



MEETING AGENDA

DATE: Wednesday, July 27, 2022

TIME: 8:30 a.m.

Administration & Finance Committee, and Operations & Capital Projects Committee
(estimated at 9:30 a.m., although to be held immediately following the Administration & Finance Committee Meeting)

LOCATION: Staples Street Center – 2ND Floor Boardroom (602 North Staples St., Corpus Christi, TX)

ADMINISTRATION & FINANCE COMMITTEE

GABI CANALES, Committee Chair

Lynn Allison Jeremy Coleman Erica Maymi Aaron Muñoz

	TOPIC	SPEAKER	EST.TIME	REFERENCE
1.	Roll Call	M. Montiel	2 min.	-----
2.	Safety Briefing	M. Rendón	3 min.	-----
3.	Receipt of Conflict of Interest Affidavits	G. Canales	2 min.	-----
4.	Opportunity for Public Comment 3 min. limit – no discussion	G. Canales	3 min.	-----
Public Comment may be provided in writing, limited to 1,000 characters, by using the Public Comment Form online at www.ccrta.org/news-opportunities/agenda or by regular mail or hand-delivery to the CCRTA at 602 N. Staples St., Corpus Christi, TX 78401, and MUST be submitted no later than 5 minutes after the start of a meeting in order to be provided for consideration and review at the meeting. All Public Comments submitted shall be placed into the record of the meeting.				
5.	Discussion and Possible Action to Approve the Administration & Finance Committee Meeting Minutes of June 22, 2022	G. Canales	3 min.	Pages 1-7
6.	Discussion and Possible Action to Recommend the Board of Directors Authorize the Chief Executive Officer (CEO) or Designee to Approve the FY 2022 Operating and Capital Budget – Amendment #1	R. Saldaña	3 min.	Page 8 PPT
7.	Committee Chair Report	G. Canales	3 min.	-----
8.	Adjournment	G. Canales	1 min.	-----

Total Estimated Time: 20 min.

OPERATIONS & CAPITAL PROJECTS

ELOY SALAZAR, Committee Chair

Beatriz Charo Armando Gonzalez Anna Jimenez Matt Woolbright

	TOPIC	SPEAKER	EST.TIME	REFERENCE
1.	Roll Call	M. Montiel	2 min.	-----
2.	Safety Briefing	M. Rendón	3 min.	-----
3.	Receipt of Conflict of Interest Affidavits	E. Salazar	2 min.	-----
4.	Opportunity for Public Comment 3 min. limit – no discussion	E. Salazar	3 min.	-----
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5.	Discussion and Possible Action to Approve the Operations & Capital Projects Committee Meeting Minutes June 22, 2022	E. Salazar	3 min.	Pages 1-5
6.	Update to the Award of Contracts for External and Internal Engine Parts to include C.C. Battery, C.C. Freightliner, CD Starter, Cummins Southern Plains, Gillig, Kirks Automotive, and Muncie	D. Majchszak	3 min.	Page 6-7 PPT
7.	Discussion and Possible Action to Recommend the Board of Directors Authorize the Award of a Contract for the Construction of the Del Mar South Campus – Bus Stops (2) (Placeholder)	S. Montez	1 min.	Page 8 PPT
8.	Committee Chair Report	E. Salazar	3 min.	-----
9.	Adjournment	E. Salazar	1 min.	-----

Total Estimated Time: 21 min.

RURAL AND SMALL CITIES COMMITTEE

LYNN ALLISON, Committee Chair

Gabi Canales Beatriz Charo Jeremy Coleman Armando Gonzalez

NO MEETING

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BOARD OF DIRECTORS BUDGET WORKSHOP #1

	TOPIC	SPEAKER	EST.TIME	REFERENCE
1.	2023 Budget Workshop #1 a. Revenue Trends & Assumptions	R. Saldaña	20 min.	<i>PPT Attachment</i>

Total Estimated Time: 20 min.

On Friday, July 22, 2022 this Notice was posted by Marisa Montiel at the CCRTA Staples Street Center, 602 N. Staples Street, Corpus Christi, Texas; and sent to the Nueces County and the San Patricio County Clerks for posting at their locations.

PUBLIC NOTICE is given that the Board may elect to go into executive session at any time during the meeting in order to discuss matters listed on the agenda, when authorized by the provisions of the Open Meetings Act, Chapter 551 of the Texas Government Code. In the event the Board elects to go into executive session regarding an agenda item, the section or sections of the Open Meetings Act authorizing the executive session will be publicly announced by the presiding officer.

In compliance with the Americans with Disabilities Act, individuals with disabilities who plan to attend this meeting and who may need auxiliary aids or services are requested to contact the Assistant Secretary to the Board at (361) 903-3474 at least 48 hours in advance so that appropriate arrangements can be made. Información en Español: Si usted desea esta información en Español o en otro idioma, por favor llame al teléfono (361) 289-2712.

