



MEMPHIS AREA TRANSIT AUTHORITY

One Commerce Square
40 South Main Street
Memphis, TN 38103
www.matatransit.com
Gary J. Rosenfeld
Chief Executive Officer

Board of Commissioners
Dr. Martin Lipinski, Chair
Shelia Williams, Vice-Chair

Kristen Bland
Michael Fulton
Edward Stephens, III
Janice Holder

Robert Clark
Michelle McKissack
Anton Mack

**Board of Commissioners
Regular Meeting
AGENDA
Tuesday, June 28, 2022
3:30 PM**

- I. Call to Order Martin Lipinski
- II. Board Roll Call Bacarra Mauldin

Member	Arrived	Departed	Member	Arrived	Departed
Bland, Kristen			Mack, Anton	1532	
Clark, Robert			McKissack, Michelle		
Fulton, Michael	1532		Stephens, Edward	1532	
Holder, Janice	1532		Williams, Shelia	1532	
Lipinski, Martin	1532				

- III. Approval of Minutes Commissioners
 - a. Regular Board Meeting – May 24, 2022
 - The minutes of the May 24, 2022, Board meeting can be found beginning on page 7

Item:	Approval of the May 24, 2022, Regular Board Meeting Minutes								
Motion by:	Fulton				Second By:	Mack			
Member	Aye	Nay	Abstain	Absent	Member	Aye	Nay	Abstain	Absent
Bland, Kristen				X	Mack, Anton	X			
Clark, Robert				X	McKissack, Michelle				X
Fulton, Michael	X				Stephens, Edward	X			
Holder, Janice	X				Williams, Shelia	X			
Lipinski, Martin	X								

IV. CEO (Chief Executive Officer) Report

Gary Rosenfeld

V. Consent Agenda Items

a. Resolution to authorize a signature to GRANICUS

- Resolution 22-21

Item:	Resolution 22-21 to authorize a commitment signature to GRANICUS for board agenda software								
Motion by:	Williams				Second By:	Holder			
Member	Aye	Nay	Abstain	Absent	Member	Aye	Nay	Abstain	Absent
Bland, Kristen				X	Mack, Anton	X			X
Clark, Robert				X	McKissack, Michelle				
Fulton, Michael	X				Stephens, Edward	X			
Holder, Janice	X				Williams, Shelia	X			
Lipinski, Martin	X								

b. Resolution to recognize the Memphis City Council for their support of a dedicated funding source for MATA.

- Resolution 22-22

Item:	Resolution 22-22 to recognize the Memphis City Council for their support of a dedicated funding source for MATA								
Motion by:	Williams				Second By:	Holder			
Member	Aye	Nay	Abstain	Absent	Member	Aye	Nay	Abstain	Absent
Bland, Kristen				X	Mack, Anton	X			
Clark, Robert				X	McKissack, Michelle				X
Fulton, Michael	X				Stephens, Edward	X			
Holder, Janice	X				Williams, Shelia	X			
Lipinski, Martin	X								

- c. Resolution to recognize Memphis Mayor Jim Strickland and Memphis City Chief Operation Officer Doug McGowen
- Resolution 22-23

Item:	Resolution 22-23 to recognize Memphis City Mayor Jim Strickland and Memphis City Chief Operating Officer Doug McGowen for their support of a dedicated funding source for MATA									
Motion by:	Williams				Second By:	Holder				
Member	Aye	Nay	Abstain	Absent	Member	Aye	Nay	Abstain	Absent	
Bland, Kristen				X	Mack, Anton	X				
Clark, Robert				X	McKissack, Michelle				X	
Fulton, Michael	X				Stephens, Edward	X				
Holder, Janice	X				Williams, Shelia	X				
Lipinski, Martin	X									

VI. Procurement Item(s)

- a. Resolution to award a contract to RUSH TRUCK CENTER to purchase one 2022 or newer wrecker
- Resolution 22-24
- Memo 22-24

Item:	Resolution 22-24 to award a contract to RUSH TRUCK CENTER to purchase one 2022 or newer wrecker									
Motion by:	Holder				Second By:	Fulton				
Member	Aye	Nay	Abstain	Absent	Member	Aye	Nay	Abstain	Absent	
Bland, Kristen				X	Mack, Anton	X				
Clark, Robert				X	McKissack, Michelle				X	
Fulton, Michael	X				Stephens, Edward	X				
Holder, Janice	X				Williams, Shelia	X				
Lipinski, Martin	X									

- b. Resolution to award a contract to ADSPOSURE for marketing transit advertising sales, production, installation and removal
- Resolution 22-25
- Memo 22-25

Item:	Resolution 22-25 to award a contract to ADSPOSURE for marketing transit advertising sales, production, installation and removal									
Motion by:	Williams				Second By:	Holder				
Member	Aye	Nay	Abstain	Absent	Member	Aye	Nay	Abstain	Absent	
Bland, Kristen				X	Mack, Anton	X				
Clark, Robert				X	McKissack, Michelle				X	
Fulton, Michael	X				Stephens, Edward	X				
Holder, Janice	X				Williams, Shelia	X				
Lipinski, Martin	X									

- c. Resolution to approve change order #1 to PRO-TOUCH SERVICES INC for two-year w/one-year option contract for janitorial services
- Resolution 22-26
 - Memo 22-26

Item:	Resolution 22-26 to approve change order #1 to PRO-TOUCH SERVICES INC for two-year w/ one-year option contract for janitorial services								
Motion by:	Mack				Second By:	Stephens			
Member	Aye	Nay	Abstain	Absent	Member	Aye	Nay	Abstain	Absent
Bland, Kristen				X	Mack, Anton	X			
Clark, Robert				X	McKissack, Michelle				X
Fulton, Michael	X				Stephens, Edward	X			
Holder, Janice	X				Williams, Shelia	X			
Lipinski, Martin	X								

- d. Resolution to authorize the purchase of diesel fuel
- Resolution 22-27
 - Memo 22-27

Item:	Resolution 22-27 to authorize the purchase of diesel fuel								
Motion by:	Fulton				Second By:	Holder			
Member	Aye	Nay	Abstain	Absent	Member	Aye	Nay	Abstain	Absent
Bland, Kristen				X	Mack, Anton	X			
Clark, Robert				X	McKissack, Michelle				X
Fulton, Michael	X				Stephens, Edward	X			
Holder, Janice	X				Williams, Shelia	X			
Lipinski, Martin	X								

- e. Resolution to authorize the purchase of unleaded gasoline
- Resolution 22-28
 - Memo 22-28

Item:	Resolution 22-28 to authorize the purchase of unleaded gasoline								
Motion by:	Fulton				Second By:	Williams			
Member	Aye	Nay	Abstain	Absent	Member	Aye	Nay	Abstain	Absent
Bland, Kristen				X	Mack, Anton	X			
Clark, Robert				X	McKissack, Michelle				X
Fulton, Michael	X				Stephens, Edward	X			
Holder, Janice	X				Williams, Shelia	X			
Lipinski, Martin	X								

