from the September 22, 2022, Board meeting are presented for approval.

Chair Adams said are there any questions regarding last month's minutes? Okay. No questions are heard. Do I have a motion to approve the minutes from September 22, 2022?

Motion by Vice Mayor Pastor, second by Vice Mayor Adams.

Any discussion? All those in favor? Any opposed? Motion carries.

IT WAS MOVED BY VICE MAYOR PASTOR, SECONDED BY VICE MAYOR ADAMS AND UNANIMOUSLY CARRIED TO APPROVE THE SEPTEMBER 2, 2022 VMR BOARD MEETING MINUTES.

3. Rail Transportation Services Contract Change Order – Wage Rates

Ms. Mefford-Miller said I would. Thank you, Madam Chair. This item before you is the third and final wage rate increase contract ceiling request that we have before you. This would request authorization for the CEO to enter into a change order with Alternative Concepts, Inc. That is our rail or light rail and streetcar operator in an amount not to exceed $1,383,300 for the period beginning December 1, 2022, and running through the length of the contract expiring on June 30th, 2025.

May I answer any questions about this change order request?

Chair Adams said I don't see any questions. Do I have a motion to approve?

Motion by Vice Mayor Pastor, second by Vice Mayor Adams.

Any discussion? All those in favor? Any opposed? Motion carries.

IT WAS MOVED BY VICE MAYOR PASTOR, SECONDED BY VICE MAYOR ADAMS AND UNANIMOUSLY CARRIED TO APPROVE AND AUTHORIZE THE CEO TO EXECUTE A CONTRACT CHANGE ORDER WITH ALTERNATE CONCEPTS, INC. (ACI) TO ADDRESS WAGE REATE CHALLENGES IN THE REGIONAL LABOR

MARKET FOR RAIL OEPRATORS IN AN AMOUNT NOT TO EXCEED $1,383,300 FOR OTHE PERIOD DECEMBER 1, 2022 TO JUNE 30, 2025 ICLUDING A CORRESPONDING FY2023 MIN-YEAR BUDGET ADJUSTMENT OF $32,800 TO FUND THE IMPLEMETNATION OF THE CHANGE ORDER.

4. Settlement of Claim(s), Bufanda v. Valley Metro, Pindea v. Valley Metro, Smith v. Valley Metro, Torres v. Valley Metro, and Salazar v. Valley Metro

Ms. Mefford-Miller said I'd like to ask Mr. Wawro to address this item.

Mr. Wawro said Madam Chair, Board. As you're aware, this item concerns the derailment cases that go back to March 14 of 2021. There were five lawsuits that stemmed from that incident, and we've been proceeding with litigation on them. I am pleased to report to the Board, after a difficult negotiation over several days inside and outside of the mediation, that we were able to come to a full resolution on all of the cases involved in the litigation. I think that you can all appreciate the litigation value of getting all of the cases resolved and not leaving any of them to continue.

Today, you have not to exceed amounts to consider for settlement in each of those cases and you'll notice that they came in far below what had previously been discussed by the Board in terms of settlement authority. I would like to point out that our partners at ACI will be contributing $150,000 towards the -- the litigation and settlement of the litigation in that case. That's not included in the amounts that I've given you today. And then I'd also just like to mention the impact that being able to settle cases and resolve cases like this has on our ability to go out and get good insurance quotes. And so I would like to thank the Board for working with us to be able to get cases like this and the Jackson case last month settled so that we can -- so that we can do a good job for the organization when it comes to risk and insurance. So it definitely makes my job a lot easier and I just wanted to thank the Board for that.

Chair Adams said thank you very much. Do I have a motion to approve?

Motion by Vice Mayor Pastor, second by Vice Mayor Adams.

Any discussion? All those in favor? Any opposed? Motion carries.

IT WAS MOVED BY VICE MAYOR PASTOR, SECONDED BY VICE MAYOR ADAMS AND UNANIMOUSLY CARRIED TO AUTHORIZE THE CEO TO EXECUTE SETTLEMENT AGREEMENTS APPROVED BY THE INTERIM GENERAL COUNSEL AND AUTHORIZE THE INTERIM GENERAL COUNSEL TO ISSUES SETTLEMENTS TO REGINA BUFANDA, ADRIAN AND JOVANY PINEDA, BRAD SMITH, CARLOS TORRES, AND MARIA SALAZAR IN AN AGGREGATE AMOUNT NOT TO EXCEED $326,000.

5. Report on Current Events and Suggested Future Agenda Items

Chair Adams said are there any reports or current events that anyone wants to discuss?

Vice Mayor Pastor said no.

Chair Adams said hearing none.

6. Next Meeting

The next meeting of the Board is scheduled for Thursday, December 1, 2022 at 12:15 p.m.

With no further discussion the meeting adjourned at 1:25 p.m.

Information Summary

DATE **AGENDA ITEM 2B**
November 23, 2022

SUBJECT
Light Rail Vehicle (LRV) Truck Rebuilds Contract Award

PURPOSE
To request authorization for the Chief Executive Officer (CEO) to execute a contract with Kinkisharyo International, LLC to rebuild two Light Rail Vehicle (LRV) motor trucks and one center truck for an amount of $376,626 plus a 10% contingency of $37,663 for a total of $414,289.