Mission Statement

The Regional Transportation Authority was created by the people to provide quality transportation in a responsible manner consistent with its financial resources and the diverse needs of the people. Secondly, The RTA will also act responsibly to enhance the regional economy.

Vision Statement

Provide an integrated system of innovative accessible and efficient public transportation services that increase access to opportunities and contribute to a healthy environment for the people in our service area.



**CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY
ADMINISTRATION & FINANCE COMMITTEE MEETING MINUTES
WEDNESDAY, June 22, 2022**

Summary of Actions

- 1. Roll Call**
- 2. Heard Safety Briefing**
- 3. Receipt of Conflict of Interest Affidavits – None Received**
- 4. Opportunity for Public Comment – No Public Comments**
- 5. Approved Action to Approve the Administration & Finance Committee Meeting Minutes of March 25, 2022**
- 6. Action to Recommend the Board of Directors Authorize the Chief Executive Officer (CEO) or Designee to Award a Contract to Acrisure LLC DBA Carlisle Insurance for Windstorm and Hail Insurance for FY 2022-2023 – Did not pass**
- 7. Heard Committee Chair Report**
- 8. Adjournment**

The Corpus Christi Regional Transportation Authority Board of Directors met at 8:30 a.m. in the Corpus Christi Regional Transportation Authority Staples Street Center facility located at 602 N. Staples Street, 2nd Floor Board Room Corpus Christi, Texas.

Call to Order & Roll Call

Gabi Canales; Chair, called the meeting to order at 8:31 a.m. Marisa Montiel called roll and state a quorum was present.

Board Members Present

Gabi Canales, Lynn Allison, Patricia Dominguez and Aaron Muñoz. Board Chair Dan Leyendecker and Armando Gonzalez joined virtually.

Board Members Absent

Philip Skrobarczyk.

Staff Present

David Chapa, Derrick Majchszak, Sharon Montez, Rita Patrick, Mike Rendón, Robert Saldaña and Marisa Montiel.

Public Present

Ben Schmidt, MV Transportation and Roland Barrera, Roland Barrera Insurance, joined virtually.



Safety Briefing

Mr. John Esparza gave the safety procedures stating they benefit the public, staff and the Board of Directors. He asked that in the event of an emergency, the audience will exit the boardroom to his right, their left, and proceed towards the west stairwell to the first floor where they will exit through the west doors. Once outside, everyone will go to the clock tower adjacent to the transfer station and he will be the last to get out to make sure that everyone gets out. He instructed to not use the elevator during an emergency and to not return until the all-clear is given. If a shelter-in-place is needed, this will be done in the westside stairwell.

Receipt of Conflict of Interest Affidavits

None received

At this time, the Board Members and Staff sang Happy Birthday to Director Patricia B. Dominguez.

Opportunity for Public Comment

None received

Public Comment may be provided in writing, limited to 1,000 characters, by using the [Public Comment Form](http://www.ccrta.org/news-opportunities/agenda) online at www.ccrta.org/news-opportunities/agenda or by regular mail or hand-delivery to the CCRTA at 602 N. Staples St., Corpus Christi, TX 78401, and MUST be submitted no later than 5 minutes after the start of a meeting in order to be provided for consideration and review at the meeting. All Public Comments submitted shall be placed into the record of the meeting.

Discussion and Possible Action to Approve the Administration & Finance Committee Meeting Minutes of May 25, 2022

DIRECTOR LYNN ALLISON MADE A MOTION RECOMMEND THE BOARD OF DIRECTORS APPROVE THE ADMINISTRATION & FINANCE COMMITTEE MEETING MINUTES OF MAY 25, 2022. DIRECTOR PATRICIA DOMINGUEZ SECONDED THE MOTION. CANALES, ALLISON, DOMINGUEZ AND MUÑOZ VOTING IN FAVOR. ABSENT SKROBARCZYK.



Action to Recommend the Board of Directors Authorize the Chief Executive Officer (CEO) or Designee to Award a Contract to Acrisure LLC DBA Carlisle Insurance for Windstorm and Hail Insurance for FY 2022-2023

