

MEMPHIS AREA TRANSIT AUTHORITY

1370 Levee Road
Memphis, TN 38108
Telephone: 901-722-7100 www.matatransit.com

MINUTES OF 11/7/17 ITEM I

Gary J. Rosenfeld
Chief Executive Officer

Board of Commissioners

Sean Healy, Chairman

Andre Gibson, Vice Chairman

Commissioners

Kristen Bland

Tommy Pacello

Roquita Coleman-Williams

John C. Vergos

Martin Lipinski

Shelia Williams

AGENDA

for the

Special Meeting of the MATA Board of Commissioners

November 7, 2017

10:30a.m.

- I. **Call to Order** Andre Gibson
- II. **Board Roll Call** Linda Eskridge
- III. **Approval of Minutes**
 - a. Minutes of the Regular Board Meeting held on September 26, 2017
- IV. **Consent Agenda Items** Andre Gibson
 - a. Resolution Authorizing Free Fares for Veterans on November 11, 2017 – Res. No. 17-38
 - b. Resolution to Approve a Contract with Genfare/SPX to Upgrade Fare Collection Software and Hardware- Res. No. 17-39
 - c. Resolution to Award a Five-Year Contract to Rotolo Consultants, Inc. for Lawn Maintenance – Res. No. 17-40
 - d. Resolution for Disposal of Obsolete Vehicles & Equipment Res. No. 17-41
 - e. Resolution to Approve a Contract Modification SNC Lavalin Rail & Transit, Inc. – Res. No. 17-42
- V. **Finance Committee Items**
None

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- VI. **Service and Development Items**
 - a. Resolution to Approve December 2017 Service Changes – Res. No. 17-43

 - VII. **Speaker Acknowledgement** Linda Eskridge

 - VIII. **Old/New Business** Andre Gibson
Next Regular Board Meeting will be November 28, 2017 at 3:30 p.m.

 - IX. **Adjournment** Andre Gibson

CALL TO ORDER: A regular meeting of the MATA Board of Commissioners was called to order by Chairman Sean Healy at 2:00 p.m. on Tuesday September 26, 2017 at 1370 Levee Road Board Room.

BOARD ROLL CALL:

Present: Chairman Sean Healy, Vice Chairman Andre Gibson
Commissioners: Tommy Pacello; Martin Lipinski; John Vergos; Lauren Taylor; Kristen Bland

Absent: Roquita Coleman-Williams; Shelia Williams

Quorum: Yes

Staff: Lawson Albritton, Senior Administrative Officer; Anthony Amos, Compliance Manager; Linda Eskridge, Board Secretary; Lori Johnson, ATU; Nicole Lacey, Chief Communications Officer; John Lancaster, Director of Planning & Scheduling; Al McCoy, Asst. Director of Finance; Maury Miles, Director of Grants & Procurement; Gil Noble, Chief Financial Officer; Alvin Pearson, Chief Operations Officer; Gary Rosenfeld, Chief Executive Officer;

Guests: Cynthia Bailey, MBRU; Makayla Boswell, University of Memphis; Nicole Bowen: Pearly Bowen, MATAplus Customers; Suzanne Carlson, Innovate Memphis; Justin Davis, MBRU; John Haas, Tenn Traxx; Kenya Hooks, City of Memphis; Sammie Hunter, MBRU; Charles P. Johnson, MBRU; James Johnson, Small Planet Works, Inc.; Natalie Martin, University of Memphis; Ray McClanahan, MBRU; Johnnie Mosley, Citizens for Better Services; Anthony Moss, Memphis Mirror; Wayne Risher, Commercial Appeal; Alice Rosenfeld, Guest; Alvan Sanchez, Memphis MPO; Jordan Smith, Memphis MPO; Nick Warren, Memphis MPO; Gilda Williams, MATA Patron

Ms. Linda Eskridge, Board Secretary welcomed all guests and staff to the September 26, 2017 Board of Commissioners Meeting. Ms. Eskridge encouraged everyone to visit the MATA website for updates on any Board Meeting changes. She turned the meeting over to the Speaker Facilitator, Mr. Lawson Albritton, and he gave an update on the Speaker cards, comments or concerns, and how they would be addressed.

APPROVAL OF August 29, 2017 BOARD MINUTES – Mr. Vergos moved for approval of the minutes. Mr. Lipinski seconded the motion and the August 29, 2017 minutes were unanimously approved.

CEO's REPORT: Gary Rosenfeld

- On Sept 21st a test was done on Trolley 799 and it hit the rails in front of the Trolley line on its own power, which is a big step in the right direction. The FTA team from Atlanta, as well as TDOT representative were present. Mr. Doug McGowan, COO at the City, who is a big supporter of MATA was present and was approached by the media for comments. Mr. Rosenfeld commended the trolley team for meeting the goal that was set. He also thanked Nicole Lacey, CCO for putting together a huge media bliss that was very successful. Lots of weeks of testing coming up.
- On Sept. 27th community stakeholders met with Memphis 3.0 Team and the Transit Vision Team and participated in some exercises of which you will get a full update on later in the meeting. Commissioner Gibson was in attendance as well. The team took a series of votes and the

consulting team was very well put together in terms of putting the information together in such a way that we would get good, solid information on direction of where the community wants to take transit and the value that the community places on transit.

