



Memphis Area Transit Authority

MATA'S MISSION: To provide a reliable, safe, accessible, clean and customer-friendly Public Transportation System that meets the needs of the community.

Ronald L. Garrison
President/General Manager

Board of Commissioners

Chairman – Sean Healy
Vice Chairman – Andre Gibson

Commissioners

Charles “Chooch” Pickard	Shelia Williams
John C. Vergos	Kristen Bland
Martin Lipinski	Lauren Taylor
Roquita Coleman	

Board of Commissioners Meeting

April 27, 2015

3:30 p.m.

1370 Levee Road

- | | | |
|------|--|----------------|
| I. | CALL TO ORDER | Sean Healy |
| II. | BOARD ROLL CALL & RECOGNITION | Linda Eskridge |
| III. | APPROVAL February 23, 2015 BOARD MINUTES | |
| IV. | GENERAL MANAGER’S REPORT | Ron Garrison |
| V. | ACTION ITEMS: | Sean Healy |
| | A. <u>FINANCE COMMITTEE</u> | |
| | 1. Resolution to Approve Central Station Development - Res. No. 15-11 | Ron Garrison |
| | 2. Resolution to Award a Contract to ORX for Refurbishment/Repair of Melbourne MCB Trolley Trucks - Res. No. 15-12 | Ron Garrison |

- 3. **Resolution to Adjust the Maximum Price for Awarding Fixed-Price Contracts for Diesel Fuel and Unleaded Gasoline**
Res. No. 15-13 Thomas Fox

B. SERVICE AND DEVELOPMENT

- 1. **Resolution to Approve Disposal of Surplus Vehicles - Res. No. 15-14** Alvin Pearson
- 2. **Resolution to Approve Service Changes - Res. No. 15-15** Thomas Fox
- 3. **Resolution Authorizing the Disposal of Obsolete/Damaged Assets**
Res. No. 15-16 Gilbert Noble

VII. FINANCIAL REPORT Gilbert Noble

VIII. SPEAKERS
(See sign-in cards for speakers)

IX. OLD/NEW BUSINESS Sean Healy

MINUTES OF BOARD MEETING
MEMPHIS AREA TRANSIT AUTHORITY
February 23, 2015

CALL TO ORDER: A regular meeting of the MATA Board of Commissioners was called to order by Vice-Chairman Andre Gibson at 3:30 p.m. on Monday February 23, 2015 at 1370 Levee Road Board Room.

BOARD ROLL CALL:

Present: Vice-Chairman Andre Gibson
Commissioners: Charles Pickard; Lauren Taylor; Shelia Williams; John Vergos;
Martin Lipinski

Absent: Chairman, Sean Healy; Kristen Bland; Roquita Coleman

Quorum: Yes

Staff: Bobbie Abram; Alison Burton; Linda Eskridge; Tom Fox; Ron Garrison; John Lancaster; Gilbert Noble; Alvin Pearson

Guests: **MCIL/STAC Attendees:** None
Memphis Bus Riders Union: None

Others: Tom Bailey, Commercial Appeal; Dr. Lou Gamble, Tenn Traxx; John Haas, Tenn Traxx; Frank Howell, Memphis Farmers Market; Taiwo Jaiyeoba, HDR; Aury Kangelos, TDOT; Johnnie Mosley, Center for Better Services; Nicholas Oyler, MPO; John Paul Schaffer, Livable Memphis; Geoff Slater, Nelson Nygaard; James Stokes, Bass River Advisory,LLC

Linda Eskridge, Executive Assistant/Board Secretary welcomed all the guest, as well as made some necessary meeting observations.

APPROVAL OF MINUTES: Mr. Vergos moved for approval of the February 23, 2015 Board Minutes. Mr. Pickard seconded the motion and the February minutes were unanimously approved.

GENERAL MANAGER'S REPORT

Mr. Ron Garrison

Mr. Garrison began his report by pointing out the improvements that were made in the Administration Board Room. Mr. Garrison also took time to thank those staff members that worked overtime to prepare for the Board Meeting, as well as to move forward with the seven Board Priorities.

Mr. Garrison showed a PowerPoint Presentation on the progress that has been made on the seven priorities. The color coded portion of the presentation identified the progress that was made since the January Board Meeting.

Below are high points of the General Manager's report and the presentation.

- **Bridge Funding** - The City of Memphis assists MATA temporarily until monies are received from the Federal government.
- **Potential Board Meeting Location** - Staff is still working on other venues for MATA's Board Meetings. City Hall was one of the targeted locations; however, there were some concerns and unanswered questions before going further. We will keep the Board updated.
- **Fuel Contract** - MATA's Executive Staff will meet with Susan Spence, VP of Sourcing & Procurement at Federal Express to gain some insight on Federal Express procedure and process for handling fuel contracts and pricing. Ms. Spence was recommended by Chairman Sean Healy.
- **Bus Stop Study** - MPO updated the MATA Board on the bus stop study. MATA and the MPO have meetings scheduled to finish the scope, and will keep the Board updated on this as we move forward.
- Garrison updated the Board his speaking engagements and meeting for the next few months. The objective is to keep the Board informed as well as let them they are always welcome to join him at any event. He also wants the Board to know that they have an open invitation to visit MATA properties at any time.
- MATA volunteered to host a Drug and Alcohol Workshop working with UTTP and TDOT.
- **Central Station Memphis Police Precinct Relocation** - Central Station and MATA is working on moving their precinct to the Hudson Transit Center, which will be a win/win situation. MATA will keep the Board updated on this move. Both Mayor Wharton and Director Armstrong are aware of this move.
- **Customer Comments Service Tracking Software** - A great deal of work has been put into this project and it may still cost us around \$50,000 or a little more. MATA has received three proposals, and some demonstration may take place as early as this week.