- f. Resolution to award a contract to CUSTOM TRUCK one source for the purchase of a 2022 Ford-F350 Hy-Rail pick-up truck
- Resolution 22-29
 - Memo 22-29

Item:	Resolution 22-29 to award a contract to CUSTOM TRUCK one source for the purchase of a 2022 Ford-F350 Hy-Rail pick-up truck								
Motion by:	Stephens				Second By:	Williams			
Member	Aye	Nay	Abstain	Absent	Member	Aye	Nay	Abstain	Absent
Bland, Kristen				X	Mack, Anton	X			
Clark, Robert				X	McKissack, Michelle				X
Fulton, Michael	X				Stephens, Edward	X			
Holder, Janice	X				Williams, Shelia	X			
Lipinski, Martin	X								

- g. Resolution to approve lease of storage space for Memphis Area Transit Authority One Commerce Square Memphis Realty LP
- Resolution 22-30
 - Memo 22-30

Item:	Resolution 22-30 to approve lease of storage space for Memphis Area Transit Authority One Commerce Square Memphis Realty LP								
Motion by:	Stephens				Second By:	Williams			
Member	Aye	Nay	Abstain	Absent	Member	Aye	Nay	Abstain	Absent
Bland, Kristen				X	Mack, Anton	X			
Clark, Robert				X	McKissack, Michelle				X
Fulton, Michael	X				Stephens, Edward	X			
Holder, Janice	X				Williams, Shelia	X			
Lipinski, Martin	X								

- h. Resolution to authorize the purchase seven (7) Siemens U2 LRV Cars; serial numbers 1033, 1066, 1010, 1048, 1049, and 1026
- Resolution 22-31
 - Memo 22-31
 - Sole Source Memo 22-31

Item:	Resolution 22-31 to authorize the purchase seven (7) Siemens U2 LRV Cars; serial numbers 1033, 1066, 1010, 1048, 1049, and 1026								
Motion by:	Fulton				Second By:	Holder			
Member	Aye	Nay	Abstain	Absent	Member	Aye	Nay	Abstain	Absent
Bland, Kristen				X	Mack, Anton	X			
Clark, Robert				X	McKissack, Michelle				X
Fulton, Michael	X				Stephens, Edward	X			
Holder, Janice	X				Williams, Shelia	X			
Lipinski, Martin	X								

VII. Service and Development

- a. Resolution to approve June 28, 2022 service improvements
- Resolution 22-32

Item:	Resolution 22-32 to approve June 28, 2022 service changes									
Motion by:	Williams				Second By:	Stephens				
Member	Aye	Nay	Abstain	Absent	Member	Aye	Nay	Abstain	Absent	
Bland, Kristen				X	Mack, Anton	X				
Clark, Robert				X	McKissack, Michelle				X	
Fulton, Michael	X				Stephens, Edward	X				
Holder, Janice	X				Williams, Shelia	X				
Lipinski, Martin	X									

VIII. Finance Agenda Items

- a. May 2022 Financial Report

Bernhard Rudolph

IX. Acknowledgement of Public Comment

X. Old or New Business

- a. Fare Policy Draft
b. MATA plus Code of Conduct

XI. Adjournment

The Next Regular Meeting of the:

MATA Board of Commissioners will Be:

Tuesday, July 26, 2022

3:30pm

At

Memphis Area Transit Authority

One Commerce Square – 40 S. Main Street

Memphis, TN 38103

Board of Commissioners
Regular Meeting Minutes

Approved
6/28/22

Meeting Date:
Tuesday May 24, 2022
3:30 PM

The regular meeting was called to by Chair Martin Lipinski at 3:32 p.m. Members of the Commission are noted:

Member	Arrived	Departed
Bland, Kristen		
Clark, Robert		
Fulton, Michael	1532	1632
Holder, Janice	1532	1632
Lipinski, Martin	1532	1632
Mack, Anton	1532	1632
McKissack, Michelle	1532	1632
Stephens, Edward	1535	1632
Williams, Shelia	1535	1632

Approval of Minutes from May 4, 2022

Item:	Approval of the May 4, 2022 Regular Board Meeting Minutes								
Motion by:	Fulton				Second By:	McKissack			
Member	Aye	Nay	Abstain	Absent	Member	Aye	Nay	Abstain	Absent
Bland, Kristen				X	Mack, Anton	X			
Clark, Robert				X	McKissack, Michelle	X			
Fulton, Michael	X				Stephens, Edward				X
Holder, Janice	X				Williams, Shelia				X
Lipinski, Martin	X								

Resolutions presented and voted upon:

Item:	Resolution 22-20 to authorize the disposal of surplus/obsolete computer equipment items								
Motion by:	Holder				Second By:	Stephens			
Member	Aye	Nay	Abstain	Absent	Member	Aye	Nay	Abstain	Absent
Bland, Kristen				X	Mack, Anton	X			
Clark, Robert				X	McKissack, Michelle	X			
Fulton, Michael	X				Stephens, Edward	X			
Holder, Janice	X				Williams, Shelia	X			
Lipinski, Martin	X								

The meeting was adjourned by Chair Lipinski at 4:32 PM.

Approved
6/28/22

MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS

RESOLUTION NO. 22-21

**RESOLUTION TO SIGN A COMMITMENT FORM WITH GRANICUS FOR BOARD MEETING AGENDA
SOFTWARE**

WHEREAS MATA is committed to service excellence, creating an exceptional customer experience and inspiring the community to invest in our success;

WHEREAS Community engagement and involvement is critical to ensure that MATA is providing services that are responsive to the needs of the community;

WHEREAS Transparent governance is a tool to garner stakeholder and community trust and is required for public agencies such as MATA;

WHEREAS MATA is modernizing its processes and embracing new technology in an effort to operate in a manner that is effective, efficient and transparent;

WHEREAS Granicus is a meeting management software suite that promotes meeting efficiency, citizen transparency and modern communications;

WHEREAS More than 2,500 local government entities, including the City of Memphis and Shelby County utilize this software to organize their agendas and broadcast their meetings; and

WHEREAS After a review of multiple software proposals, staff has selected Granicus as the best value for the capabilities needed by MATA for efficient and transparent meeting management.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS that the commitment form for GRANICUS should be signed.

BE IT FURTHER RESOLVED That the Chief Executive Officer, Chief of Staff, Chairman, or Vice-Chairman be authorized to execute the commitment.

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Approved
6/28/22

**BOARD OF COMMISSIONERS
MEMPHIS AREA TRANSIT AUTHORITY**

RESOLUTION NO. 22-22

**RESOLUTION TO RECOGNIZE THE MEMPHIS CITY COUNCIL FOR THEIR SUPPORT OF A DEDICATED
FUNDING SOURCE FOR MATA**

WHEREAS, MATA is committed to delivering quality services to our customers, while finding ways to expand and improve that are responsive to the community’s needs.

WHEREAS, delivery on the promise of providing safe and efficient public transportation would not be possible without engaged and committed stakeholders and funding partners.

WHEREAS the funding that MATA receives supports transportation for Memphis bus riders, trolley patrons and the greater community that lives, work and play in the City of Memphis.