Mr. Mike Rendón the Managing Director of Executive Affairs, presented the next item. He started with giving background information, stating that the Windstorm and Hail Insurance was underwritten through Acrisure, LLC DBA Carlisle Insurance for a one-year term with a premium of \$132,048 from July 2021 - July 2022. He states the company has provided windstorm and hail insurance for the past four years. He continues that the coverage will expire at the end of next month. The 2022-2023 premium for Windstorm and Hail coverage for identified CCRTA assets is \$242,744. Mr. Rendón pointed out that this is an 83% increase from last year. He says that the procurement department did their due diligence and he asked them to please do their best and requested they notify as many insurance companies as possible. Within the past four years, CCRTA has only gotten one company to participate. He continues that the RFP went out twice and it was posted to the Caller Times and is always on the CCRTA website. Staff has also notified B2G Now, which is a nationwide posting in which around 100 insurance companies participate. He states that 45 companies viewed the posting and there was a total of 186 viewings, meaning those companies were likely going back and looking into it. He says that two companies came back and requested additional information, however, they both did not submit proposals. Only one proposal was received and that was from Carlisle Insurance in the amount of the \$242,744. CCRTA also extended the RFP for an additional week since Carlisle asked for additional time to shop around. Since only one proposal was received, staff checked with legal counsel to see if CCRTA could hire Carlisle as the broker, he advised yes. The team moved forward last Friday giving Carlisle notice for an agreement to become the broker of record and they are currently shopping around for better pricing. He asked if anyone had any questions and mentioned Roland Barrera was on the virtual meeting.

Director Lynn Allison stated she had a few questions. She wanted to know the rate that was paid for 2020-2021 and 2019-2020, the date that this went out for RFP and commented that although she sees Mr. Barrera online on a consulting capacity, however, she does not see a representative from Carlisle present and does not know if Mr. Barrera is licensed for windstorm and can speak to that. She says as a Board, they sit in the capacity of serving the RTA and the client base but she is struggling with this item because they are in a bind and just wants more information. Mr. Rendón replied that the RFP was issued out 60 days ago and explained the process from there. He stated that around seven years ago the RTA was paying around \$148,000 then the next year it was \$132,000. Fast forward a few years, the lowest bids were between \$113,000-\$114,000 and Carlisle came in around \$84,000, so Mr. Rendón says he asked Mr. Barrera if the company was legit and he said yes. He then went over the increases throughout the years. He continued that it is predicted to be a busy storm season and CCRTA is in a high-risk area, not many providers are willing to participate. He asked Mr. Barrera to share his thoughts.



Mr. Barrera thanked Director Allison for her questions and said he didn't have the numbers currently in front of him, however, 2017 was one of the largest catastrophic years from his understanding in talking to his colleagues in the business. He added that 2021 had the second most costly year and they have to look at manual rates so they will assess how they calculate risk. He says that compounded with inflation that is currently going on in the nation and the other challenge is, carriers are sticking with brokers or agents that they have a comfort level with. He pointed out, in his opinion, a challenge in the procurement system is that when CCRTA goes out for bids and there are multiple brokers, one may have a good relationship with a particular carrier and the carrier wants to stick with them due to comfort, there may be an increase of 60% and the firm may say it's too high, and the broker may just opt out since it would be too much paperwork with procurement and the fact that it's a public deal. He says that most agencies, the city and a couple of school districts do is a request for qualifications of the broker and then they will have the broker negotiate on their own so they have access to all of the rest of the markets. He adds by doing what they did on Friday, in a sense Carlisle was the only proposer, the RTA contacted John Bell and got the okay to move forward because time is of the essence in this situation. This will allow them to continue to negotiate with other carriers on the RTA's behalf and hopefully come back with something more competitive. He says there are a bunch of different challenges that are happening at the same time, but hopefully the recent efforts will help come up with a better solution. He stated he could expand on anything else if the directors wish.

Director Allison pointed out the July 6th Board Meeting and she requested more information from Carlisle and some comparables along with their percentage increases. She appreciates the efforts from Mr. Rendón, the team, Mr. Bell and Mr. Barrera but needs more. Committee Chair Canales asked if by allowing Carlisle to be the broker, if they expect for them to bring better numbers by the July 6th meeting. She added that she agrees with Director Allison that the 83% puts them in a pickle and they have a duty to be insured and she just wants to know if they will have better numbers in July. Mr. Rendón said his recommendation is to vote on the item and recommend it to the board and between now and the July meeting, the team is hoping that Carlisle will bring a better number. He points out that the item states "not to exceed" the \$272,744, and that is what they would be voting for at this point. He adds that it would be risky for the Board not to move forward with this, it even runs the chance of Carlisle saying they do not want to participate any longer due to the risk. Mr. Rendón says that at the Board Meeting, if they are not satisfied, they can pull the item, discuss it and then vote on the item. He understands Director Allison's concerns and the fact that 83% is high and reiterated that other companies did not participate due to the risk.