- **TransLoc Mobile App** – This app is in beta testing, and we do feel that it will be launched in late March, as staff has been working toward this goal.

Mr. Garrison stated that the Board asked to be updated on a regular basis of the seven priorities. An analysis has been done of the organization and there are seven critical things that need to be focused on. If MATA is going to be a transit system of the future, we have to change from the inside out. We have to be staffed correctly; we have to have a good vehicle maintenance program; maintain our IT and ITS; MATApplus; Facilities; as well as our trolley service.

Mr. Garrison stated that Ms. Sandy Stanko, who was not present for this meeting due to a family emergency, has accepted the position as Interim Director of MATApplus, and has already made some great progress and changes in the MATApplus area. Mr. Garrison also introduced Mr. Bobbie Abram, (who was present at the meeting), as the new Director of Maintenance, and stated that MATA is very fortunate to have him on board.

Mr. Garrison stated that we have received the three proposals back from Team Trek, Small Planet Works and Linda Bailey Leadership Group. They have met with various staff members and have already done their preliminary analysis. Mr. Garrison also stated that he has already met with an organization that may be able to fund some of this change management in the organization. MATA is also working with Becky Atkinson, Director of Enterprise for HR Initiatives and Services with Federal Express, who will be reviewing the proposals as well.

The Employee Standards Book has been completely rewritten for all union employees and will hopefully be implemented before the next Board Meeting.

Customer Etiquette Campaign – MATA did three focus groups with our customers, and it was received well by our customers. Mr. Garrison thanked Alison Burton for leading the efforts on this campaign and stated that we would be doing this on a consistent basis.

MATA has re-developed a new Family Medical Leave Act Policy. This is in an effort to curtail any misuse of FMLA, which is causing a lot of absenteeism, as well as costing MATA more money.

Mr. Garrison stated that a number of meetings have taken place with senior staff in an effort to get all of this done. A number of positive things are going on at MATA and we will continue to keep the Board updated.

Central Station Phase II - A meeting will be scheduled with the Finance Committee of the MATA Board to go over the draft of Phase II before bringing it to the full Board. We will contact the Board with a meeting date in March. However, there will not be a full Board Commissioners meeting in March.

Trolley Update - This comes with both setbacks as well as some positive steps going forward. SSR will now have a dedicated person to help us manage the problem. MATA, FTA and TDOT agreed on five steps to help us move forward. Also MATA is exploring lease options for vehicles from other cities. MATA will continue to update the Board on the progress of the trolleys. Mr. Garrison stated that we are looking very closely into doing something for our downtown businesses that are suffering due to the lack of trolley service.

**V. MIDTOWN ALTERNATIVE ANALYSIS
UPDATE - HDR, Inc., Taiwo Jaiyeoba**

John Lancaster, Manager of Planning introduced the Consultants that have been working on the Midtown Alternative Analysis, to include Taiwo Jaiyeoba, with HDR, Inc.; Jeff Slater with Nelson Nygaard, and Howard Robinson with Trust Marketing. John Lancaster stated that the purpose of the update is that we are getting ready for more public input, and want the Board to know where we are with that. Also we have several alternative alignments and the goal is to start narrowing the alternatives down with input from the public. It started with about 40 alignments and has been narrowed down to 26, and is working to narrowing it down further to 4 or 5. The approach is to look at what alignment high capacity transit could operate in and once they are narrowed down they would pair those up with different modes and services and turn them into alternatives. A map was distributed to the Board to determine if there are further adjustments that needs to be made before our next step. HDR feels this is really an opportunity for MATA to re-evolve itself and invest in something that could really change the face of the transit system, not only in Memphis but throughout the region.

VI. ACTION ITEMS:

Andre Gibson

A. FINANCE COMMITTEE

1. Resolution to Award a Contract to Koppers Railroad Structures, Inc. for the Inspection & Treatment of the Beale Street Bridge on the Riverfront Line of the Trolley System -Res. No. 15-07

Comments: Mr. Alvin Pearson, Asst. General Manager, presented this resolution to the Board of Commissioners. Research has been done and staff is asking permission to allow Koppers to come in to inspect and treat the Beale Street Bridge. This is a timber structure and should be inspected every 10 years. The last treatment was in done in 2000. Koppers is one of the only treatment-type companies left in America for this timber type of bridge. Staff is requesting Board's approval to move forward on awarding this contract.