WHEREAS, the Memphis City Council has worked to improve public transportation in the City of Memphis since MATA’s creation in 1975 and continues this commitment today;

WHEREAS, the Memphis City Council has provided funding to strengthen MATA’s ability to move Memphis forward and has now advanced a dedicated funding source for MATA; and

WHEREAS, the allocation of dedicated funding supports Transit Vision, public safety, economic vitality, quality of life and more for future generations of Memphians to benefit from and enjoy.

WHEREAS, the actions of the Council gave hope to the Community, encouragement to the MATA employees and support to MATA leadership.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS with the Chief Executive Officer Concurring that the Memphis City Council be hereby recognized and thanked for their support of the Memphis Area Transit Authority.

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Approved
6/28/22

BOARD OF COMMISSIONERS
MEMPHIS AREA TRANSIT AUTHORITY

RESOLUTION NO. 22-23

RESOLUTION TO RECOGNIZE MEMPHIS CITY MAYOR JIM STRICKLAND AND MEMPHIS CITY CHIEF OPERATING OFFICER DOUG MCGOWEN FOR THEIR SUPPORT OF A DEDICATED FUNDING SOURCE FOR MATA

WHEREAS MATA is committed to delivering quality services to our customers, while finding ways to expand and improve that are responsive to the community's needs;

WHEREAS delivery on the promise of providing safe and efficient public transportation would not be possible without engaged and committed stakeholders and funding partners;

WHEREAS the funding that MATA receives supports transportation for Memphis bus riders, trolley patrons and the greater community that lives, work and play in the City of Memphis;

WHEREAS Memphis City Mayor Jim Strickland and Memphis City Chief Operating Officer Doug McGowen proposed and crafted legislation for a dedicated funding source for The Memphis Area Transit Authority (MATA); and

WHEREAS their actions of promoting this historic opportunity to strengthen public transportation and bring innovation to mass transit gave hope to the Community, encouragement to the MATA employees and support to MATA leadership;

WHEREAS the allocation of dedicated funding supports Transit Vision, public safety, economic vitality, quality of life and more for future generations of Memphians to benefit from and enjoy;

NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS does recognize and thank Memphis City Mayor Jim Strickland and Memphis City Chief Operating Officer Doug McGowen for their support of the Memphis Area Transit Authority.

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Approved
6/28/22

**BOARD OF COMMISSIONERS
MEMPHIS AREA TRANSIT AUTHORITY**

RESOLUTION NO. 22-24

**RESOLUTION TO AWARD A CONTRACT TO RUSH TRUCK CENTER TO PURCHASE ONE 2022 OR NEWER
WRECKER**

WHEREAS, The Memphis Area Transit Authority (MATA) Bus Maintenance Department is in need of an additional service wrecker to aid in towing services for the bus fleet; and

WHEREAS, MATA issued an Invitation for Bids (IFB) to companies to purchase one 2022 or newer wrecker; and received one responsive bid; and

WHEREAS, Rush Truck Center has submitted a responsive and responsible bid at \$554,868 to purchase one 2022 or newer wrecker; and

WHEREAS, There was no DBE goal for this project; and

WHEREAS, Staff recommends that a contract be awarded to Rush Truck Center at a cost of \$554,868 for the purchase of one 2022 or newer wrecker; and

WHEREAS, Funding for this contract will be provided by capital grants.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS That a contract be awarded to Rush Truck Center to purchase one 2022 or newer wrecker at a cost not to exceed \$554,868.

BE IT FURTHER RESOLVED That the Chief Executive Officer, Chief of Staff, Chairman or Vice-Chairman be authorized to execute the contract.

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Approved
6/28/22

MEMO 22-24

TO: MATA Board of Commissioners

FROM: Gary Rosenfeld, CEO

DATE: May 24, 2022

SUBJECT: Purchase One 2022 or Newer Wrecker

This memo summarizes the procurement process to secure a vendor to purchase one 2022 or newer wrecker for MATA's Bus Maintenance Department.

MATA solicited bids for this project from five vendors, and the solicitation was formally advertised and placed on MATA's website. One bid was received.

Rush Truck Center was deemed responsive and responsible.

The Disadvantaged Business Enterprises (DBE) goal was set at 0%.

Staff recommends that a contract be awarded to Rush Truck Center to purchase one 2022 or newer wrecker at a cost not to exceed \$554,868. They stated on their bid the chassis lead time is 360 days from Notice to Proceed.

Approved
6/28/22

**MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS**

RESOLUTION NO. 22-25

**RESOLUTION TO AWARD A CONTRACT TO ADSPOSURE
FOR MARKETING TRANSIT ADVERTISING SALES, PRODUCTION, INSTALLATION AND REMOVAL**

WHEREAS, The Memphis Area Transit Authority (MATA) solicited proposals from companies for Marketing Transit Advertising Sales, Production, Installation and Removal under which the companies would provide advertising and related services and MATA would receive a portion of the revenues; and

WHEREAS, MATA received two responsive bids that offered bus advertising services; and

WHEREAS, MATAs Evaluation Committee reviewed the two proposals and used a weighted scoring methodology that measured respondents qualifications and experience, methodology and technical approach, management plan, schedule, and scope of work; and

WHEREAS, MATA’s Evaluation Committee reviewed bidders financial proposals, conducted interviews, and performed background checks;

WHEREAS, The Evaluation Committee recommends that award of a contract to ADSPOSURE was in the best interests of MATA considering qualifications/experience, innovativeness, methodology and technical approach, management plan, scope of work, community engagement experience, and approach to long term financial growth and financial sustainability; and

WHEREAS, ADSPOSURE has committed to DBE participation of 15%; and

WHEREAS, Staff recommends that a contract be awarded to ADSPOSURE for a period of three-years with one three-year option, subject to final negotiations.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS That a three-year contract with a three-year option for transit advertising be awarded to ADSPOSURE at a Minimum Annual Guarantee of \$175,000 the first year, for the second year \$200,000, and the third year \$200,000 and \$200,000 per year for years four, five and six; and Net Revenues of 50/50% share ratio.

BE IT FURTHER RESOLVED That the contract award is contingent on successful completion of negotiations on contract terms.

BE IT FURTHER RESOLVED That the Chief Executive Officer, Chief of Staff, Chairman or Vice-Chairman be authorized to execute the necessary contract.

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Approved
6/28/22

MEMO 22-25

TO: MATA Board of Commissioners

FROM: Gary Rosenfeld, Chief Executive Officer

DATE: June 28, 2022

SUBJECT: Marketing for Transit Advertising Sales Production, Installation, and Removal

MATA issued a Request for Proposal on March 2, 2022, for companies to provide services related to bus advertising. The term of the contract was anticipated to be 3 to 6 years. Two responsive bids were received, and the evaluation committee reviewed and scored proposals based on weighted scoring criteria contained in the RFP, interviews were conducted, and references and background checks performed. This memo provides additional background information and a recommendation for bus advertising.

The Disadvantaged Business Enterprise (DBE) goal was set at 15%.

The financial comparison of the two proposals is shown below.