Director Salazar mentions that he understands that replacement costs are factored into the increase and he asked Mr. Barrera who is the company that will insure this policy. Mr. Barrera replied that it is basically over different companies, Buds of London, United Specialty Insurance and Art Specialty Insurance. Director Salazar asked if Carlisle has access to companies like Farmers and Allstate. Mr. Barrera replied that yes, but it would



have a different carrier underneath it, so although not direct, they do work with them. Director Salazar said but with the windstorm, some will do a combination, for example the Weston is a company that he has used before and asked if that will allow this knowledge of the broker to be able to use them as a possible consideration. He continues that he feels overall, they are kind of stuck with this carrier due to the strict timeline but at the same time, he agrees with Director Allison that at the very least, Carlisle should be at the board meeting in July to help answer questions. He does appreciate Mr. Barrera and Mr. Rendón taking the time to answer their questions, however, Carlisle should be the ones answering their questions. Director Salazar asked if TWIA was considered at all as he finds it strange that they would not be willing to submit a proposal. Mr. Barrera said with the current procurement policy, the agents submit their best proposal and of the agents submitted, there was none from TWIA. He states that the RTA is not bidding directly to the carriers but are using an agent system. Director Salazar says in his experience TWIA has been more competitive than some of the carriers that have been mentioned here and he cannot imagine if the RTA asked for a price, that they would not provide one. Mr. Barrera emphasizes that it goes back to the procurement process and that is why they are recommending that they assign a particular group so that way they can go test out all the markets.

Director Allison appreciated what Director Salazar is trying to get across and says she is satisfied that staff and procurement are following the process of 60 days, however, it needs to be revisited when it comes to this type of insurance and to possibly expand it to 90 or 120 days. Mr. Saldaña said that procurement has a standard policy on this, however, it depends on the type of procurement that is going on. His staff has suggested to project managers to extend that period of time and it depends on when the project manager is ready to go out for that RFP and the time frame between that contract expiring. He continues that there is only a minimum amount of time in there but it could be longer. Director Allison said this was a lesson learned and it could definitely be looked at in the future. She asked that they get creative within this next week and perhaps look at things like paying out the contract at 25% and put it out there again.

Director Woolbright agreed with Director Allison's 25% fee extension suggestion. He says it is becoming too common that they are getting "here is our choice, it's not great, but we have 30 days, take it or leave it" and it's not the first time it has happened. He says it has happened on a six-figure contract and that is not good leadership. He asked if the process was started early, why are they getting it now with their backs against the wall. Mr. Rendón replied that any one insurance company can shop early and that is what Carlisle did and that's how they were able to lock in the price. Director Woolbright said this is not the better price, his friends in the industry said the average across the sector is 20%-50% so this is exceeding that by almost 60% on the high end of the sector average. Director Woolbright asked Mr. Saldaña in terms on when single bids were received in the past, what has been the policy on RFPs that only get one bid. Mr. Saldaña responded that typically if a single-bid that comes in, it's compared and part of the process of putting out an RFP is that you do a scope of work so the scope of the project may be understood and then a line item breakdown of all of the factors of getting the cost. Mr. Saldaña says when a single bid is



received you compare to the ICE to see if you're within the range, usually 10%. If outside of that range, you sit there and say, something happened in here and we've got to toss that out and we've got to either work a different scope of work in here or do a different method to find a better price. Director Woolbright asked if that process was done here. Mr. Saldaña replied that they have ICE in here and the market is what it is in this situation. He continues that the problem is that the contract is about to expire. Director asked what was the ICE number. Mr. Rendón replied that it was 10% of the \$132,000. Director Woolbright asked if he understands correctly, that if the bid is outside the 10%-20% of the ICE, the bid is not accepted and other options are looked at. Also, in this case, this put this price of \$60,000 less on the high side and it would be rejected but the recommendation is to keep it without exploring other options. Mr. Saldaña says it is being recommended because it is about to expire and it is hurricane season. Director Woolbright asked if they have the option of extending this as Director Allison said for the 25%, or a month to month option. Mr. Saldaña said it could be explored and discussed with the carrier but in the middle of hurricane season it would be difficult. Mr. Saldaña also suggested in moving this out early in the year vs. in hurricane season in the future. Director Salazar agreed with this. Mr. Barrera said that there are a limited number of professionals that are capable to insure \$45 million worth of assets. He continues that he is optimistic that Carlisle will have something more competitive by the 6th and they will be here to answer questions.

Director Woolbright mentions the fact that CCRTA is a public entity, however, it has not seen an 80% increase in the last four years and that is far beyond the industry average. Mr. Barrera replied that there was only one bidder and that is as a result of the procurement process. Director Woolbright asked how much compensation Carlisle will receive from working on the CCRTA's behalf. Mr. Barrera responded, typically 10%. Director Woolbright said that equates to approximately \$25,000. He follows up with asking what advantage does the agency have for having an exclusive broker when the CCRTA's interest is for the lowest contract. Mr. Barrera replied that because the party of which they are insured that they will have a long-term contract with those individuals because they will feel confident as such. He said there may work on a fee basis as well and that is something that will need to be looked at during the procurement process. Director Woolbright asked if it was a fee basis or 10%. Mr. Barrera replied it is the 10%, however, other options could have been done through the procurement process, which were not incorporated in this process. Director Woolbright asked why Carlisle was knocked out of several other areas. Mr. Barrera said that in this market, some carriers and underwriters will stick with agents or brokers that they have a comfort level with. Director Woolbright says he is not on this committee, however, during a full board meeting, he will support a 25% surcharge to extend the contract through hurricane season.