Mr. Vergos moved that Resolution No. 15-07 be moved to the floor for discussion. Dr. Lipinski seconded the motion. Vice-Chairman Gibson called for discussion. Ms. Taylor asked for further explanation on the \$70,000.00. Mr. Pearson gave an explanation and clarity on her question. This is considered routine maintenance. **Resolution No. 15-07 was unanimously approved.**

B. SERVICE AND DEVELOPMENT

1. Resolution to Amend the Budget for Section 5310 Projects Authorized under Resolution No. 14-63 -Res. No. 15-08

Comments: Dr. Tom Fox, Deputy General Manager, presented this resolution to the MATA Board of Commissioners. This would amend the resolution that was approved by the MATA Board in December, 2014. When it was brought before the Board in December we were anticipating that MATA would be the designated recipient for all of the Section 5310 funds for the entire urbanized area, which is Arkansas and Mississippi. We since found out that Mississippi and Arkansas are designating their own State DOTs to handle their portions of the funds. This would amend the grant application to the amount that MATA would be able to control which is about 84% of the total that would come to this area. This is a funding source that we have not previously had, and it is a relatively new source that came with the last Transportation Authorization Bill to include programs to help with transportation for the elderly and persons with disabilities. Mr. Vergos moved that Resolution No. 15-08 be moved to the floor for discussion. Mr. Pickard seconded the motion. Vice-Chairman Gibson called for discussion. There was no discussion from the Board. **Resolution No. 15-08 was unanimously approved.**

2. Resolution Authorizing the Disposal of Surplus/Obsolete Computer Equipment - Res. No. 15-09

Comments: Mr. Gil Noble, Chief Financial Officer, presented this resolution to the MATA Board. This resolution is to receive authorization to dispose of some obsolete, broken down computer equipment. These are computers that were manufactured in 2007 or 2008 that experienced hard drives crashes and we also reused the memory cards. These computers will probably be scrapped; however, we do have some stringent guidelines that would require Board's approval and requires MATA to go through steps to determine if there is any market value involved before going forward. Mr. Vergos moved that Resolution No. 15-09 be put on the floor for discussion. Ms. Taylor seconded the motion. Vice Chairman called for discussion. Mr. Pickard asked if the equipment is deemed as scrap, does that mean it will be recycled through an electronic recycling company. Mr. Noble stated that is correct. **Resolution No. 15-09 was unanimously approved.**

VII. FINANCIAL REPORT

Gilbert Noble, CFO

Mr. Noble reported that the January expenses were slightly favorable to budget and is still favorable on a year to date basis by about \$700,000. Revenues are a little behind due to grants not yet being drawn down, but expect those to catch up. There are some invoices on some consulting work that we have not been billed for of that MATA has taken on, so we expect to get much closer to budget before the year is out.

MATA is confronted with some uncertainty regarding its cash flow situation since there is a large block of federal funding that is needed to get through the fiscal year, but has not been apportioned, and we don't exactly know when we will receive those funds. As stated earlier by Mr. Garrison, we have already been working with the City of Memphis Finance Department with bridge funding that would help us through this period. The City's Finance Department, as well as Memphis City Council seems to be very comfortable with this as they bridged it for MATA last year as well. Mr. Vergos asked that considering all that going on, should the Board be concerned that 2 or 3 months before fiscal year is over that MATA may run out of money. Mr. Noble stated that is not at all what we are projecting, and thinks that it may be more of an issue with the 2016 budget. There will be some hard decisions in the FY2016 budget, but we are comfortable that we can cash flow the fiscal year that we are in presently. Vice Chairman Gibson asked what level of funding was requested from the city. Mr. Noble stated we asked them for \$2 ½ MM on May 1st, if the Federal funds were not received. We promised that once we received the Federal funds, we would the City in 10 days, which is consistent with what we did last year.

MATA sent the Board the audited financials prepared by Banks, Finley and White in conjunction with the City of Memphis financials. There weren't any significant findings. Mr. Noble went over pertinent parts of the financials with the Board, and stated that he would be happy to answer any questions. There were no questions from the Board. The Financial Report was accepted.

VIII. SPEAKERS

Mr. John Haas, Tenn Traxx, On Track Group of Tennessee - Mr. Haas discussion was regarding his group and their efforts to promote intercity passenger rail to move people east/west across Tennessee. In an effort to do this they will need a facility that will be able to turnaround and interface and interchange up to 5 to 7 passenger trains at a time, 2 to three times per day. It is going to be important to make allowances in the Central Station area to turn these trains and all the traffic that is going to be coming through Memphis. He stated that he would like to start the Tenn Traxx System in Memphis before going to Nashville.

The first segment would be between Memphis and Nashville, because Amtrak traffic is already in Memphis and this would to help run this system. The system would connect with Nashville, Chattanooga, Atlanta and Virginia. Vice Chairman Gibson suggested that due to time, anyone requiring additional information to get with Mr. Haas after the Board Meeting.

IX. OLD/NEW BUSINESS

Vice-Chairman Gibson called for any old/new business. Mr. Vergos again requested staff to set up an appointment with Shelby County Schools as soon as possible and he would like to attend with staff as well. He asked that staff takes the Short Range Transit Plan with the schools on it to see how many student they transport, look at the map to see if it is feasible, and how much money do they pay per student, and see if there is enough money that we can convert to our Short Range Transit Plan. Mr. Vergos feels that this is an opportunity that we should move on as soon as possible. Mr. Garrison assured Mr. Vergos that we will get this meeting scheduled as soon as possible and make sure that Mr. Vergos is invited as well.