	Adsposure		Gateway	
	Minimum Annual Guarantee	% Share	Minimum Annual Guarantee	% Share
Year 1	175000.00	50/50	480000.00	60/40
Year 2	200000.00	50/50	520000.00	60/40
Year 3	200000.00	50/50	570000.00	60/40
Year 4	200000.00	50/50	620000.00	60/40
Year 5	200000.00	50/50	670000.00	60/40
Year 6	200000.00	50/50	720000.00	60/40

Based on the outcome of weighted scoring criteria contained in the RFP to include reference checks, interviews, and financial sustainability and growth the evaluation committee recommends awarding of a contract to ADSPOSURE for a period of three years with a three-year option.

Approved
6/28/22

**MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS**

RESOLUTION NO. 22-26

**RESOLUTION TO APPROVE CHANGE ORDER #1 TO PRO-TOUCH SERVICES INC.
FOR TWO-YEAR W/ONE-YEAR OPTION CONTRACT FOR JANITORIAL SERVICES**

WHEREAS, The Memphis Area Transit Authority (MATA) Board of Commissioners awarded a Contract for Two-Year w/One-Year Option to Pro-Touch Services, Inc. by Resolution 22-13 on May 4, 2022; and

WHEREAS, MATA Staff has determined that additional cleaning staff is needed to clean and sanitize the Administration and Operation office at 1370 Levee Road to MATA standards; and

WHEREAS, MATA will eliminate COVID cleaning services at 444 N. Main St., the Hudson Transit Center location and will add the Hudson Transit Center to the existing janitorial contract; and

WHEREAS, A quote was requested from the existing vendor, Pro-touch to incorporate additional staff and modified hours to better serve the Levee Road location. MATA staff also requested pricing to add the Hudson Transit Center to the existing contract; and

WHEREAS, MATA staff has determined that Pro-touch has submitted a fair and reasonable quote; and

WHEREAS, MATA staff recommends approval of Change Order #1 to Pro-Touch Services, Inc. to add additional cleaning staff and modified hours for the Levee Road location. MATA staff also recommends approval of adding the Hudson Transit Center to the existing contract. This will increase the current two-year w/one-year option contract by \$140,520.00 for the two-year base period and \$210,780.00 if the one year option is enacted, making the current contract not to exceed \$272,088.00 for the two-year base period and \$408,132.00 if the one-year option is enacted; and

NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS That Change Order #1 be approved to Pro-Touch Services, Inc., with an amount not to exceed \$272,088.00 for the base two-year base period and \$408,132.00 if the one-year option is enacted through the remaining contract period.

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

BE IT FURTHER RESOLVED That the Chief Executive Officer, Chief of Staff, Chairman or Vice-Chairman is authorized to execute the necessary documents.

* * * * *

Approved
6/28/22

MEMO 22-26

TO: MATA Board of Commissioners

FROM: Gary Rosenfeld, Chief Executive Officer

DATE: June 28, 2022

SUBJECT: Approve Change Order #1 To Pro-Touch Services Inc for Two-Year w/One-Year Option Contract for Janitorial Services

MATA approved a contract for Janitorial services to maintain the American Way Transit Center and Levee Road Administration and Operation building on May 4, 2022, by Resolution 22-13. After the contract was in place and services began, it was determined by MATA staff, that additional cleaning staff would be needed to better serve the Levee Road location. At this time, it was also determined by MATA staff that COVID cleanings at Hudson Transit Center would be ending and would need to be added to the existing janitorial contract.

MATA Staff reached out to the existing vendor, Pro-touch, for quotes on Levee Road and Hudson Transit Center. MATA staff determined that the quotes provided were fair and reasonable. The original contract was approved at \$131,568.00 for the two-year base period and \$197,352.00 if the one-year option was enacted.

With the Levee Road amendment and Hudson Transit Center addition, the contract will increase by \$140,520.00 for the two-year base period and \$210,780.00 if the one-year option is enacted. The new changes will make the current contract at a total cost not to exceed \$272,088.00 for the two-year base period and \$408,132.00 if the one-year option is enacted.

Approved
6/28/22

MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS

RESOLUTION NO. 22-27

RESOLUTION TO AUTHORIZE THE PURCHASE OF DIESEL FUEL

WHEREAS, The Memphis Area Transit Authority (MATA) is required to maintain an inventory of diesel fuel to ensure the efficient and continued operation of its fleet; and

WHEREAS, Staff projects that the requirement for diesel fuel is approximately 1,200,000 gallons per year; and

WHEREAS, MATA has funds available through its operating budget to purchase such diesel fuel; and

WHEREAS, MATA solicited bids from vendors to participate in the procurement process for diesel fuel in accordance with MATA's Procurement Manual which included the possibility of awarding a fixed-price contract for 1,200,000 gallons of low-sulfur diesel fuel and to purchase off the spot market; and

WHEREAS, This procurement was formally advertised; and

WHEREAS, MATA received five responsive and responsible offers from vendors willing to participate in the procurement for the diesel fuel for 1,200,000 gallons; and

WHEREAS, Staff recommends that the following companies be authorized to participate in the procurement process for both the fixed-price and the spot market procurement for a one-year period:

Colonial Oil Sales
HTP Energy
Industrial Sales Co. of Memphis
Mansfield Oil Company of Gainesville, Inc.
Petroleum Traders Corporation; and

WHEREAS, MATA Staff recommends the Board authorize it to lock in a fixed-price contract for 1,200,000 gallons of low-sulfur diesel fuel with the lowest bidder from the vendors listed above on the date requested by the MATA Staff during the period of July 1, 2022 – October 31, 2022; and

WHEREAS, MATA Staff recommends the Board authorize it to purchase diesel fuel on the spot market from any of the vendors listed above during the fiscal year on an as-needed basis until a fixed-price contract is awarded and for quantities of diesel fuel required above 1,200,000 gallons if a fixed-price contract is awarded.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS That the MATA Staff is authorized to lock in a fixed-price contract for 1,200,000 gallons of low-sulfur diesel fuel with the lowest bidder from the vendors listed above on the date requested by the MATA Staff during the period of July 1, 2022 – October 31, 2022.

BE IT FURTHER RESOLVED That the MATA Staff is authorized to purchase diesel fuel off the spot market during the fiscal year from any of the vendors listed above until a fixed-price contract is awarded and for quantities of diesel fuel above the 1,200,000 gallons if a fixed-price contract is awarded.

BE IT FURTHER RESOLVED That the Chief Executive Officer, Chief of Staff, Chairman or Vice-Chairman is authorized to execute the necessary documents.

* * * * *

Approved
6/28/22

MEMO 22-27

TO: MATA Board of Commissioners
FROM: Gary Rosenfeld, CEO
DATE: June 28, 2022
SUBJECT: Purchase of Diesel Fuel

MATA has issued a solicitation for diesel fuel. The current contract for diesel fuel expires November 5, 2022.

Based upon MATA's procurement process for diesel fuel that the Board approved on February 24, 2014, MATA's Staff requested vendors to indicate if they would agree to participate in submitting quotes during the period of July 1, 2022 – October 31, 2022 for the purpose of locking in a fixed-price contract for 1,200,000 gallons of ultra-low sulfur diesel fuel. They were also asked to indicate if they would submit quotes during the year for diesel fuel off the spot market.