- MATA will again participate in the Stuff-the-Bus Event. In 2016 MATA collected enough food for about 11,000 meals and our goal for 2017 is 12,000 or 13,000 meals. Mr. Rosenfeld stated this is not surprising as we have a very generous and compassionate workforce, and there was an over average number of volunteers for this event that will take place at Poplar Plaza and will last all day.
- On Saturday Sept. 30th MATA will hold our Bus Operators' Roadeo, for both fixed route and MATApplus. The trolley drivers and Rubber Wheeled driver may also participate. This a great demonstration of driver skill as we are expecting about 40 operators out of 200. There will be over 30 vendors set up in support of our overall Health and Wellness Campaign. Susan Schubert and the Human Resource team has done an excellent job putting this campaign together.
- A special award was presented to Bus Operator Luberta Danner, for receiving 100% on-time performance five days, five times. MATA would like to recognize her for her efforts and performance. Eight other operators were recognized for 92%; 10 Matapplus operators for 97%; and three Trolley operators for OTP for the month of August.
- Key Performance Indicators – There was a nice rebound from July in ridership. This may be a direct reflection from the weather as well as school being back in session. On-time performance took a dip from July to August, again this could be related to school going back in session, but we still did considerably better than the previous year at 74% in August 2017 and 67% in August 2016. Passenger complaints per 100,000 boarding is still clearly within industry standards. This is one of those areas that will be heavily focused on by a quarterly report card. Miles between Road Calls went down in August, which probably contributed a little to on-time performance issues, again this may be due to heavy air-condition season, which is turn, causes maintenance issues. Preventable accidents had a nice drop between August 2016 and August 2017. ***Mr. Gibson asked if there is an internal report kept on maintenance issues downtime? Mr. Rosenfeld stated that it is kept in an operational report, but we don't know the level to which it is reviewed but when we have a time or miles deducted we, due to maintenance issue, must deduct from our reported revenue hours. We also had a big push on social media to announce when fixed route vehicle is running late because we owe it to our customers.***
- *Mr. Rosenfeld gave an update on his business calendar for the upcoming month*
- *The next MATA Board Meeting is scheduled for October 31, 2017.*

Mr. Rosenfeld, CEO and Chairman Sean Healy presented a Plaque to Commissioner Lauren Taylor for her services on the MATA Board of Commissioners. Today was her last Board Meeting due to her busy schedule, and we thank Lauren for her commitment to MATA and to the Board.

X. Finance Committee Resolutions

a. Resolution to Approve Capital Budget for FY2018

– Res. No. 17-30

Gary Rosenfeld

Discussion: Mr. Rosenfeld presented this resolution to the MATA Board of Commissioners. This is a spending plan and not authorization to spend. We have a procurement guideline set up to prevent us from just outlandishly spending money even though it is in the budget.

This resolution was presented to the Budget Committee on Friday September 22, 2017 and was endorsed by the committee.

Mr. Lipinski moved that the resolution be put on the floor for discussion and Mr. Gibson seconded the motion. After no further discussion, **Resolution No. 17-30 was unanimously approved.**

b. Resolution to Approve Operating Budget for FY2018

– Res. No. 17-31

Gary Rosenfeld

Discussion: Mr. Rosenfeld presented this resolution to the MATA Board of Commissioners. This budget is used to fund a list of departments, and is the operating side of our budget which covers Salary and Wages, Material

and Supplies; Utilities/Telephone, insurance and other miscellaneous items that are comprised in the Operating Expenses. This resolution was also put before the Budget Committee on September 22, 2017 and was endorsed by the committee. **Ms. Taylor moved that the resolution be put on the floor for discussion and Ms. Bland seconded the motion.** **Questions:** *Mr. Vergos had a concern about the revenue and expenses being out of balance as they have always been. Mr. Rosenfeld stated that it is the OPEB change and it isn't any better than it has been in outgoing years. We do anticipate getting another letter from the State Office of Controllers to alert the Board and management that we are operating in deficit spend situation. While we are recognizing the expense on our balance sheet, we do not have the funds for the expense now. This is for post-employment benefits, which include pension and medical, MATA has taken steps in the past years to limit the future growth of these expenses. There is some light at the end of the tunnel. Mr. Pacello stated he feels that as a group, it is imperative that we continue to think about how we address this revenue side for MATA. Mr. Healy stated that he agrees and the timing is good as we have Jarrett Walker & Associates here to talk about our opportunities going forward.* **Resolution No. 17-31 was unanimously approved.**

XI. **Consent Agenda Items**

Sean Healy

There are six items on the Consent Agenda and Mr. Healy asked if anyone wanted to pull any item(s) from Consent. Mr. Gibson asked for Res. No. 17-37 to be moved from the Consent Agenda for discussion. Resolution No. 17-37 was moved to the Service and Development Committee. Mr. Healy then called for a motion on the remaining five items. **All five items- (Res. Nos. 32-36) were unanimously approved.**

- a. Resolution to Award a Contract for the Repair and Replacement of the Canopy at American Way Transit Center – Res. No. 17-32
- b. Resolution to Authorize the Purchase of Diesel Fuel – Res. No. 17-33
- c. Resolution to Authorize the Purchase of Unleaded Gasoline – Res. No. 17-34
- d. Resolution to Award a Contract for Wheel-to-Rail Interface Study to Harsco Rail – Res. No. 17-35

- e. Resolution to Award a Contract for the Purchase of Eight Wheelchair-Accessible Vans – Res. 17-36

XII. Service and Development Resolution(s)

- a. Resolution Appointing Gary Rosenfeld as President/General Manager -Res. No. 17-37