Committee Chair Canales says although Director Woolbright is not on the committee, his comments are appreciated and he may vote at the full board meeting in July. Committee Chair Canales called for a motion to approve the item. Director Muñoz made a motion to approve the item, however Committee Chair Canales hear no second and stated the item failed to pass approval. She said she could not second the item at this time with the current



information at hand, however, she understands they have until the July 6th Board meeting and it may be passed then if more favorable information is brought forward at that time. Board Chair Leyendecker says that he can always call for a special meeting to consider new rates if things are not resolved by July 6th. Director Muñoz said that his concern is asking what the game plan is going forward. He says the increase is astronomical and he just wants CCRTA to have an option to give Carlisle some time to come back with competitive rates and then the board may evaluate on July 6th and if they have to take a 25% option then that may be considered. He follows with saying having to negotiate during hurricane season is tough and it would be great to do this at time when they have more leverage. He asked if this is not approved today, what the plan is moving forward. Director Woolbright replied that it could be passed on an emergency basis at the meeting. Committee Chair Canales says that if item fails today, it could be carried to the July 6th agenda. Director Woolbright asked if CCRTA is still able to go to other brokers and see if they could get a more competitive rate, even though something was signed with Carlisle Friday. Mr. Rendón replied that once the number is out there, it would be difficult since other brokers know that number. Director Woolbright expressed that four days before this meeting when they were going to vote on the item, an agreement was signed without taking it to the board that binds their hands to only work with one broker. Mr. Barrera replied yes, after discussion with legal counsel, they felt that was the best option since only one proposal was received based on the current procurement method. The attempt was to provide the board with an option to improve on the current \$242,744 bid. He suggested they can approve the \$242,744 at this time, and staff could initiate a new procedure to choose a new broker to empower them to do that. Director Woolbright asked what was the incentive in initiating the motion on Friday rather than after today's meeting. Mr. Barrera emphasized that time is of the essence in this situation, especially with the holiday coming up. Director Woolbright pointed out that it's one business day and it seems like a small reward for signing an exclusive agreement without taking it to the board at all. Mr. Barrera states he welcomes his challenges, however, this would have needed to gone to full board not the committee, so they were on a tight timeline.

Heard Committee Chair Report

Committee Chair Canales thanked everyone for their input during the meeting. She thanked staff and Council Member Barrera and she hopes the discussed item can be resolved at the July 6th Board Meeting. She asked if anyone had further comments. Mr. Mike Rendón commented that there are two weeks that hopefully Carlisle can do their due diligence and hopefully can get a better price. Chair Canales asked that the staff obtain a quote from TWIA as Director Salazar suggested. Director Allison requested Carlisle be present at the Board Meeting to help address any questions. Mr. Rendón stated, yes, the team will work to get them in.

Adjournment

There being no further review of items, the meeting adjourned at 9:26 a.m.

Reviewed by: Stephanie Alvarez
Submitted by: Marisa Montiel



Subject: Authorize to Approve the FY 2022 Operating and Capital Budget – Amendment #1

Background

On November 3, 2021, the CCRTA Board of Directors adopted the Fiscal Year 2022 Operating and Capital Budget. The Board of Directors adopted a balance budget, which included revenues and expenses both totaling \$55,246,147.

Identified Need

As a result of the COVID-19 pandemic, the US Government approved three (3) different stimulus packages to help the national economy recover from the shutdown to control the spread of COVID-19. These three (3) rounds of stimulus monies helped supplement the CCRTA's revenue stream while in the midst of a depressed economy.

1. Coronavirus Aid, Relief, and Economic Security Act (CARES Act) - \$16.3 million
2. Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSAA) - \$6.8 million
3. American Rescue Plan - \$17.6 million

The Fiscal Year 2022 Operating and Capital budget is being amended to include the operating portion of the third round of federal supplemental monies.

Financial Impact

The total revenues will increase by \$4,459,019 due to the availability of \$17.6 million from the American Rescue Plan (ARP) grant. The timing of the amendment is take advantage of rising interest rates. With the high inflationary rates that we have been experiencing throughout the calendar 2022 year, the Federal Reserve has been periodically increasing the Fed Funds rate to slow down the economy in anticipation for a "soft landing" to minimize the potential for a recession. Because of the increasing Fed Funds rate over the past several months, the CCRTA has seen opportunity to ladder investments and recognize an increase in our investment returns.

Board Priority

The Board Priority is Public Image & Transparency.

Recommendation

Staff request that the Administration & Finance Committee to recommend the Board of Directors authorize the Chief Executive Officer (CEO) or Designee to approve the 2021 Operating and Capital Budget – Amendment #1.