The five vendors listed below submitted their required certificates and stated they were willing to participate.

Colonial Oil Sales
HTP Energy
Industrial Sales Co. of Memphis
Mansfield Oil Company of Gainesville, Inc.
Petroleum Traders Corporation

MATA is recommending that the Board authorize Staff to obtain quotes from the vendors listed above during the period of July 1, 2022 – October 31, 2022 in order to lock in a fixed-price contract for 1,200,000 gallons of ultra-low sulfur diesel fuel. If Staff determines that the market price is fair and reasonable, we will request the vendors to provide their best price and then lock in the price with the lowest bidder.

MATA is also recommending that the Board authorize Staff to obtain quotes from any of the vendors listed above during the fiscal year to purchase diesel fuel off the spot market until a fixed-price contract is awarded and for quantities of diesel fuel needed above the 1,200,000 gallons if a fixed-price contract is awarded. Staff will review quotes received and issue a purchase order to the lowest bidder that can deliver the quantity within the required delivery time.

Approved
6/28/22

MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS

RESOLUTION NO. 22-28

RESOLUTION TO AUTHORIZE THE PURCHASE OF UNLEADED GASOLINE

WHEREAS, The Memphis Area Transit Authority (MATA) is required to maintain an inventory of unleaded gasoline to ensure the efficient and continued operation of its vehicles; and

WHEREAS, Staff projects that the requirement for unleaded gasoline will be approximately 200,000 gallons per year; and

WHEREAS, MATA has funds available through its operating budget to purchase such fuel; and

WHEREAS, MATA solicited bids from vendors to participate in the procurement process for unleaded gasoline in accordance with MATA's Procurement Manual which included the possibility of awarding a fixed-price contract for 200,000 gallons of unleaded gasoline with the remaining gallons needed during the year to be purchased off the spot market; and

WHEREAS, This procurement was formally advertised; and

WHEREAS, MATA received five responsive and responsible offers from vendors willing to participate in the procurement for the unleaded gasoline for 200,000 gallons; and

WHEREAS, Staff recommends that the following companies be authorized to participate in the procurement process for both the fixed-price and the spot market procurement for a one-year period:

Colonial Oil Sales
HTP Energy
Industrial Sales Co. of Memphis
Mansfield Oil Company of Gainesville, Inc.
Petroleum Traders Corporation; and

WHEREAS, MATA Staff recommends the Board authorize it to lock in a fixed-price contract for 200,000 gallons of unleaded gasoline to the lowest bidder during the period of July 1, 2022 – October 31, 2022; and

WHEREAS, MATA Staff recommends the Board authorize it to purchase gasoline on the spot market from any of the vendors listed above during the fiscal year on an as-needed basis until a fixed-price contract is awarded and for quantities of unleaded gasoline required above 200,000 gallons if a fixed-price contract is awarded.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS That the MATA Staff is authorized to lock in a fixed-price contract for 200,000 gallons of unleaded gasoline to the lowest bidder during the period of July 1, 2022 – October 31, 2022.

BE IT FURTHER RESOLVED That the MATA Staff is authorized to purchase unleaded gasoline off the spot market during the fiscal year from any of the vendors listed above until a fixed-price contract is awarded and for quantities of unleaded gasoline above the 200,000 gallons if a fixed-price contract is awarded.

BE IT FURTHER RESOLVED That the Chief Executive Officer, Chief of Staff, Chairman or Vice-Chairman is authorized to execute the necessary documents.

* * * * *

Approved
6/28/22

MEMO 22-28

TO: MATA Board of Commissioners

FROM: Gary Rosenfeld, CEO

Date: June 28, 2022

SUBJECT: Purchase of Unleaded Gasoline

MATA has issued a solicitation for unleaded gasoline. The current contract for unleaded gasoline expires November 5, 2022.

Based upon MATA's procurement process for unleaded gasoline that the Board approved on February 24, 2014, MATA's Staff requested vendors to indicate if they would agree to participate in submitting quotes during the period of July 1, 2022 – October 31, 2022 for the purpose of locking in a fixed-price contract for 200,000 gallons of unleaded gasoline. They were also asked to indicate if they would submit quotes during the year for prices for these commodities off the spot market.

The five vendors listed below stated they were willing to participate in the procurement for the fixed-price contract for 200,000 gallons of unleaded gasoline.

Colonial Oil Sales
HTP Energy
Industrial Sales Co. of Memphis
Mansfield Oil Company of Gainesville, Inc.
Petroleum Traders Corporation

MATA is recommending that the Board authorize Staff to obtain quotes from the vendors listed above during the period of July 1, 2022 – October 31, 2022 in order to lock in a fixed-price contract for 200,000 gallons of unleaded gasoline. If Staff determines that the market price is fair and reasonable, we will request the vendors to provide their best price and then lock in the price with the lowest bidder.

MATA is also recommending that the Board authorize Staff to obtain quotes from any of the vendors listed above during the fiscal year to purchase unleaded gasoline off the spot market until a fixed-price contract is awarded and for quantities of unleaded gasoline needed above the 200,000 gallons if a fixed-price contract is awarded. Staff will review quotes received and issue a purchase order to the lowest bidder that can deliver the quantity within the required delivery time.

Approved
6/28/22

MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS

RESOLUTION 22-29

**RESOLUTION TO AWARD A CONTRACT TO CUSTOM TRUCK ONE SOURCE FOR
THE PURCHASE OF A 2022 FORD-F350 HY-RAIL PICK-UP TRUCK**

WHEREAS, The Memphis Area Transit Authority’s Trolley Division (MATA) is in need of a Hy-Rail Pick-Up Truck to assist with proper rail track maintenance and up-keep to ensure efficient and continued operation; and

WHEREAS, MATA issued an Invitation for Bid (IFB) for companies to provide a 2022 Ford-F350 Hy Rail Pick-Up Truck and one responsive and responsible bid was received; and

WHEREAS, Staff has reviewed the bid received and recommends that a contract be awarded to Custom Truck One Source of \$88,440.00.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS That a contract be awarded to Custom Truck One Source at a cost not to exceed of \$88,440.00 for the purchase of a 2022 Ford-F350 Hy Rail Pick-Up Truck.

BE IT FURTHER RESOLVED That the Chief Executive Officer, Chief of Staff, Chairman, or Vice-Chairman be authorized to execute the contract.

* * * * *

Approved
6/28/22

MEMO 22-29

TO: MATA Board of Commissioners

FROM: Gary Rosenfeld, Chief Executive Officer

DATE: June 26, 2022

SUBJECT: Award A Contract to Custom Truck One Source for the Purchase of a 2022 Ford-F350 Hy-Rail Pick-Up Truck

The Memphis Area Transit Authority's Trolley Division is in need of a Hy-Rail pick-up truck to assist staff in proper rail track maintenance and up-keep. Adding this vehicle to the Trolley's non-revenue service vehicle fleet will increase maintenance capacity and movement for the trolley rail system.