Discussion: Chairman Healy presented this resolution to the Board as an official appointment of Mr. Gary Rosenfeld as General Manager/CEO of MATA for a term of three years with an opportunity to extend that at MATA's pleasure for two additional years if he sees fit. **Ms. Taylor moved that the resolution be put on the floor for discussion. Mr. Gibson seconded the motion.** Mr. Gibson called for a motion to table this resolution and take it back to the committee for further discussion among Board Members on the terms and process by which we arrived at this decision. He stated that It is not about the individual nor about the outcome, but more about the process of how the decision was made and the terms that were presented to us. Mr. Pacello seconded the motion. Mr. Vergos stated that if we are not going to ultimately change the outcome, and while he agrees that we were not abreast of it, he doesn't understand why we wouldn't go ahead and approve the contract and that whatever the discussion is we could resolve that today. Mr. Pacello wanted to know if there was anything that Andre wanted to specifically ask. Mr. Gibson felt that he would prefer to discuss this in more of an Executive Session- type meeting, as he see the need for more discussion.

Mr. Healy then called a question on the motion to table Res. No. 17-37. **The motion to table did not pass.** Mr. Vergos stated that he would like for the Board to discuss soon what Andre has requested by his motion, as we may have the same issue coming up again, and need to know how we come about this in the future. **Resolution No. 17-37 was approved 6 to 1. Andre Gibson did not approve due to the lack of information on the process by which the decision was made.**

FINANCIAL REPORT

**Gil Noble, CFO
August 2017**

Mr. Noble reported on the first two months of the fiscal year

We are approving this a couple of months in. We knew where a lot of our revenue expenses were when we budgeted these two months and we are not completely right on budget for these two months, so there is not really a lot to discuss at this point. Our Passengers Fares continue to decline for this two-month period. It is 12% unfavorable to 2016, and year 2016 was lower than year 2015. This is a challenge that we need to address in our transit service. Our Cash Status as of month end is about \$6.4MM favorable to last year, which includes \$5MM in bridge funding provided by the City of Memphis. The \$5MM was still outstanding at the end of August but is at zero now. Our financial status is stable for this time of year. It is in the spring that we will be re-addressing getting a city bridge funding to get us through next spring. This ended the Financial Report. Mr. Rosenfeld stated that when we use the term "the city gave us money" it's cash flow only and it had to do with the timing of the receipts of our federal funds. Federal budget year for 2018 does not start until next week.

SPEAKERS

Mr. John Haas – Tenn Traxx - 6658 Bent Birch Cove

Mr. Haas gave an update on Passenger Rail Regional news. Since the last Board Meeting, they received news from Arkansas and their passenger rail program is alive again also no schedules on anything has been set, but they are back on track to run a line between Little Rock and Memphis. From Virginia, passenger rail service extends from Lynchburg to Roanoke and service starts next month.

The next phase of the contract will be going to Bristol. Bolton, Illinois has a new train station that opened about two weeks ago and was funded by Stimulus funds and TIGER grants. He stated that they are still working from Memphis.

Mr. Justin Davis- MBRU – 382 Collins St., Memphis, TN 38113

Mr. Davis thanked the MATA staff for meeting with MBRU to discuss the 31 Firestone. After leaving the meeting they still have some concerns and would like to reiterate their request to extend the run time on the 31 Firestone demonstration period by at least a month. They were deeply concerned that a bus was running through the New Chicago area that lots of the residents did not recognize for more than a full month out of a four-month demonstration period. The fact that ridership on the 31 Firestone has improved within the past week since the new bus has been placed there does support this. We all agreed on the need for vastly increased funding for expanded service. While this conversation is happening, we are going to continue to prioritize incoming riders.

OLD/NEW BUSINESS

Mr. Rosenfeld stated before the presentation that Memphis 3.0 and MATA hosted a Transit Vision exercise with stakeholders as discussed in the CEO Report. This was hosted by Memphis 3.0, Innovate Memphis, and MATA. The process took the group through some exercises and Mr. Rosenfeld feels that the group walked away with a much better understanding of what Planners do for a living. The information is derived is a real firm accounting of what our community values are in respect to transit.

Transit Vision Presentation - Jarrett Walker and Associates – Representative Scudder Wagg

What is the purpose of this report?

This Choices Report is the first step in the Memphis 3.0 Transit Vision. This plan is an outgrowth of the Memphis 3.0 comprehensive planning process and is being led by the City of Memphis and Innovate Memphis in partnership with the Memphis Area Transit Authority (MATA). This plan will do the following:

- Assess the existing transit network and the geometry of today's city;
- Engage the public, stakeholders and elected officials in a conversation about the goals of transit in Memphis;
- Develop recommendations for changing the transit network; and
- Consider the cost and financing options for improving transit in Memphis.

The Choices Report helps guide the Transit Vision, by *laying out relevant facts about transit and development in Memphis*, and by drawing the reader's attention to major choices that these facts force us to weigh.

Mr. Wagg explained why we need a vision. The choices summaries what we know about the service area; it looks at your existing network; how it is performing on different metrics, and then lays out these key decisions that we need input on. Key questions that we are asking the public is walking vs. waiting; ridership vs. priority; and priorities for additional service. The next step we are going to come back in mid-November and ask the same questions, but in ways that will be more real to people. We will design three different maps showing three ways you can design the system in Memphis expressing different values in those range lines. There will also be another stakeholders meeting with the group. Mr. Healy asked would the assumption that you are going to use to build those maps be at current funding level or at various levels. Mr. Wagg stated they are still defining the assumptions that would go in there, but do intend to have at least one option that is current funding level and one or two that would show what you could do with additional funding. Mr. Vergos asked would the conceptual alternative be based on the routes that we presently have worked on for the past years or would you be changing routes.