Mr. Garrison stated that MATA would not participate in the APTA Legislative Conference due to other priorities. If there are any Board members that would like to go, Linda will send out an email. However, he reminded the Board of the Transit Board and Board Support Seminar scheduled for July 18-21, 2015, that will be held in Denver, CO that he highly recommends they attend. He feels this would be the most beneficial conference for the Board to attend.

Mr. Garrison stated there will not be a March Board Meeting; however, he asked the Board to hold that date as a possible meeting date to update the Board Finance Committee on the Central Station Phase II update.

Vice-Chairman Gibson called for a motion to adjourn. Mr. Vergos moved that the meeting be adjourned, and Mr. Pickard seconded the motion and the meeting was adjourned.

Andre Gibson
Vice Chairman

**MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS**

RESOLUTION NO. 15-11

RESOLUTION TO APPROVE CENTRAL STATION DEVELOPMENT

WHEREAS, The Memphis Area Transit Authority (MATA) solicited proposals for a new phase of development on the Central Station site (“Phase 2”); and

WHEREAS, The team of Henry Turley Company-Community Capital LLC (“Developer Team”) was deemed the top ranked proposal by the Evaluation Committee and allowed a period of time to conduct due diligence; and

WHEREAS, The Developer Team has presented a concept plan that includes substantial new mixed use development while retaining uses that provide a public benefit; and

WHEREAS, The Finance Committee of the MATA Board of Commissioners recommended approval of the concept by Resolution 15-10 on March 27, 2015; and;

WHEREAS, Staff and the Developer Team have negotiated the major components of the Development Agreement.

WHEREAS, The components of the development were presented to the Finance Committee on March 27, 2015 and are summarized on the attachment to this resolution; and

WHEREAS, MATA staff recommends approval of the development.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS That the Phase 2 Central Station development is approved.

BE IT FURTHER RESOLVED that it is in the best interest of MATA to finalize the Development Agreement, Ground Lease and all other related required documents, including the terms and conditions there of as soon is reasonably practical. Therefore, the President/General Manager is hereby authorized, empowered and directed to negotiate the terms and conditions of the aforementioned agreements and other financial terms on behalf of MATA.

BE IT FURTHER RESOLVED that the approval is contingent on the Developer Team securing all other necessary approvals.

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**MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS
RESOLUTION 15-12**

**RESOLUTION TO AWARD A CONTRACT TO ORX FOR
REFURBISHMENT/REPAIR OF MELBOURNE MCB TROLLEY TRUCKS**

WHEREAS, The Memphis Area Transit Authority (MATA) maintains a fleet of trolley vehicles; and

WHEREAS, The trolley trucks have met their useful service life and need to be refurbished and/or repaired; and

WHEREAS, MATA issued a solicitation, using an expedited procurement process due to public exigency, for companies to refurbish/repair four trolley trucks with an option for 20 additional trucks; and

WHEREAS, Three responsive offers were received; and

WHEREAS, ORX submitted the lowest responsive and responsible bid for the base order of four (4) Melbourne MCB trolley trucks including extra work at a total cost of \$81,984; and

WHEREAS, Extra work will be authorized if necessary on each truck.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS, That a contract be awarded to ORX for refurbishment/repair of four Melbourne MCB trolley trucks at a cost of \$81,984.

BE IT FURTHER RESOLVED Staff is authorized to award a total of 20 additional trucks to ORX at a cost of \$409,920, including extra work for a total cost of \$491,904 .

BE IT FURTHER RESOLVED That the President/General Manager, Deputy General Manager, Chairman or Vice-Chairman be authorized to execute the contract.

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TO: MATA Board of Commissioners
FROM: Ron Garrison, President/General Manager
SUBJECT: REFURBISHMENT/REPAIR OF MELBOURNE MCB TROLLEY TRUCKS
IFB 15-06
DATE: April 27, 2015

This memo summarizes the procurement process for refurbishment/repair services for up to 24 Melbourne MCB Trolley Trucks, including a base order of four and an option for 20 more.

The contract award is based on low bid from among the responsive and responsible offerors.

The goal for participation by Disadvantaged Business Enterprises (DBE) was set at 0%. Since this procurement is requesting specialized services with limited opportunities for subcontracting there was no DBE goal assigned.

Solicitations were sent to seven vendors and three offers were received. After reviewing the offers, the low bidder was determined to be ORX, as shown below.

	<u>Base Price</u> <u>Per Truck</u>	<u>Extra Work</u> <u>Per Truck</u>	<u>Total</u> <u>Per Truck</u>	<u>Total</u> <u>4 Trucks</u>	<u>Total</u> <u>24 Trucks</u>
ORX	\$14,086	\$6,410	\$20,496	\$81,984	\$491,904
UTCAS	\$17,000	\$7,568	\$24,568	\$98,272	\$563,632
Gomaco	\$69,250	\$18,995	\$88,245	\$352,980	\$2,117,880

The above prices are based on a worst case scenario that all extra work will be needed on all trucks. MATA will authorize as necessary on each truck.