The IFB was sent to 13 vendors, formally advertised and posted to MATA's website. The DBE goal was set at 0% for this solicitation. One responsive and responsible bid was received, and MATA staff reviewed Custom Truck One Source's bid on the criteria set forth in the IFB.

MATA staff recommends that a contract be awarded Custom Truck One Source at a cost not to exceed of \$88,440.00.

Approved
6/28/22

MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS

RESOLUTION NO. 22-30

**RESOLUTION TO APPROVE LEASE OF STORAGE SPACE FOR MEMPHIS AREA TRANSIT AUTHORITY ONE
COMMERCE SQUARE MEMPHIS REALTY LP**

WHEREAS, The Memphis Area Transit Authority (MATA) has a need for additional storage space at One Commerce Square; and

WHEREAS, Commercial Real Estate Services on behalf of One Commerce Square Memphis Realty LP proposes to lease approximately ~~391,440 Retainable Square Feet~~ of storage space located in the basement of One Commerce Square (OCS); and **Units 12 (13x10.5), 13 (13x10.5), and 1 (26.5x13)**

WHEREAS, The initial Lease Term shall be for a period of one hundred and twenty-two months (122) commencing on August 1, 2022, for a total of \$123,300.88; and

WHEREAS Staff recommends that the MATA Board approve the lease to cover the period of August 1, 2022, to September 30, 2032, at a total cost of \$123,300.88.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS That a lease with One Commerce Square Memphis Realty LP is approved to cover the period of one hundred and twenty-two months (122) for a total cost of \$123,300.88.

BE IT FURTHER RESOLVED That the Chief Executive Officer and the Chairman and Vice-Chairman of the MATA Board be authorized to execute the necessary lease.

* * * * *

Approved
6/28/22**MEMO 22-30**

TO: MATA Board of Commissioners

FROM: Gary Rosenfeld, Chief Executive Officer (CEO)

DATE: June 28, 2022

SUBJECT: Lease of Storage Space for MATA at One Commerce Square

Since MATA's Administrative Staff have been occupying temporary spaces at One Commerce Square, there has been a need for storage space for several of the department's documents and other office equipment and supplies. Staff recommends that we lease storage space in the basement at One Commerce Square to conveniently provide a place for essential documents and equipment are accessible.

One Commerce Reality, LP has agreed to provide storage space for a period beginning August 1, 2022, to September 30, 2032, at a total cost of \$123,300.88. The cost breakdown is provided in the lease agreement.

MATA's Staff recommends that the Board approve this lease. Let me know if you have questions.

Approved
6/28/22

MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS

RESOLUTION NO. 22-31

RESOLUTION TO PURCHASE SEVEN (7) SIEMENS U2 LRV CARS; SERIAL #'s 1033, 1066, 1010, 1048,1049, 1052, and 1026 AND ASSOCIATED SPARE PARTS FROM VIRGINKAR & ASSOCIATES, INC.

WHEREAS, The Memphis Area Transit Authority (MATA) has a rail trolley system; and

WHEREAS, MATA purchased a 1988 Siemens U2 Light Rail Vehicle (LRV), serial # 1035 to conduct feasibility, viability, and integration testing (U2 Car Integration Testing) of a modern streetcar design on MATA's Madison Line rail system as part of the Madison Line's revitalization and safety recertification project; and

WHEREAS, MATA performed sufficient levels of preparation, inspection, maintenance, and servicing activities on MATA's Madison Line's U2 Car, track, switches, roadbed, and substation systems in order to safely conduct U2 Car Integration Testing; and

WHEREAS, MATA successfully completed a series of progressive static, dynamic, speed, braking, and other testing activities, and measurements as part of the U2 Car Integration Testing project; and

WHEREAS, MATA has determined that integration of the U2 Car into MATA rail operations is feasible, viable, and achievable for the Madison Line, and other lines, with manageable, and readily attainable revitalization and refurbishing efforts to the U2 LRV Cars, and Madison line track, stations, substations, repair facilities, and other subsystems; and

WHEREAS, under the direction of MATA's CEO Gary Rosenfeld, Chief Operating Officer, Ted Harris, and Chief Safety & Security Officer conducted a site visit to inspect, examine, and validate the condition of seven (7) Siemens U2 LRV cars; serial #'s: 1033, 1006, 1010, 1048, 1049 for the purchase prices of \$117,400 each, and serial #'s: 1052 and 1026, for \$102,400, all of which includes, U2 Car drawings, handling, storage, shipping, security, and delivery by freight rail to the refurbishing repair facility in Tallulah, Louisiana as well as the purchase of 3 40 ft. shipping containers of U2 LRV spare parts for \$50,000; and

WHEREAS, MATA recommends the purchase of (7) seven Siemens U2 LRV cars; serial #'s 1033, 1066, 1010, 1048,1049, 1052, and 1026 as well as 3 40 ft. shipping containers of U2 LRV spare parts for the total price of \$841,800, which includes drawings, parts, handling, storage, shipping, and delivery by freight rail to 389 Port Elevator Road, Tallulah, LA ; and

NOW, THEREFORE, BE IT RESOLVED THAT THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS has reviewed and approves the purchase of (7) seven Siemens U2 LRV cars from Virginkar & Associates, Inc.; serial #'s 1033, 1066, 1010, 1048,1049, 1052, and 1026 for the total price of

\$841,800, which includes drawings, parts, handling, storage, shipping, and delivery by freight rail to 389 Port Elevator Road, Tallulah, LA;

BE IT FURTHER RESOLVED That the Chief Operating Officer be authorized to execute the purchase agreement of the (7) seven Siemens U2 LRV cars; serial #'s 1033, 1066, 1010, 1048,1049, 1052, and 1026 and 3 40 ft containers of U2 LRV spare parts from Virginkar & Associates, Inc..

* * * * *

Approved
6/28/22

MEMO 22- 31

TO: MATA Board of Commissioners

FROM: Gary Rosenfeld, Chief Executive Officer

DATE: June 28, 2022

SUBJECT: Purchase of seven (7) Siemens U2 LRV Cars

This memo summarizes the steps followed and final decision to purchase seven (7) Siemens U2 Light Rail Vehicle Cars (LRV Cars) from Virginkar & Associates, Inc., serial #'s 1033, 1066, 1010, 1048,1049, 1052, and 1026.

In 2021, MATA purchased a single 1988 Siemens U2 Light Rail Vehicle (LRV), serial # 1035 to conduct feasibility, viability, and integration testing (U2 Car Integration Testing) of a modern streetcar design on MATA's Madison Line rail system as part of the Madison Line's revitalization and safety recertification project.

MATA performed inspections, maintenance, and service testing of the U2 LRV Car, track, roadbed, substations to ensure safety during the U2 LRV car integration testing. These efforts included a comprehensive inspection of the Madison Line rail track and roadbed, a key component of the test.

From the track inspection report, MATA completed partial, necessary, and adequate repairs to the track, switches, and special trackwork to ensure a safe operating level for U2 LRV Car integration testing only. MATA put in place track safety standard requirements, schedules, plans, and procedures to ensure conformance with applicable track safety standards for the parameters of each testing procedure. Note: Further work will be necessary to further inspect and repair track to achieve a full operating condition as part of the Madison Line revitalization and recertification project.