Mr. Wagg stated that they generally take a clean-site approach. Mr. Wagg stated they feel that it is very valuable for transit agencies in the city to be able to start a clean slate of designing system for today's city. These concepts that are designed will be implementable but will not be proposals. We will take feedback on the concept and then draft a proposal in early 2018 that we will come back to the public to get feedback. Mr. Vergos commented on the understandability of this presentation and how it helps one to truly know what things meant. There were several comments from the audience after the meeting was adjourned to that same affect and it was stated that this was one of the best transit presentation that he has seen and understood. Special thanks to Jarrett Walker and Associates Representative Mr. Scudder Wagg and all team members for a job well-done.

OLD/NEW BUSINESS:

Mr. LeAndre Gibson, Vice Chairman

**MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS**

RESOLUTION NO. 17-38

**RESOLUTION AUTHORIZING FREE FARES FOR VETERANS ON
NOVEMBER 11, 2017**

WHEREAS, The Memphis Area Transit Authority (MATA) salutes America's veterans on November 11, 2017 for their service to protect and serve the United States of America; and

WHEREAS, MATA appreciates the service of all veterans who served in the U.S. Coast Guard; U.S. Army, U.S. Air Force, U.S. Navy, and U.S. Marine Corps; and

WHEREAS, MATA recognizes men and women who are in active duty in any branch of the U.S. military; and

WHEREAS, in appreciation of all veterans and active duty persons, MATA staff recommends free rides for all veterans and active duty persons in observance of Veterans Day; and

WHEREAS, Staff recommends eligible persons show their Veterans Identification Card or any other military ID to the fixed route bus, trolley bus or MATApius operator upon boarding the bus or trolley bus to redeem the free ride.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE MEMPHIS AREA TRANSIT AUTHORITY, to authorize staff to offer free fares to all veterans and active duty persons who present a Veterans Identification Card or any other military ID on November 11, 2017 on fixed route, trolley bus or MATApius service on Veterans Day.

Consent Agenda Item A – Resolution No. 17-38

Approved by: Tommy Pacello; Seconded by: John Vergos

YEA: Andre Gibson; Tommy Pacello; John Vergos; Shelia Williams; Martin Lipinski

NAY: None

Approved: November 7, 2017

Absent at Time: Roquita Williams; Kristen Bland; Sean Healy

**MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS**

RESOLUTION NO. 17-39

**RESOLUTION TO APPROVE A CONTRACT WITH GENFARE/SPX TO UPGRADE FARE
COLLECTION SOFTWARE AND HARDWARE**

WHEREAS, The Memphis Area Transit Authority (MATA) needs to upgrade its fare collection software and hardware to assure the system's compatibility continues to perform at the required level of reliability and accuracy; and

WHEREAS, Genfare/SPX has provided MATA a proposal totaling \$58,881.00 to upgrade the software and hardware; and

WHEREAS, Staff has determined that the price is fair and reasonable; and

WHEREAS, This is a sole source procurement since MATA is already using Genfare's fare collection software and hardware; and

WHEREAS, Capital funds are available.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS That a contract be awarded to Genfare/SPX to upgrade its fare collection software and hardware at a cost of \$58,881.00 subject to receiving required documentation from Genfare/SPX.

BE IT FURTHER RESOLVED That the Chief Executive Officer, Chief Administrative Officer, Chairman and Vice-Chairman is authorized to execute any and all documents necessary to process this upgrade.

Consent Agenda Item A – Resolution No. 17-39

Approved by: Tommy Pacello; Seconded by: John Vergos

YEA: Andre Gibson; Tommy Pacello; John Vergos; Shelia Williams; Martin Lipinski

NAY: None

Approved: November 7, 2017

Absent at Time: Roquita Williams; Kristen Bland; Sean Healy

**MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS**

RESOLUTION NO. 17-40

**RESOLUTION TO AWARD A FIVE-YEAR CONTRACT TO ROTOLO CONSULTANTS, INC.
FOR LAWN MAINTENANCE**

WHEREAS, The Memphis Area Transit Authority has facilities that need routine lawn maintenance and weed control services; and

WHEREAS, Bids were solicited according to MATA's Procurement Policy, and the procurement was formally advertised; and

WHEREAS, Six bids were received with five of them being responsive and responsible; and

WHEREAS, Rotolo Consultants, Inc. submitted the lowest and responsive and responsible bid and has met the DBE goal of 10%; and

WHEREAS, The Authority has funds available for this service in the operating budget; and

WHEREAS, Staff has reviewed the bids received, and Rotolo Consultants, Inc. has submitted the lowest responsive and responsible bid for a five-year contact for lawn maintenance in the amount of \$228,325.80 as follows:

Year One	\$ 43,006.21
Year Two	\$ 44,296.39
Year Three	\$ 45,625.29
Year Four	\$ 46,994.04
Year Five	<u>\$ 48,403.87</u>
Total	\$228,325.80

NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS That a five-year contract be awarded to Rotolo Consultants, Inc. for lawn maintenance at a cost of \$228,325.80.

BE IT FURTHER RESOLVED That the Chief Executive Officer, Chief Administrative Officer, Chairman or Vice-Chairman is authorized to execute the contract.