Respectfully Submitted,

Submitted by: Robert M. Saldaña
Managing Director of Administration

Final Approval by: 
Jorge G. Cruz-Aedo
Chief Executive Officer



**CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY
OPERATIONS & CAPITAL PROJECTS COMMITTEE MEETING MINUTES
WEDNESDAY, June 22, 2022**

Summary of Actions

- 1. Roll Call**
- 2. Heard Safety Briefing**
- 3. Receipt of Conflict of Interest Affidavits – None Received**
- 4. Provided Opportunity for Public Comment – None Received**
- 5. Approved the Operations & Capital Projects Committee Meeting Minutes of May 25, 2022**
- 6. Approved to Recommend the Board of Directors Authorize the Chief Executive Officer (CEO) or Designee to Award Contracts to CD Starter Service LLC, Cummins Southern Plains, and Gillig for External and Internal Engine Parts**
- 7. Approved to Recommend the Board of Directors Authorize the Chief Executive Officer (CEO) or Designee to Enter into an Interlocal Agreement with Dallas Area Rapid Transit for GoPass Subscription and License**
- 8. Heard Committee Chair Report**
- 9. Adjournment**

The Corpus Christi Regional Transportation Authority Board of Directors met at 9:00 a.m. in the Corpus Christi Regional Transportation Authority Staples Street Center facility located at 602 N. Staples Street, 2nd Floor Board Room Corpus Christi, Texas.

Call to Order & Roll Call

Eloy Salazar, Committee Chair, called the meeting to order at 9:33 a.m. Ms. Marisa Montiel called roll and stated a quorum was present.

Board Members Present

Eloy Salazar, Beatriz Charo, Armando Gonzalez (virtual) and Matt Woolbright. Board Chair Dan Leyendecker attended virtually.

Board Members Absent

Anna Jimenez

Staff Present

David Chapa, Angelina Gaitan, Sharon Montez, Rita Patrick, Mike Rendón, Robert Saldaña, and Marisa Montiel. MV Transportation: Ben Schmit.

Public Present

None



Safety Briefing

Mr. Mike Rendón asked that in the event of an emergency the audience would exit the boardroom to his right, their left, and proceed to the first floor where they will exit through the west doors. Once outside, report to the clock tower adjacent to the transfer station.

Ms. Montiel would account for all of the board members and Mr. Rendón would be the last to be out to make sure that everyone exits properly. He asked to please not use the elevator during an emergency and do not return until the all-clear is given. If a shelter in place is needed, everyone will do so in the west stairwell.

Receive Conflict of Interest Affidavits

None Received

Opportunity for Public Comment

None Received

Discussion and Possible Action to Approve the Operations & Capital Projects Committee Meeting Minutes of May 25, 2022

DIRECTOR BEATRIZ CHARO, MADE A MOTION TO APPROVE THE OPERATIONS & CAPITAL PROJECTS COMMITTEE MEETING MINUTES OF MAY 25, 2022. DIRECTOR MATT WOOLBRIGHT SECONDED THE MOTION. SALAZAR, CHARO AND WOOLBRIGHT VOTING IN FAVOR. ABSENT GONZALEZ AND JIMENEZ.

Discussion and Possible Action to recommend the Board of Directors Authorize the Chief Executive officer (CEO) or Designee to Award Contracts to CD Starter Service LLC, Cummins Southern Plains, and Gillig for External and Internal Engine Parts

Mr. Derrick Majchszak gave the item presentation and stated the Board Priority for this item is public image and transparency. For the background, there are 1,900 plus unique replacement parts, including instrumentation, vehicle body, drive train, electrical, engine/motor systems and accessories. Replacement parts are OEM or approved equal. Contract agreements help with firm pricing. He stated these are for multiple contracts and defined categories of external engine parts that include turbo, exhaust gas recirculation cooler, etc., and internal engine parts that are cylinder heads, pistons and rods and other seals. He noted that the current contracts expire this is month and will be for one year. He mentions that is a good thing with the current volatile pricing with the external parts with Cummins. There is no DBE requirement. Mr. Majchszak says total expenditures are determined by actual usage and funding historically includes combined resources from the Federal Preventive Maintenance (5307) and local funds. Funds are allocated in the board approved annual operating budgets. The estimated one-year project cost is \$136,750. He recaps the recommend awardees for the contract, CD Starter Service with 561 parts for a total price of \$7,259.99, Cummins Southern Plains with 1,348 parts at about \$100,382, and Gillig with 862 parts at \$29,107.59. For a total cost of \$136,750. He asked if anyone had questions and heard none. Director Gonzalez joined virtually at 9:37 a.m.



DIRECTOR MATT WOOLBRIGHT MADE A MOTION TO RECOMMEND THE BOARD OF DIRECTORS AUTHORIZE THE CHIEF EXECUTIVE OFFICER (CEO) OR DESIGNEE TO AWARD CONTRACTS TO CD STARTER SERVICE LLC, CUMMINS SOUTHERN PLAINS AND GILLIG FOR EXTERNAL AND INTERNAL ENGINE PARTS. DIRECTOR BEATRIZ CHARO SECONDED THE MOTION. SALAZAR, CHARO, GONZALEZ AND WOOLBRIGHT VOTING IN FAVOR. ABSENT JIMENEZ.