MATA also performed necessary inspections, maintenance, and testing of the Madison line's two (2) power substations and overhead catenary system (OCS) systems to ensure that adequate power and safeguards were in place. MATA worked closely with representatives of MLGW, City of Memphis, and other stakeholders as we powered up, tested the substations, OCS, and negative track return before and during integration testing of the U2 LRV Car. Note: Further work will be necessary to fully inspect and repair of the substation and OCS systems to achieve a full operating condition as part of the Madison Line revitalization and recertification project.

Working with the City of Memphis, Memphis Police Department, Memphis Fire Department, and other stakeholders to prepare and inform the public of the U2 LRV Car Integration Testing event, schedule, locations, and safety risks. The public awareness campaign included safety, security, and emergency readiness preparations. Other activities include, but were not limited to, removing or clearing of debris, obstacles, persons, and other risks prior to, and during, integration testing events.

U2 LRV Car Integration Testing parameters, procedures, and checklists were discussed, developed, and scheduled through a collaborative process formalized into U2 Car Integration Testing Task Team, with key representatives from MATA, City of Memphis, MLGW, MPD, MFD, and other stakeholders. Gary Rosenfeld directed MATA's COO and CSSO to lead the effort at the senior executive level, with the Director of Trolley Operations, MATA's Administrator, and support from a Project Director to facilitate project planning, timetables, meetings and execution of the integration testing activities. Testing activities included, but were not limited, to clearance, rail to wheel interface, braking, station integration, slow speed, emergency stopping, high speed, station to LRV car placement (measurements), substation power draws, stray current, ADA assimilation, pantograph to OCS wire contact, and other testing activities, as applicable.

MATA concluded that integration of the U2 Car into MATA rail operations is feasible, viable, and achievable for the Madison Line, and other lines, with manageable, and readily attainable revitalization and refurbishing efforts to the U2 LRV Cars, and Madison line track, stations, substations, repair facilities, and other subsystems.

MATA assigned the COO and CSSO to inspect and assess the condition of the seven (7) Siemens LRV cars located near San Diego, California. The COO and CSSO inspected the condition of the LRV's with the owner, an engineering consultant, and others with experience in LRV purchase, servicing, and certifications. Five (5) [#'s 1033, 1066, 1010, 1048,1049] of the seven (7) LRV cars were wrapped and in similar condition to the 1988 Siemens U2 LRV car serial # 1035, purchased in 2021.

Two (2) of the seven (7) LRV's wraps had been torn off by vandals, with graffiti sprayed on the outside of the cars, and damage to some of the windows. The inside of each had minor to no damage at the time of our inspection. We estimated graffiti and damage to be about \$50,000, which the owner agreed to reduce the price to offset the damage. The two damaged cars may be used for spare parts or, at our option, can also be restored.

After completing U2 LRV car integration testing and purchasing due diligence inspections, each of MATA's senior executives and the CEO decided to move forward with the purchase of the seven (7) Siemens U2 Light Rail Vehicle cars from Virginkar & Associates, Inc.; serial #'s 1033, 1066, 1010, 1048,1049, 1052, and 1026, for the total discounted price of \$841,800 which includes: U2 Car drawings, parts, handling, storage, shipping, security, and delivery by freight rail to Tallulah, Louisiana.

MTA believes the introduction of modern LRV streetcars into its services will be highly beneficial to businesses, public, students, and visitors to Memphis as it provides a dynamic and effective means of transporting people comfortably, reliably, and safely along Madison Avenue.

SOLE SOURCE MEMO 22-31**NON-COMPETITIVE SINGLE SOURCE JUSTIFICATION FOR PURCHASE OF SEVEN (7) SIEMENS U2 LIGHT RAIL VEHICLES (LRV) AND THREE (3) 40 FT. SHIPPING CONTAINERS OF U2 LRV SPARE PARTS**

Requestor	Ron Nickle, Chief Safety and Security Officer
Contract Administrator	Shelia Maclin, Purchasing Manager
Funding Source	TBD
Contractor/Vendor	Virginkar & Associates, Inc.
Date of Submission	June 24, 2022

Contracting Department and Activity. The Trolley Department seeks to purchase by means other than full and open competition seven (7) U2 Light Rail Vehicles (LRV). MATA purchased one trolley for testing in 2020 from same CONTRACTOR/VENDOR. This document sets forth the justification and requested approval as required by NON-COMPETITIVE/SINGLE SOURCE PROCUREMENT according to MATA PROCUREMENT MANUAL.

Nature of Action Being Approved. The Trolley Department intends to contract noncompetitively with Virginkar & Associates, Inc. of Fullerton, California. The Trolley Department intends to purchase seven (7) U2 Siemens trolleys, obtain three 40-ft Containers of additional parts, and drawings from the company. Virginkar & Associates that posted the sale of said trolleys online with Ozark Mountain Railcar <https://ozarkmountainrailcar.com/>.

Description of Supplies or Services. Items to be provided include the following:

- 1988 Siemens U2 Light Rail Vehicle (LRV) - #1033
- 1988 Siemens U2 Light Rail Vehicle (LRV) - #1066
- 1988 Siemens U2 Light Rail Vehicle (LRV) - #1010
- 1988 Siemens U2 Light Rail Vehicle (LRV) - #1048
- 1988 Siemens U2 Light Rail Vehicle (LRV) - #1049
- 1988 Siemens U2 Light Rail Vehicle (LRV) - #1052 (damaged)
- 1988 Siemens U2 Light Rail Vehicle (LRV) - #1026 (damaged)
- Additional Spare Parts - Three 40ft Containers (no additional costs to Buyer)
- Drawings to be shipped to MATA (estimated value \$25,000 per drawings)

These trolleys will add additional valued service to the existing line through modernization of trolley image.

Estimated Dollar Value. The dollar value can fall within one category with two breakdowns. The first breakdown is a straight purchase amount of \$841,800.00. This amount is for the aforementioned items. The amount came with a \$50,000 deduction for the damaged vehicles based on the original price of \$891,800.00.

The second breakdown purchase is as follows:

- 1988 Siemens U2 Light Rail Vehicle (LRV) - #1033 - \$117,400.00
- 1988 Siemens U2 Light Rail Vehicle (LRV) - #1066 - \$117,400.00
- 1988 Siemens U2 Light Rail Vehicle (LRV) - #1010 - \$117,400.00

- 1988 Siemens U2 Light Rail Vehicle (LRV) - #1048 - \$117,400.00
- 1988 Siemens U2 Light Rail Vehicle (LRV) - #1049 - \$117,400.00
- 1988 Siemens U2 Light Rail Vehicle (LRV) - #1052 (damaged) - \$102,400.00
- 1988 Siemens U2 Light Rail Vehicle (LRV) - #1026 (damaged) - \$102,400.00
- Additional Spare Parts - Three 40ft Containers - \$50,000.00
- Drawings to be shipped to MATA (estimated value \$25,000 per drawings)

The agreement has a 10 percent hold back retainage of \$84,180.00 to ensure delivery of vehicles and spare parts to Tallulah, Louisiana, and inspection upon arrival. The shipping cost are included in pricing. The trolleys will be housed until rehab begins.