Consent Agenda Item A – Resolution No. 17-40

Approved by: Tommy Pacello; Seconded by: John Vergos

YEA: Andre Gibson; Tommy Pacello; John Vergos; Shelia Williams; Martin Lipinski

NAY: None

Approved: November 7, 2017

Absent at Time: Roquita Williams; Kristen Bland; Sean Healy



TO: The MATA Board of Commissioners
FROM: Gary Rosenfeld, Chief Executive Officer
DATE: October 31, 2017
SUBJECT: Five-Year Lawn Maintenance - IFB 18-05

This memo summarizes the procurement process for a five-year contract for lawn maintenance.

The Invitation for Bid (IFB) was sent to 51 vendors, formally advertised and posted to MATA's website. Six bids were received with five of them being responsive and responsible. The DBE goal was 10% for this solicitation. Rotolo Consultants Inc. exceeded the goal at 10.32%. Their price was the lowest of the five responsive and responsible bids.

MATA checked the references for Rotolo and received favorable responses.

MATA's staff has determined that their price is fair and reasonable (see Exhibit A) and recommends a five-year contract be awarded to Rotolo Consultants, Inc., the lowest responsive and responsible bidder at a cost of \$228,325.80.

**EXHIBIT A
 FIVE-YEAR LAWN MAINTENANCE**

VENDOR NAME	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	5 YEAR TOTAL
	12/1/17-11/30/18	12/1/18-11/30/19	12/1/19-11/30/20	12/1/20-11/30/21	12/1/21-11/30/22	
Amnesty Professional Service	\$57,025.00	\$57,025.00	\$57,025.00	\$57,025.00	\$57,025.00	\$285,125.00
Greenscape Contractors *	\$42,148.94	\$43,834.89	\$45,588.28	\$46,500.04	\$46,500.04	\$224,572.19
James Smith Landscaping	\$50,050.00	\$50,050.00	\$50,050.00	\$50,050.00	\$50,050.00	\$250,250.00
Lions Lawn Care	\$50,982.00	\$54,300.00	\$56,670.00	\$59,190.00	\$62,145.00	\$283,287.00
Premier Lawnsapes, Inc.	\$46,201.68	\$46,201.68	\$46,201.68	\$46,201.68	\$46,201.68	\$231,008.40
Rotolo Consultants, Inc.	\$43,006.21	\$44,296.39	\$45,625.29	\$46,994.04	\$48,403.87	\$228,325.80

*Non-responsive -firm not certified as a DBE

MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS

RESOLUTION NO. 17-41

RESOLUTION AUTHORIZING THE DISPOSAL OF SURPLUS/OBSOLETE VEHICLES AND EQUIPMENT

WHEREAS, The Memphis Area Transit Authority (MATA) has surplus/obsolete vehicles and equipment that are no longer useful to the Authority; and

WHEREAS, MATA has listed in Exhibit A and B vehicles and equipment that are considered surplus/obsolete; and

WHEREAS, It is in the best interest of MATA to dispose of the surplus/obsolete vehicles and equipment shown in Exhibit A; and

WHEREAS, Said surplus/obsolete vehicles and equipment shall be disposed by vendor credit, writes, electronic bids, trade-in, FTA transfer, negotiated sale price or by public auction; and

WHEREAS, If MATA is unsuccessful in disposing of said items in the manner stated above, then they may be donated to a non-profit organization, a local government entity or agency, or disposed; and

WHEREAS, Staff recommends that personnel employed by Mid-South Transportation Management, Inc. or First Transit, Inc. not be permitted to bid on any of the items sold by MATA.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS is hereby authorized to dispose of the aforementioned surplus/obsolete vehicles and equipment by vendor credit, written bids, electronic bids, trade-in, FTA transfer, negotiated sale price or by public auction.

BE IT FURTHER RESOLVED That personnel employed by Mid-South Transportation Management, Inc. or First Transit, Inc. not be permitted to bid on any of the items sold by MATA.

BE IT FURTHER RESOLVED That if the aforementioned methods of disposing of the obsolete/surplus items are unsuccessful, they may be donated to a non-profit organization, a local government entity or agency, or disposed.

Consent Agenda Item A – Resolution No. 17-41

Approved by: Tommy Pacello; Seconded by: John Vergos

YEA: Andre Gibson; Tommy Pacello; John Vergos; Shelia Williams; Martin Lipinski

NAY: None

Approved: November 7, 2017

Absent at Time: Roquita Williams; Kristen Bland; Sean Healy

EXHIBIT A

SURPLUS/OBSOLETE VEHICLES	QUANTITIES
O'Porto Brill Semi-Convertible Trolley #187	1
DT DE Vera Cruz Open Car Trolley - #1794	1
Whiting TM-5 Trackmobile - #6763	1