Staff recommends that a contract be awarded to ORX for four trucks at a cost of \$81,984, with an option for 20 additional trucks at a cost of \$409,920 for a total cost of \$491,904.

Exhibit A
Repair Melbourne MCB Trucks Analysis

Company	MCB Trucks (4)	MCB Additional (20)	Total	Total	Grand Total	Lead Time
UTCRA	\$ 17,000.00	\$ 15,700.00	\$ 68,000.00	\$ 314,000.00	\$ 382,000.00	16 weeks after NTP/ Min. 4 per mo. after
Gateway Rail Services	\$ -	\$ -	\$ -	\$ -	\$ -	
Irwin Car & Equip.	\$ -	\$ -	\$ -	\$ -	\$ -	
Lyons Industries	\$ -	\$ -	\$ -	\$ -	\$ -	
Strasburg R. R.	\$ -	\$ -	\$ -	\$ -	\$ -	
Gomaco Trolley ^/^^	\$ 69,250.00	\$ 69,250.00	\$ 277,000.00	\$ 1,385,000.00	\$ 1,662,000.00	4 months after NTP/2 per month after
ORX	\$ 14,086.00	\$ 14,086.00	\$ 56,344.00	\$ 281,720.00	\$ 338,064.00	180 days after NTP/1 Truck per week

^ Our proposal includes freight charges to pickup trucks and to return trucks any other freight will be at MATA's expense

Exhibit A
Repair Melbourne MCB Trucks Analysis

Extra Work

Furnish new axle (from salvaged freight car axle)	\$ 1,600.00	\$ 2,480.00	\$ 7,500.00
Flame spray or submerge arc weld and machine axle	\$ 350.00	\$ -	\$ 4,500.00
Repair / Straighten spring planks and swing hangers as required	\$ 140.00	\$ 90.00	*
Replace truck bolster slide plates as required	\$ 150.00	\$ 120.00	*
Repair truck center and side bearings as required	\$ 525.00	\$ 160.00	*
Repair worn bolt holes in motor support bar	\$ 100.00	\$ 180.00	*
Replace brake return springs and related hardware as required	\$ 82.00	\$ 240.00	*
Re-bush truck live and dead levers as required	\$ 125.00	\$ 130.00	*
Repair worn spring cap	\$ 225.00	\$ 140.00	*
Repair worn spring seats	\$ 270.00	\$ 140.00	*
Replace all worn pins and bushings as required, case-hardened types only	\$ 2,700.00	\$ 64.00	*
Re-bush / repair bottom connecting rods as required	\$ 170.00	\$ 120.00	*
Repair radius bars as required	\$ 140.00	\$ 110.00	*
Repair truck live lever guide slots as required	\$ 120.00	\$ 140.00	*
Repair or replace brake hangers and brake heads as required	\$ 1.00	\$ 380.00	*
Re-profile bull and / or pinions as required	\$ 525.00	\$ 1,620.00	\$ 6,000.00
Repair cracks in gear cases	\$ 85.00	\$ 120.00	*
Weld up and re-machine bearing face of axle collar	\$ 175.00	\$ 90.00	\$ 900.00
Hourly rate for miscellaneous repairs	\$ 85.00	\$ 86.00	\$ 95.00
Total	\$ 7,568.00	\$ 6,410.00	\$ 18,995.00

^^ Items Marked "*" are already included in the \$69,250 price show above.

**MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS**

RESOLUTION NO. 15-13

**RESOLUTION TO ADJUST THE MAXIMUM PRICE FOR AWARDING FIXED-PRICE
CONTRACTS FOR DIESEL FUEL AND UNLEADED GASOLINE**

WHEREAS, The Memphis Area Transit Authority (MATA) Board of Commissioners approved Resolutions 15-05 and 15-06 for the purchase of diesel fuel and unleaded gasoline, respectively, at the January 26, 2015 Board meeting; and

WHEREAS, Each approved resolution contained a maximum price of \$1.85/gallon for locking in a fixed-price contract for a certain quantity of diesel fuel or unleaded gasoline; and

WHEREAS, Since January, the price of diesel fuel and unleaded gasoline has risen above the maximum price; and

WHEREAS, MATA's Staff believes it is in the best interest of MATA for the Board to raise this maximum price to \$2.90/gallon for diesel fuel and unleaded gasoline which is the current price MATA is paying for diesel fuel on its fixed-price contract.

NOW THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS, That the maximum price for diesel fuel and unleaded gasoline as authorized by Resolutions 15-05 and 15-06 is hereby amended to \$2.90/gallon.

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**MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS**

RESOLUTION NO. 15-14

RESOLUTION TO APPROVE DISPOSAL OF SURPLUS VEHICLES

WHEREAS, The Memphis Area Transit Authority (MATA) has several vehicles that need to be disposed for various reasons, as summarized below and shown in Exhibit A:

- **Bus 3017 that was involved in an accident on May 14, 2013 and, due to the extensive damage, is not cost effective to repair**
- **Seven wheelchair-accessible vans leased by Yellow Cab for accessible taxi service that are no longer in service**
- **Two Melbourne trolleys (#452 and #553) that burned on November 4, 2013 and April 7, 2014, respectively and were totaled.**
- **Brill trolley (#194) that is no longer available for service**

WHEREAS, It is in the best interest of MATA to dispose of said vehicles in accordance with disposal procedures in MATA's Procurement Manual with funds properly credited, as described in Exhibit A; and

WHEREAS, If MATA is unsuccessful in disposing of said vehicles in the manner stated above, then they may be donated to a public non-profit organization or disposed of accordingly.