Statutory Authority. The proposed action may be awarded without full and open competition under the authority of the MATA Board based on Single Source definition which states “purchases from one selected supplier, even though there are other suppliers that provide similar products can be obtained if:”

- The item is available only from a single source or is limited purchased item.
- Extenuating circumstances¹ will not permit a delay of procurement to allow for full competition

Rationale Supporting Use of Citation in Statutory Authority. Based on the immediate action of Trolley to regain presence in the Memphis area, it was determined that the current MATA trolleys need much repair. MATA Trolley staff considered the current state of the trolleys and the much-needed repairs and determined that the existing assets did not meet the safety standards based on certifications provided by TDOT.

The current Trolley staff feels that it is necessary to restore and upgrade the current trolley system to include the purchase of new (slightly used) trolleys that may need minimum to full rehabs based on the current condition of the trolley. The condition was verified by MATA staff and determined that cost wise the proposed trolleys are in better working condition overall.

After investigation, it is also determined that purchasing these trolleys will keep the standards set for having the upgraded trolleys that are needed to ensure that MATA trolley lines remain operational which includes repairing existing lines and purchasing more updated trolleys that will operate more efficiently.

Other information. Provide any other facts supporting the use of other than full and open competitive, such as: MATA has not had a trolley system upgrade in over 10 years. Our current trolley system and infrastructure is in much need of rehab. In the past, repairs performed were on an as-needed basis. MATA trolley infrastructure is deteriorating, and a complete overhaul of the trolleys system including the purchasing the trolley cars will allow this to happen.

As for the trolley purchase, there was on a timeframe in which solicitation of the procurement would have exceeded the actuated timeframe between gaining seven (7) trolleys and the additional parts and plans verses having to take a three-to-six-month procurement process for the purchase to take place. The seller was anxious to sell because of a lease ending date that comes up in less than 20 days.

¹ Extenuating circumstances – Seller is liquidating assets with limited timeframe. MATA had to purchase or the trolleys would have been salvaged.

Efforts to Identify Additional Sources: As addressed in previous sections, MATA Trolley researched several sites and determined the level of difficulty in finding what would be compatible to what MATA needed. As time passed it presented more difficult to locate used trolleys that were compatible with our current needs. There is no federal funding attached to the procurement; therefore, the process allows for noncompetitive-single source procurement based on City of Memphis

Future Plans to Permit Competition. MATA will investigate the possibility of new vendors after four years. The recommendation is that MATA Trolley begin looking for new possibilities in the year 2026 to determine if the current trolleys still meet MATA's needs.

Recommendations and Certification of Sole Source. Based on the above, I recommend this acquisition be conducted on the basis other than full and open competition. I certify based on information provided that the Siemen U2 Light Rail Vehicles (LRV) to include the Additional Spare Parts, and Drawings is ordered from Virginkar & Associates.

Director of Trolley Operations and Maintenance

Date

Chief Operations Officer

Date

Certifications from the Contracting Officer. It is anticipated that the price will be fair and reasonable; a notice of intent to award noncompetitively will be posted on the MATA website for seven (7) business days. A more detailed analysis and determination is included in the pre-award memorandum. This justification is accurate and complete to the best of my knowledge and belief.

APPROVALS

Contracting Officer

Date

Chief Financial Officer

Date

MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS

Approved
6/28/22

RESOLUTION NO. 22-32

RESOLUTION TO APPROVE June 28, 2022, SERVICE IMPROVEMENTS

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 service improvements are minor in nature (greater than 2% but not greater than 5% of annual fixed-route revenue hours and meets the requirements of MATA’s adopted Non-Major Service Change Policy, which was adopted on March 19, 2019.

WHEREAS, The service improvements will be made available to the public via MATA’s website www.matatransit.com and communicated via social media and other normal means.

WHEREAS, Staff recommends that the changes summarized in Appendix A be approved for fixed route bus service; and

WHEREAS, The recommended changes are consistent with the goals and recommendations of the Transit Vision that was adopted by the MATA Board of Commissioners on January 29, 2019; and

WHEREAS, The proposed changes have been reviewed according to MATA’s Title VI policies, adopted on March 25, 2013. Since the proposed improvements meet the requirements of a Non-Major Service Change a service equity analysis is not required; and

August 14, 2022

WHEREAS, Staff recommends that said changes be effective on ~~June 28, 2022~~.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS, That said service changes are approved to be effective ~~June 28, 2022~~.

August 14, 2022

Motion to Amend
Motion by: Williams Second: Holder
Ayes: Absent:
Fulton Bland
Holder Clark
Mack McKissack
Stephens
Williams
Lipinski

**MINOR SERVICE IMPROVEMENTS
EFFECTIVE TUESDAY, JUNE 28, 2022**

Route	Modifications
36	Improve headways from 30 minutes to 20 minutes for specific high ridership time periods, Monday through Friday during weekday service.
36	Average daily weekday ridership is 1,202 Average monthly weekday ridership is 29,610

Approved
6/28/22

**BOARD OF COMMISSIONERS
MEMPHIS AREA TRANSIT AUTHORITY**

RESOLUTION NO. 22-33

**RESOLUTION TO RECOGNIZE THE SHELBY COUNTY COMMISSION FOR THEIR SUPPORT OF A
DEDICATED FUNDING SOURCE FOR MATA**

WHEREAS, MATA is committed to delivering quality services to our customers, while finding ways to expand and improve that are responsive to the community’s needs.

WHEREAS, delivery on the promise of providing safe and efficient public transportation would not be possible without engaged and committed stakeholders and funding partners.

WHEREAS the funding that MATA receives supports transportation for Memphis bus riders, trolley patrons and the greater community that lives, work and play in Shelby County.

WHEREAS, the Shelby County Commission has worked to improve public transportation in the Shelby County since MATA’s creation in 1975 and continues this commitment today;

WHEREAS, the Shelby County Commission has provided funding to strengthen MATA’s ability to move Memphis forward and has now advanced a dedicated funding source for MATA; and

WHEREAS, the allocation of dedicated funding supports Transit Vision, public safety, economic vitality, quality of life and more for future generations of Shelby County to benefit from and enjoy.

WHEREAS, the actions of the Commission gave hope to the Community, encouragement to the MATA employees and support to MATA leadership.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS with the Chief Executive Officer Concurring that the Shelby County Commission be hereby recognized and thanked for their support of the Memphis Area Transit Authority.

* * * * *

Item:	Resolution 22-33 to thank Shelby County Commission								
Motion by:	Williams				Second By:	Holder			
Member	Aye	Nay	Abstain	Absent	Member	Aye	Nay	Abstain	Absent
Bland, Kristen				X	Mack, Anton	X			
Clark, Robert				X	McKissack, Michelle				X
Fulton, Michael	X				Stephens, Edward	X			
Holder, Janice	X				Williams, Shelia	X			
Lipinski, Martin	X								