MEMPHIS AREA TRANSIT AUTHORITY
Telephone: 901-722-7100 www.matatransit.com

EXHIBIT B

###	Type	Model	Make	Serial Number	Birth Date	Warranty Expiration Date	Issue
1	CPU	Dell	OptiPlex 380	5W32MN1	10/20/2010	10/21/2013	Bad Motherboard
2	CPU	HP	HP Compaq DX2300	2UA73119FS	8/31/2007	8/30/2010	Bad Drive slot
3	CPU	Dell	OptiPlex 755	9CDFNH1	10/28/2008	10/29/2011	Bad Power Supply
4	CPU	Dell	OptiPlex 755	7N3JNH1	10/28/2008	10/29/2011	Bad Power Supply
5	CPU	Dell	OptiPlex 755	FCDFNH1	10/28/2008	10/29/2011	Bad Power Supply
6	CPU	Dell	OptiPlex 170L	1WJG091	12/15/2006	12/15/2009	Bad Power Supply
7	CPU	Dell	OptiPlex 380	9LH8MN1	10/20/2010	10/21/2013	Bad motherboard
8	CPU	Dell	OptiPlex 755	JM3JNH1	10/28/2008	10/29/2011	Bad Power Supply
9	CPU	Dell	OptiPlex 755	BCDFNH1	10/28/2008	10/29/2011	Bad Power Supply
10	CPU	Dell	Optiplex 380	9LL6MN1	10/20/2010	10/28/2013	Bad motherboard
11	CPU	Dell	OptiPlex 755	BN3JNH1	10/20/2008	10/29/2011	Bad Power Supply
12	CPU	Dell	OptiPlex 380	9LJ7MN1	10/20/2010	10/21/2013	Bad motherboard
13	CPU	Dell	OptiPlex 755	DCDFNH1	10/28/2008	10/29/2011	Bad Power Supply
14	CPU	Dell	OptiPlex 380	9LJ6MN1	10/20/2010	10/21/2013	Bad motherboard
15	CPU	Dell	OptiPlex 755	5N3JNH1	10/28/2008	10/29/2011	Bad Power Supply
16	CPU	Dell	Optiplex 755	GM3JNH1	10/20/2008	10/29/2011	Bad Power Supply
17	CPU	Dell	Optiplex 755	4N3JNH1	10/28/2008	10/29/2011	Bad Power Supply
18	CPU	Dell	OptiPlex 380	9LG8MN1	10/20/2010	10/29/2013	Bad motherboard
19	CPU	Dell	Optiplex 755	1N3JNH1	10/28/2008	10/29/2011	Bad Power Supply
20	CPU	Dell	OptiPlex 780	GDXP1R1	9/24/2011	9/25/2014	Bad Drives
21	CPU	Dell	OptiPlex 780	GDYN1R1	9/24/2011	9/25/2014	Bad Drives
22	CPU	Dell	OptiPlex 780	GDWX1R1	9/24/2011	9/25/2014	Bad Drives
23	CPU	Dell	OptiPlex 780	GDWQ1R1	9/24/2011	9/25/2014	Bad Drives
24	CPU	Dell	OptiPlex 780	GDYK1R1	9/24/2011	9/25/2014	Bad Drives
25	CPU	Dell	OptiPlex GX270	5B7D141	12/18/2003	NA	Bad Drives
26	CPU	Dell	Optiplex 755	DM3JHN1	10/20/2008	10/29/2011	Bad Power Supply
27	CPU	Dell	OptiPlex 755	CCDFNH1	10/20/2008	10/29/2011	Bad Power Supply
28	CPU	Dell	Optiplex 755	2DDFNH1	10/28/2008	10/29/2011	Bad Power Supply
29	CPU	Dell	XPS 8700	30ZD8Y1	8/29/2010	8/30/2014	Bad motherboard
30	CPU	Dell	XPS 8700	2XLF8Y1	8/29/2010	8/30/2014	Bad motherboard
31	CPU	Dell	XPS 8700	2ZZF8Y1	8/29/2010	8/30/2014	Bad motherboard
32	CPU	Dell	Dell Precision 690	GQL3JC1	2/12/2007	2/12/2010	Bad motherboard
33	CPU	Dell	Optiplex 170L	GK08K91	2/25/2006	2/25/2009	Bad motherboard
34	CPU	Dell	OptiPlex 380	9LG7MN1	10/20/2010	10/21/2013	Bad motherboard
35	CPU	Dell	OptiPlex 170L	FWJG091	12/15/2005	12/15/2008	Bad motherboard
36	CPU	Dell	OptiPlex 360	50RMHK1	12/28/2009	12/29/2012	Bad Power Supply
37	CPU	Dell	OptiPlex 170L	JWJG091	12/15/2005	12/15/2008	Bad motherboard
38	CPU	Dell	OptiPlex 755	8CDFNH1	10/28/2008	10/29/2011	Bad Power Supply
39	CPU	Dell	OptiPlex 755	8N3JNH1	10/28/2008	10/29/2011	Bad Power Supply