NOW THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS, That the President/General Manager is hereby authorized to dispose of the aforementioned vehicles listed in Exhibit A.

BE IT FURTHER RESOLVED That if the aforementioned methods of disposing of the vehicles is unsuccessful, they may be donated to a public non-profit organization.

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EXHIBIT A

VEHICLES TO BE DISPOSED

**Bus 3017 – 2010 Gillig (1)
Van 71 – 2009 Dodge Caravan
Van 75 – 2009 Dodge Caravan
Van 76 – 2009 Dodge Caravan
Van 77 – 2010 Dodge Caravan
Van 78 – 2010 Dodge Caravan
Van 79 – 2010 Dodge Caravan
Van 371 – 2010 Dodge Caravan
Trolley 452 – 1927 Melbourne Trolley (2)
Trolley 553 – 1927 Melbourne Trolley (2)
Trolley 194 – 1931 Brill Trolley (3)**

Notes:

- (1) Return federal share (80%) of depreciated value to FTA**
- (2) MATA may spend insurance proceeds on FTA grant-eligible projects**
- (3) Return federal share (80%) to FTA if sale proceeds exceed \$4,999.**

**MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS**

RESOLUTION NO. 15-15

RESOLUTION TO APPROVE SERVICE CHANGES

WHEREAS, MATA makes service changes periodically in order 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 and Tri-State Defender, on MATA's website, and at transit centers; 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.

11 Thomas – Route changes for Weekday, Saturday and Sunday. Outbound from the William Hudson Transit Center (WHTC), right on A.W. Willis, left on Thomas, left on Pear, right on Second/Whitney, left on Thomas, right on Frayser, right on Millington, left on Dellwood regular route to the end of the line. Inbound regular route from the end of the line to Dellwood, right on Millington, left on Frayser, left on Thomas, right on Whitney/Second, left on Pear, regular route to the William Hudson Transit Center.

12 Florida – Route changes for Weekday and Saturday, Outbound from William Hudson Transit Center, right on Shadyac, right on Third St., right on Jackson, left on Front, right on Georgia, left on Florida, right on South Parkway, left on Kansas, left on Belz, regular route to the end of the line. Inbound regular route to Florida, left on Belz, right on Kansas, right on South Parkway, left on Florida, right on Georgia, regular route to the WHTC.

17 McLemore – Route changes for Weekday, Saturday and Sunday. Weekday westbound regular route from American Way Transit Center to McLemore, left on Florida, right on South Parkway, left on Swift. Eastbound trip - Swift, left on Person, left on Kansas, right on South Parkway, left on Florida, right on McLemore, then regular route to the end of the line at American Way Transit Center. Saturday westbound, from Semmes to McLemore regular route, left on Florida, right on South Parkway, left on Swift to end of the line. Saturday eastbound trip from Swift, left on Person, left on Kansas, right on South Parkway, left on Florida, right on McLemore, regular route to the end of line at Semmes. Sunday westbound, Ketchum to McLemore regular route, left on Florida, right on South Parkway, left on Swift to end of the line. Sunday eastbound, Swift, left on Person, left on Kansas, right on South Parkway, left on Florida, right on McLemore regular route to the end of line at Ketchum.

35 South Parkway – Minor time adjustments to weekday service to improve schedule adherence.

36 Hacks Cross – Weekday add an additional trip inbound to downtown from Hacks Cross at 7:48 p.m. Minor time adjustments to Weekday and Saturday service to improve schedule adherence.

57 Park – Minor time adjustments to Weekday and Saturday service to improve schedule adherence.

Saturday Additional Trips – Various routes - Saturday add one inbound trip on these routes: 2 Madison 9:47 p.m., 4 Walker 10:05 p.m., 8 Chelsea 9:43 p.m., 39 South Third 9:52 p.m., 42 Crosstown 9:45 p.m., 50 Poplar 10:15 p.m., 52 Jackson 9:54 p.m., 56 Lamar 10:05 p.m. and 57 Park 10:21 p.m.

Goodlett Farms – Adjustments to Weekday schedule to better accommodate shift times at Conduit Global Call Center.

WHEREAS, There will be no changes to MATAPlus service; and

WHEREAS, There will be no changes to Trolley service.

WHEREAS, A Title VI Service Equity Analysis has been performed in accordance with MATA’s adopted Title VI policy and FTA regulations and it has been determined that there will be no potential disparate impacts associated with these service changes; and

WHEREAS, Staff recommends said changes be effective on June 7, 2015.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS, That the service changes are approved to be effective June 7, 2015.