RECOMMENDATION
Staff recommends that the Board of Directors authorize the CEO to execute a contract with Kinkisharyo International, LLC to rebuild two Light Rail Vehicle (LRV) motor trucks and one center truck for an amount of $376,626 plus a 10% contingency of $37,663 for a total of $414,289.

BACKGROUND | DISCUSSION | CONSIDERATION
On March 14, 2021, LRV 103 was involved in a derailment with two other LRVs. LRV 103 incurred major structural damage that was beyond repair and was totaled by Valley Metro's insurance carrier. Valley Metro can salvage certain components from the damaged vehicle such as the 2 motor trucks and the center truck. These LRV trucks will need to be rebuilt by the OEM manufacturer of the vehicle and to conduct non-destructive testing to ensure the integrity of the trucks and to detect any flaws in the units.

The recommended vendor to perform the repairs is Kinkisharyo International, LLC and the repairs would be performed through a sole source procurement mechanism. Sole source is warranted and appropriate because Kinkisharyo is the only company that has the needed information, engineering resources, and parts to test and rebuild the trucks to OEM standards. The trucks will be shipped to Kinkisharyo's facility in New Jersey to complete the rebuilds and testing and then shipped back to the OMC when repairs have been completed and accepted by Valley Metro.

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

COST AND BUDGET
The cost to rebuild the LRV trucks is estimated to be $376,626 which includes all freight costs. A contingency amount of $37,626 (10%) is also requested as the rebuild cost is a best estimate at this time and may require adjustment if during the repair process unforeseen issues or hidden damage is revealed that calls for additional repair services in order to safely and securely repair the LRV trucks.

The LRV truck rebuilds will not be completed until FY2024 and will be included in the Proposed Valley Metro Rail FY2024 Operating budget and Capital Budget. This project will be partialy funded with FTA federal funds.

COMMITTEE PROCESS
RTAG: October 18, 2022 for information
RMC: November 2, 2022 approved
Board of Directors: December 1, 2022 for action

CONTACT
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ATTACHMENT
None

Information Summary

DATE **AGENDA ITEM 2C**
November 23, 2022

SUBJECT
Rail Inspection Vehicle Purchase

PURPOSE
To request authorization for the Chief Executive Officer (CEO) to purchase a rail inspection vehicle from RailPod, Inc. in an amount not to exceed $677,000 that includes annual subscription for data services and an annual maintenance program.

RECOMMENDATION
Staff recommends that the Board of Directors authorize the CEO to purchase a rail inspection vehicle from RailPod, Inc. in an amount not to exceed $677,000 that includes annual subscription for data services and an annual maintenance program.

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 has expanded another 3 miles to include Streetcar operations which includes additional passenger stations and sub-stations. Valley Metro is in need of equipment to perform regular inspections of the rail alignment. The inspection vehicle provides a full complement of geometry measurements including rail gauge, cross level, alignment, surface, speed, warp, twist, and curvature.

The inspection vehicle measures horizontal wear, vertical wear, gauge face angle and is able to compare differences in rail wear measurements over time with run-on-run comparisons, highlighting degradation and allowing for accurate end of life forecasting. These inspections will be performed annually. The inspection vehicle also provides height and stagger measurements for catenary systems, tracking changes and providing data and analytics to expose possible failure points. The vehicle attaches to any hi-rail truck or can be operated remotely as a stand-alone unit.

The recommended vendor for the purchase of the rail inspection vehicle is RailPod, Inc. and the purchase would be performed through a sole source procurement mechanism. Sole source is warranted and appropriate because RailPod, Inc. is the only company that has the needed equipment to provide the type of data for both track inspections and to provide information on the condition of the catenary. The Railpod system that is sold by this manufacturer is a patented, proprietary software machine. We have not completed a wheel-to-rail interface since the system was built. This equipment will allow us to do complete this testing regularly and provide much more additional information. Furthermore, it will aid us in accident investigations that involve a derailment.

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

COST AND BUDGET
The cost for the purchase of the rail inspection vehicle from RailPod, inc. is an amount not to exceed $677,000 which includes an annual subscription for data services and an annual maintenance program for field service and technical support. The cost of the rail inspection vehicle is included in the FY2023 Valley Metro Operating and Capital Budget. This purchase will be partialy funded with FTA federal funds.

COMMITTEE PROCESS
RTAG: October 18, 2022 for information
RMC: November 2, 2022 approved
Board of Directors: December 1, 2022 for action

CONTACT
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ATTACHMENT
None

Information Summary

DATE **AGENDA ITEM 3**
November 23, 2022

SUBJECT
Report on Current Events and Suggested Future Agenda Items

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

COST AND BUDGET
None

RECOMMENDATION
This item is presented for information only.

BACKGROUND/DISCUSSION/CONSIDERATION
None

COMMITTEE ACTION
None

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ATTACHMENT
None

Pending Items Request

Item Requested	Date Requested	Planned Follow-up Date