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40	CPU	Dell	OptiPlex 380	9LL8MN1	10/20/2010	10/21/2013	Bad motherboard
41	CPU	Dell	PowerEdge M610	50RKHN1	7/17/2010	7/18/2013	Bad motherboard
42	CPU	Dell	OptiPlex 780	50QGHK1	7/15/2010	7/16/2011	Bad Drives
43	CPU	Dell	OptiPlex 960	50RFHK1	12/2/2009	12/3/2012	Bad motherboard
44	CPU	Dell	OptiPlex 360	50PKHK1	12/28/2009	12/29/2012	Bad Power Supply
45	CPU	Dell	OptiPlex 360	50NGHK1	12/28/2009	12/29/2012	Bad Power Supply
46	CPU	Dell	OptiPlex 360	50PGHK1	12/28/2009	12/29/2012	Bad Power Supply
47	CPU	Dell	OptiPlex 170L	7K08K91	2/25/2006	2/25/2009	Bad Power Supply
48	CPU	Dell	OptiPlex 320	73STYC1	5/16/2007	5/16/2010	Bad Power Supply
49	CPU	Dell	OptiPlex 360	50RDHK1	12/28/2009	12/29/2012	Bad Power Supply
50	CPU	Dell	OptiPlex 360	50R5HK1	12/28/2009	12/29/2012	Bad Power Supply
51	CPU	Dell	OptiPlex 755	7DDFNH1	10/29/2008	10/29/2011	Bad Power Supply
52	CPU	Dell	HP Compaq DX2300	2UA73119FF	8/31/2007	8/30/2010	Bad Drive Slot
53	CPU	Dell	HP Compaq DX2300	2UA73119DQ	8/31/2007	8/30/2010	Bad Drive Slot
54	XXXX	XXXX	Unknown	V251LB4ZA543	XXXX	XXXX	PARTS
55	CPU	Dell	HP Compaq DX2300	2UA73119DX	8/31/2007	8/30/2010	Bad Drive Slot
56	CPU	Dell	OptiPlex 360	50PCHK1	12/28/2009	12/29/2012	Bad Power Supply
57	CPU	Dell	OptiPlex 360	50Q4HK1	12/28/2009	12/29/2012	Bad Power Supply
58	XXXX	XXXX	Unknown	MJHP048	XXXX	XXXX	PARTS
59	CPU	Dell	OptiPlex 360	50PDHK1	12/28/2009	12/29/2012	Bad Power Supply
60	CPU	HP	HP Compaq DX2300	2UA73119FG	8/31/2007	8/30/2010	Bad motherboard
61	CPU	Dell	OptiPlex 360	50R0HK1	12/28/2009	12/29/2012	Bad Power Supply
62	CPU	Dell	OptiPlex 380	5W40MN1	10/20/2010	10/21/2013	Bad motherboard
63	CPU	Dell	OptiPlex 780	GDYS1R1	9/24/2011	9/25/2014	Parts missing
64	XXXX	XXXX	Unknown	CS610959	XXXX	XXXX	Parts
65	CPU	Dell	OptiPlex 380	5W32MN1	10/20/2010	10/21/2013	Bad motherboard
66	CPU	Dell	OptiPlex 380	5W41MN1	10/20/2010	10/21/2013	Bad motherboard
67	XXXX	XXXX	Unknown	A938CC52WD03	XXXX	XXXX	Parts
68	XXXX	XXXX	Unknown	HLO8K91	XXXX	XXXX	Parts
		47	Keyboards				
		10	Mouse				
		60	Assorted Monitors				

MEMPHIS AREA TRANSIT AUTHORITY

**BOARD OF COMMISSIONERS
RESOLUTION 17-42**

RESOLUTION TO APPROVE A CONTRACT MODIFICATION TO SNC-LAVALIN, RAIL & TRANSIT, INC.

WHEREAS, MATA awarded a Contract to SNC-Lavalin Rail & Transit Inc. for \$755,543.00 to provide MATA with the necessary rail safety support services in order to restart the trolley system; and

WHEREAS, MATA issued a change order in June of 2017 for additional work necessary to restart the trolley system totaling \$257,906 bringing the contract total to \$1,013,449; and

WHEREAS, MATA has identified additional work that was not included in the original scope of work; and

WHEREAS, SNC-Lavalin has provided a detailed cost estimate and breakdown of work completed and anticipated; and

WHEREAS, MATA Staff has evaluated the cost estimate and agreed with the amount of in-scope and out-of-scope work as of September 30, 2017; and

WHEREAS, MATA Staff recommends approval of a Contract Change Order with SNC-Lavalin Rail & Transit Inc. for an additional cost of \$232,005.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS, That a change order totaling \$232,005 to SNC-Lavalin's contract amount be approved increasing the contract to \$1,245,454.

BE IT FURTHER RESOLVED That the Contracting Officer is authorized to execute the change order.

Consent Agenda Item A – Resolution No. 17-42

Approved by: Tommy Pacello; Seconded by: John Vergos

YEA: Andre Gibson; Tommy Pacello; John Vergos; Shelia Williams; Martin Lipinski

NAY: None

Approved: November 7, 2017

Absent at Time: Roquita Williams; Kristen Bland; Sean Healy

MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS

RESOLUTION NO. 17-43

RESOLUTION TO APPROVE DECEMBER 2017 SERVICE CHANGES

WHEREAS, MATA makes service changes periodically to increase efficiency and effectiveness of service and to align service levels with available funding; and

WHEREAS, The proposed set of service changes was made available for public comment by posting notices in the Daily News, Tri-State Defender, and the La Prensa Latina, and posted on MATA's website and at transit centers; and

WHEREAS, a public meeting was held on Thursday, October 19, 2017, at MATA Headquarters, 1370 Levee Road to provide riders and citizens an opportunity to submit comments in addition to the normal public comment period; and

WHEREAS, Comments from riders and citizens in the community have been considered; and

WHEREAS, Staff recommends that the changes summarized below be approved for fixed route bus service:

Modifications to Existing Routes:

7 Air Park – Weekdays only: reduce base service frequency from every 60 minutes to every 70 minutes; modify trip times to improve on-time performance.

11 Frayser Raleigh – Weekdays only: revise 5:06 a.m. inbound trip to depart at 5:20 a.m. from Frayser Plaza; revise 5:45 a.m. outbound trip to depart at 5:57 a.m. from Hudson Transit Center; modify trip times to improve bus connectivity.

12 Florida - Revise 6:55 a.m., 8:55 a.m., 10:55 a.m., and 12:55 p.m. Saturday inbound trips to depart at 6:25 a.m., 8:25 a.m., 10:25 a.m., and 12:25 p.m. respectively. Discontinue Saturday 5:45 a.m. outbound trip. Revise 7:45 a.m., 9:45 a.m., and 11:45 a.m. Saturday outbound trips to depart at 7:15 a.m., 9:15 a.m., and 11:15 a.m. respectively. Modify trip times to improve on-time performance on all service days.