* * * * *



TO: MATA Board of Commissioners

FROM: Ron Garrison, President/General Manager

SUBJECT: Summary of Proposed Service Changes for June 2015

DATE: April 21, 2015

The changes in the accompanying resolution are designed to make adjustments to routes and schedules on certain bus routes to go into effect on June 7, 2015. The changes to regular fixed route service involve relatively minor changes to routes and schedules on several routes. Certain changes will better align services with demand, and other changes will improve schedule adherence by adjustment of running times. A summary of the changes by type (route, schedule) and by day of the week (Weekday, Saturday, Sunday) are shown in Tables 1 and 2 below.

Table 1 – Changes by Type

Route	Route	Schedule
11 Thomas	x	
12 Florida	x	
17 McLemore	x	
35 S. Parkway		x
36 Hacks Cross		x
57 Park		x
Additional inbound trip on Saturday night (9 routes)		x
Goodlett Farms		x

Table 2 – Changes by Day of the Week

Route	Weekday	Saturday	Sunday
11 Thomas	x	x	x
12 Florida	x	x	
17 McLemore	x	x	x
35 S. Parkway	x		
36 Hacks Cross	x	x	
57 Park	x	x	
Additional inbound trip on Saturday night (9 routes)		x	
Goodlett Farms	x	x	

MATA sought public comment by the following methods:

- **Advertisements in the Daily News and Tri-State Defender**
- **Notice on MATA's website**
- **Printed materials available at transit centers**
- **E-mail to Memphis Bus Riders Union**

It should be noted that the published notices did not include the proposed change to the Goodlett Farms route. After the notice was published, MATA was approached by Conduit Global with a request to adjust trip times to better accommodate the shift changes at their call center. MATA is able to accommodate their request at no additional cost.

As of the date of this memo, two comments have been received, as summarized below.

Karen English (4/6/2015): “A few of those [changes] that have the extra Saturday night run will help some for people wishing to get out who live near one of them. But I don't see any real changes to improve things in the University area. The time adjustments to the 35 may make things better or worse, depending on what they actually are, but nothing to improve conditions on evenings or weekends when you can't get anywhere from Highland.”

MATA Response: Regarding the changes to the 35, minor time adjustments were made to improve schedule adherence and put on regularly recurring times, i.e., the bus comes at the same time each hour, sometimes referred to as “clock face headways”. Regarding evening and weekend service, the Highland corridor is not a high ridership corridor that would justify additional service during these times, especially in light of limited funds for operations.

Johnnie Mosley (4/21/2015): “Over the years, I have made it a point to say if the MATA administration provided the timetables of proposed changes in bus routes to the passengers on the front end, it would save the passengers a lot of headaches on the back end.”...I respectfully ask that before the MATA Board cast a yea or nay vote on the proposed changes of routes on April 27, 2015, the passengers and MATA Board be given the opportunity to review the timetables of proposed changes in bus routes before or on April 27, 2015.”

MATA Response: When the proposed changes are first developed for public comment, the detailed timetables are not available. They are only developed later, closer to the time that the changes will become effective, so that we are reasonably certain that the changes will be implemented, as proposed.

Please let me know if you have questions or would like to discuss.

**MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS**

RESOLUTION NO. 15-16

RESOLUTION AUTHORIZING THE DISPOSAL OF OBSOLETE /DAMAGED ASSETS

WHEREAS, The Memphis Area Transit Authority (MATA) has obsolete/damaged assets that are no longer useful to MATA and are listed on Exhibit A; and

WHEREAS, It is in the best interest of MATA to dispose of said assets; and

WHEREAS, Said assets shall be disposed by vendor credit, written bids, electronic bids, trade-in, FTA transfer, negotiated sale price or by public auction; and

WHEREAS, If MATA is unsuccessful in disposing of said assets in the manner stated above, then they may be sold as scrap or discarded; 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 MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS That MATA is hereby authorized to dispose of the aforementioned obsolete/damaged assets, 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. are 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 said assets are unsuccessful, they may be sold as scrap or discarded.

*** * * * ***

EXHIBIT A

Items Identified for Disposal *segregated in Maintenance area*

Description	Count	
TV	1	Inoperable and Obsolete
Radio	1	Inoperable and Obsolete
Canon Laser Glass 9000	1	no power suppl/ obsolete
HPC6380	1	Inoperable and Obsolete
C418011	1	Inoperable and Obsolete
Laser Jet 2100	1	broken print head
Cannon PC 950	1	broken print head
HP D5360	1	broken print head
Compaq 1520	1	Inoperable and Obsolete
Compaq Desktop	1	Inoperable and Obsolete
HP Laser Jet 1200	1	Inoperable and Obsolete
HP Laser Jet 4100 TN	1	Inoperable and Obsolete
Canon Laser Glass 9000	1	Inoperable and Obsolete
HP Laser Jet 4100 TN	1	broken print head
HP 6280	1	broken print head
HP Laser Jet 4100 TN	1	broken print head
Panasonic DP-150FX	1	Inoperable and Obsolete
APC Smart UPS	1	Inoperable and Obsolete
Compaq Desktop	1	Inoperable and Obsolete
HP Desktop	1	Inoperable and Obsolete
HP Desktop	1	Inoperable and Obsolete
Chair	1	no longer used in operation
Panasonic monitor	1	Inoperable and Obsolete
Code-A-Phone 700	1	Inoperable and Obsolete
Desk	1	no longer used in operation
Desk	1	no longer used in operation
Desk	1	no longer used in operation
Desk	1	no longer used in operation
Computer Desk	1	no longer used in operation
Chair	1	no longer used in operation
Card File	1	no longer used in operation
Cart	1	no longer used in operation
Laminator	1	broken equipment
mouse	1	broken equipment
Coper Mit ADC 4086	1	broken equipment
Chair	1	no longer used in operation
Motorolla Charger	1	Inoperable and Obsolete
Panasonic TV	1	Inoperable and Obsolete
Dell Desktop	1	Inoperable and Obsolete
Kodak slide projector	1	Inoperable and Obsolete
HP Laser Jet 4100 TN	1	broken print head
Dell Desktop	1	Inoperable and Obsolete
Dell Desktop	1	Inoperable and Obsolete
HP 2575	1	broken print head
Dell Desktop	1	Inoperable and Obsolete
Roll Top Desk	1	no longer used in operation
Motorolla Radio	1	Broken
Charger	1	Inoperable
Charger	1	Inoperable