Discussion and Possible Action to recommend the Board of Directors Authorize the Chief Executive officer (CEO) or Designee to Enter into an Interlocal Agreement with Dallas Area Rapid Transit for GoPass Subscription and License

Mr. Majchszak presented the item stating the board priority is innovation. For the background, he stated staff and the board are seeking to continuously improve the rider experience and want to modernize the fare payment and trip options by having a mobile app that can do both. DART developed GoPass with a company called UNWIRE and implemented the first iteration with GoPass 1.0 in 2013. He mentions he was in Trinity when they first started utilizing the service. In regards to the on-demand scheduling service component, it began being offered in 2019 with a partnership through Spare. There are currently five other Texas transit agencies and one in Oklahoma using the service: DART, Trinity Metro, DCTA, STAR transit, Lubbock and Tulsa. He noted there are other agencies using the service through a white label agreement. In discussing the history of the GoPass mobility platform, in 2013 the first iteration came out and was very basic. The user could show it to the operator and then it had capabilities to list some special events. Another good purpose is being a regional app and one of the first in the country. There are regional passes that go across the DFW area on the rail and the bus systems. In 2014, one of the unique things that the RTA could benefit from is that Lubbock is selling Texas Tech football tickets on the app, so the RTA could do that with the local University and so forth. He states in 2015, GoPass had deep linking with Uber and Lyft and the app showed where the services were and the wait times. In 2016, they introduced corporate and university passes. So essentially, they could have a deal with a business district for a pass that could last a year or so and it would be with particular companies wanted to buy their employees a monthly pass, it would show up just for that employee(s). In 2017, GoPass was given an FTA grant to improve the service. In 2018, is when GoPass 2.0 was released and it included real-time trip planning and cash to mobile for those who do not have bank accounts or credit/debit cards. The rider could go to a 7-Eleven or Cash Express and a few others, and give them cash and the business could pre-load the funds onto their account. The app also enabled fare capping, for example, it would not exceed the cost of a monthly pass should they reach that amount. GoPass also won a NAFTA innovation award in 2019 and this is when they truly became multimodal. He continues that in 2021, alerts integration began and allows users to report many things to the provider, such as security, service or maintenance concerns. There is also a web trip planner. In 2022, the function was added to where users could use one app to book every transportation service that is needed for a trip. There are several other functions that could also be utilized with this app.



Mr. Majchszak says that if the CCRTA board approves the item, it will take some time to go through DARTS board process. First, it will go to their committee on July 12th and then the full board on August 23rd. In the meantime, both teams will be working on the background information so the process goes smoothly once approved. The goal is to have this implemented by the end of October. He states there is no DBE requirement and the total expenditures determined by fees established in the Interlocal Agreement and Actual Transactions by the customers. This project will utilize local funds and are allocated in the board approved annual operating budgets. The estimated first year project cost is \$110,825.00. Interlocal will be an annual auto renewing agreement that can be terminated with proper notification. He displayed a three-year chart of the associated costs, which include phase one, add on items, phase two and any activation or annual fees.

Mr. Majchszak then asked if the board had any questions. Director Woolbright stated he has been asking for this item for four years and he is thrilled about it. He then asked what is the cost to white label it and put the RTA's logo on it. Mr. Majchszak replied he does not have that at the moment but that there are additional charges, however, one of the benefits is that it will show the RTA next to other transit agencies so users may plan their trips. Director Woolbright followed up by asking if there are advantages to not white labeling the item. Mr. Majchszak replied that if anyone logs into the app, the RTA would be listed there and they would be able to sign up for alerts on what is being posted by the RTA. Committee Chair Salazar stated he had a couple of questions and comments. He stated that during the pre-committee meeting, it was discussed but he asked if staff could let the full board know at their next meeting that the team did research other companies and this one was the one that was specialized in this area. He continues that just in the future to show that the due diligence was done. He asked what percentage of passengers are currently using the apps that the RTA currently has and the projected increase in revenues as a result of this proposal. Mr. Majchszak said that he would pull the data. Mr. Salazar also asked if the team could provide a board of some of the major stops where it would trigger a signal to some kind of board that people would know that the bus is for example, five minutes away and asked if this is something currently in place. Mr. Majchszak replied that there are a few of these out there currently, which are called "smart stops".

DIRECTOR MATT WOOLBRIGHT MADE A MOTION TO RECOMMEND THE BOARD OF DIRECTORS AUTHORIZE THE CHIEF EXECUTIVE OFFICER (CEO) OR DESIGNEE TO ENTER INTO AN INTERLOCAL AGREEMENT WITH DALLAS AREA RAPID TRANSIT FOR GOPASS SUBSCRIPTION AND LICENSE. DIRECTOR BEATRIZ CHARO SECONDED THE MOTION. SALAZAR, CHARO, GONZALEZ AND WOOLBRIGHT VOTING IN FAVOR. ABSENT JIMENEZ.