47 Shelby Farms – Suspend service until Spring 2018.

56 Lamar – Modify weekday trip times to improve on-time performance.

WHEREAS, The recommended changes are consistent with the goals and recommendations of the Transit Plan adopted by the MATA Board of Commissioners on March 24, 2014; and

WHEREAS, The proposed changes have been reviewed according to MATA's Title VI policies, adopted on March 25, 2013, and a service equity analysis was performed to determine whether the new service would have adverse effects, potential disparate impacts, or disproportionate burdens to minority or low-income populations; and

WHEREAS, It has been determined that there will be no adverse effects, potential disparate impacts, or disproportionate burdens to minority or low-income populations associated with these proposed service changes; and

WHEREAS, Staff recommends said changes be effective on December 10, 2017.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS, That the service changes are approved to be effective December 10, 2017.

Service and Development Resolution No. 17-43

Approved by: John Vergos; Seconded by: Tommy Pacello

YEA: Andre Gibson; Tommy Pacello; John Vergos; Shelia Williams; Martin Lipinski

NAY: None

Approved: November 7, 2017

Absent at Time: Roquita Williams; Kristen Bland; Sean Healy

TO: MATA Board of Commissioners
FROM: Gary Rosenfeld, Chief Executive Officer
SUBJECT: Summary of Proposed Service Changes and Public Outreach for Proposed December 2017 Service Improvements
DATE: October 31, 2017

The proposed service changes in the accompanying resolution are designed to make adjustments to routes and schedules on certain bus routes to go into effect on December 10, 2017. Schedule and routing changes are consistent with recommendations from the adopted transit plan.

The primary objectives of the proposed service improvements are:

- Implement the adopted transit plan
- Provide adequate service with available funding
- Improve cost efficiency and productivity of the system
- Improve on-time performance
- Increase ridership
- Respond to public input

MATA conducted a wide range of public outreach to gather input about the proposed service changes. Outreach was offered by:

- One Public Hearing (MATA Headquarters, 1370 Levee Rd., Memphis TN 38108, 10/19/17); The transcript from the Public Hearing is available for review.
- Advertisements in the Daily News, Tri-State Defender, and La Prensa Latina
- Printed materials at all transit centers
- Public Notice and informational materials on MATA's website
- Facebook and Twitter posts
- Multiple earned news media mentions

MATA received 8 public comments via:

- E-mails (6)
- Social Media (2)
- U.S. Mail (1)

All comments were reviewed and considered. A summary of the comments was as follows:

General Comments:

- Buses should serve the terminals either every 30 minutes or every hour to provide better connections and service.
- Concerned that with the emphasis on on-time performance, some drivers are no longer holding buses to help customers make connections; MATA should prioritize customer service over on-time performance.
- New route suggestions: (1) Airways Transit Center, Lamar, Barron, Rhodes, Quince, turn at Ridgeway; (2) Highland, S. Prescott to Lamar (extending the highland route farther south); (3) a bus that travels up and down Getwell, Goodlett, and Graham (to connect Orange Mound to the University of Memphis district); (4) A bus that goes all the way down Winchester
- Public meetings should be held at more accessible locations, not at MATA headquarters.
- Route 12 Florida – should restore the eliminated 5:45 a.m. or earlier trip serving Deerskin and Moccasin Dr.
- Route 34 Walnut Grove – should change the routing to better serve Binghampton: Westbound on Walnut Grove, right on Tillman, left on Sam Cooper, left on Collins, continue on Union Extd and Union, return eastbound along the same routing.
- Route 82 Germantown – should be extended south to turn around where the Route 36 Hacks Cross turns around.

Related to Proposed Changes:

- Route 12 Florida – The proposed time revisions will require riders to leave too early in the morning.
- Route 34 Walnut Grove – Do not eliminate the 5:30 p.m. trip from downtown. Several customers use this trip to commute home after work, and if it is discontinued they will be forced to wait an extra 30 minutes for the 6:00 p.m. trip.
- Route 44 Goodlett Ikea Way – Should have done a better job advertising to make more customers aware of this new route and generate more ridership.
- Route 44 Goodlett Ikea Way – Consider modifying the routing at the end of the Route 53 Summer to serve a portion of the discontinued route; eastbound on Macon, left on Whitten, left on Century Center Pkwy, left on Macon, and return westbound along current routing.
- Route 47 Shelby Farms Park– Is there going to be replacement service for the discontinued route? Has a date been determined for when it will return in the spring?
- Route 56 Lamar – Don't change the morning trips departing Hudson Transit Center at 6:45 a.m. and 7:15 a.m. The proposed changes would leave only a 6:52 a.m. trip, leaving no back up for the customer to get their child to school.
- Route 56 Lamar – The 3:45 p.m. trip from Hudson Transit Center is frequently late, and often customers are required to complete their trip in a van at Kimball so the bus can turn around and make up for lost time. More time should be built into this trip so that the bus can stay on schedule.

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As a result of the above comments, staff is recommending the following revisions to the service change proposal that was originally published:

No changes will be made to Route 34 Walnut Grove.

No changes to Route 44 Goodlett Ikea Way or Route 45 Appling Farms; MATA will re-evaluate these routes in the spring, and will explore additional marketing of route 44.

In addition to the revision described above, other revisions were made as a result of data analysis and operator feedback.