EXHIBIT A

Items Identified for Disposal *segregated in Maintenance area*

Description	Count	
HPLP 2465	1	Inoperable
Desk	1	no longer used in operation
Antene Motorola	1	Inoperable
Antenex	1	Inoperable
Ascon Haiser Scale	2	Inoperable
Assorted Keyboards	29	Inoperable
Bench Power Supply	1	Inoperable
Black/white Monitor	1	Inoperable
Cannon MP210	1	Inoperable
Cannon P38-D	1	Inoperable
Charger	1	Inoperable
Compaq Desktop	3	Inoperable
Compaq Laptop	1	Inoperable
Compaq Prolient	2	Inoperable
Custom PC	1	Inoperable
Custom PC	1	Inoperable
Dell Desktop	1	Inoperable
Dell Optiplex 360	1	Inoperable and Obsolete
Dell Optiplex 360	1	Inoperable and Obsolete
Desk	1	no longer used in operation
Desk	1	no longer used in operation
Genfare TRIM2 20400-146 Micochips	1	outdated
HP 1520 all-in-one op551	1	broken print head
HP 2575	1	Inoperable
HP Desktop	1	Inoperable
IBM Typewriter	1	Inoperable
Mail Machine	1	Inoperable
Memory	1	Inoperable
Mice	4	Inoperable
Monroe 2125 Calculator	1	Inoperable
Monroe 3140 Calculator	6	Inoperable
Motorolla HT1000 Radio	1	Inoperable
mouse	2	Inoperable
Panaonic Laptop	5	Inoperable
Panasonic TV	1	Inoperable
Pcware GX110	1	Inoperable
Personal Notebook Surge Protector	1	Inoperable
power supply	1	Inoperable
RCA TV	2	Inoperable
Smart UPS	2	Inoperable
Sony Laptop	1	Inoperable
Sylvania	1	Inoperable
Tatung monitor	1	Inoperable
Time Clock Microcoder	1	Inoperable
TV JVC Daend	1	Inoperable

EXHIBIT A

Items Identified for Disposal *segregated in Maintenance area*

Description	Count	
Ultrak B/W Video monitor	1	Inoperable
Ultraviolet Eprom Eraser	6	Inoperable
Victor 1230-2 Calculator	1	Inoperable and Obsolete
Victor 1260-3 calculator	1	Inoperable and Obsolete
Victor 1280-5 Calculator	1	Inoperable and Obsolete
Video monitor	1	Inoperable and Obsolete
Video Recorder Cassette	9	Inoperable and Obsolete
Wires	1	Inoperable and Obsolete
XE Box XL214 ODT	1	Broken no warrenty

segregated in storage area, 1376 Watkins

Items from Levee Road

Computer Table	No longer used in operation
Computer Table	No longer used in operation
Filing Cabinet	No longer used in operation
Coats HIT 5000 tire mounting machine	No longer used in operation
Lockers	Damaged - needs to be scrapped
Lockers	Damaged - needs to be scrapped
Corchi T524 tire leak tester	No longer used in operation
Southbend Nordic 15 Lathe	Inoperable
Old Southbend Lathe	Inoperable
Southbend Nordic 15 Lathe	Inoperable
Star Brake Lathe	No longer used in operation
Star Brake Lathe	No longer used in operation
LapMaster	Inoperable
Bickford 24 inch drill press	No longer used in operation
Wells cut off saw	Inoperable
Bench grinder	Inoperable
Battery Charger	Inoperable
Battery Charger	Inoperable
Battery Charger	Inoperable
Wood cabinet	Need to be scrapped damaged
Wood cabinet	Need to be scrapped damaged
Tennant floor scrubber	Inoperable

Items from Trolley

Gardner Denver generator	Inoperable
Dayton planner	Inoperable
Delta band saw	Inoperable
Old Southbend Lathe	Inoperable
Wilton cut off saw	Inoperable
Dayton belt sander	Inoperable
Onan generator	Inoperable
Clark Forklift serial# Y685-0437-9215K0F	Inoperable
Advance floor scrubber serial# 0546669	Inoperable