Heard Committee Chair Report

Mr. Eloy Salazar commented that he is excited about the app and he feels it is going to be great. He asked if the committee had any further comments and hearing none, he adjourned the meeting.

Adjournment

Adjourned at 9:53 a.m.

Reviewed by: Stephanie Alvarez

Submitted by: Marisa Montiel



Subject: Update to the Award of Contracts for External and Internal Engine Parts to include C.C. Battery, C.C. Freightliner, CD Starter, Cummins Southern Plains, Gillig, Kirks Automotive, and Muncie.

Background

The RTA purchases the majority of parts needed to maintain the RTA fleet through bus and engine parts contracts. Replacement parts are distinct to meet or exceed Original Equipment Manufacturer (OEM) or approved equals.

The Vehicle Maintenance Department may only purchase a portion of the parts that are under this agreement; however, it is advantageous to lock in supply contract prices with various suppliers utilizing volume discounts, with parts acquired only as needed.

Identified Need

An External and Internal Engine Parts contract help will ensure product availability meets parts demands while maintaining competitive pricing. The contract will include parts for all specialized external and internal engine parts to keep the fleet in state of good repair and maintain any warranty coverages.

The IFB was issued for a one (1) year contract. Awarding of contracts for External and Internal Engine Parts was originally approved at the July 6th Board meeting. After the initial award we were contacted by other vendors, who had submitted bids, regarding difficulty cross referencing OEM part numbers with manufacturer part numbers.

Disadvantaged Business Enterprise

There is no DBE requirement for this procurement.

Financial Impact

Total expenditures will be determined by the actual parts usage. Funding historically includes combined resources from Federal Preventative Maintenance and local funds. The estimated one-year base contract cost at the current service levels is \$182,000.00, and funds are allocated in the Board approved annual operating budgets.

Recommended Awardees for Contracts, not to exceed the extended costs which is the cost if all parts were ordered through the vendor at the maximum quantities.

Vendor	Total # of Parts	Bid 1 (Lowest Bid)	Bid 2 (2nd Lowest)	Bid 3 (3rd Lowest)	Total Extended Cost
CC Battery	560	\$ -	\$ 4.05	\$ 33.50	\$ 16,904.65
CC Freightliner	2,061	\$ 68,502.67	\$ 65,638.01	\$ 2,581.81	\$ 246,438.89
CD Starter	561	\$ 33.98	\$ 29.99	\$ -	\$ 15,186.39
Cummins Southern Plains	1,346	\$ 76,682.20	\$ 58,359.65	\$ 2,731.16	\$ 214,120.47
GILLIG	862	\$ 27,034.78	\$ 3,082.62	\$ 179.48	\$ 60,887.08
Kirk's Automotive	4	\$ 4,548.00	\$ -	\$ -	\$ 4,548.00
Muncie	609	\$ 5,455.57	\$ 1,977.18	\$ 113.25	\$ 31,514.30

Board Priority

This item aligns with the Board Priority – Public Image and Transparency.

Recommendation

Staff requests that the Operations & Capital Projects Committee recommend the Board of Directors authorize the Chief Executive Officer (CEO) or designee to Update the Award of Contracts for External and Internal Engine Parts to include C.C. Battery, C.C. Freightliner, CD Starter, Cummins Southern Plains, Gillig, Kirks Automotive, and Muncie.

Respectfully Submitted,

Submitted by: Bryan Garner
Director of Maintenance

Reviewed by: Derrick Majchszak
Managing Director of Operations

Final Approval by: 
Jorge Cruz-Aedo
Chief Executive Officer



CORPUS CHRISTI REGIONAL
TRANSPORTATION AUTHORITY

Operations & Capital Projects Committee Meeting Memo

July 27, 2022

**Subject: Placeholder for Contract Award for Construction of Del Mar College
Southside – Bus Stops (2)**

Background

The Invitation for Bids for the Del Mar College Southside – Bus Stops (2) was issued July 7th, and a pre-bid was held July 14th. There were numerous contractors in attendance.

The bids are due July 28th, the day after the Operations and Capital Projects Committee Meeting. Therefore, once the bids are received on Thursday, July 28th, they will be reviewed, and brought forth to the Board of Directors, on Wednesday, August 3rd, for the purpose of awarding a contract to the lowest/responsive bidder for the Construction of Del Mar College Southside – Bus Stops (2).

Recommendation

This item is for informational purposes only.

Respectfully Submitted,

Submitted by:


Sharon Montez

Managing Director of Capital Projects and Customer Services

Approval:


Jorge G. Cruz-Aedo

Chief Executive Officer