

MEMPHIS AREA TRANSIT AUTHORITY

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

MINUTES OF 1/29/19 ITEM I

Gary J. Rosenfeld
Chief Executive Officer

Board of Commissioners

John Vergos – Acting Chair

Martin Lipinski – Vice Chair
Shelia Williams
Roquita Williams
Kristen Bland

Janice Holder
Michael Fulton
Tommy Pacello
Robert Clark

AGENDA
For the
Board of Commissioners Meeting
January 29, 2019
3:30p.m.

- | | | |
|------|---|----------------|
| I. | Call to Order | John Vergos |
| II. | Board Roll Call | Linda Eskridge |
| III. | Approval of December 11, 2019 Board Minutes | |
| IV. | CEO Report | Gary Rosenfeld |
| V. | Consent Agenda Items: | Gary Rosenfeld |
| | a. Resolution to Authorize the Purchase of Diesel Fuel – Res. No. 19-01 | |
| | b. Resolution to Authorize the Purchase of Unleaded Gasoline – Res. No. 19-02 | |
| | c. Resolution to Authorize IMPROVE Act Grant Applications to TDOT – Res. 19-03 | |
| VI. | Service and Development Items: | Gary Rosenfeld |
| | a. Resolution to Adopt the Transit Vision as the Guiding Plan for Future Transit Infrastructure Investments and Service Improvements – Res. No. 19-04 | |
| | b. Resolution Adopting a Holiday Service Schedule for 2019 Res. No. 19-05 | |
| | c. Resolution to Extend the Term of Gary Rosenfeld as President/General Manager – Res. No. 19-06 | John Vergos |

MEMPHIS AREA TRANSIT AUTHORITY

1370 Levee Road
Memphis, TN 38108

Telephone: 901-722-7100 www.matatransit.com

MINUTES OF 1/29/19 ITEM I

- VII. Finance Agenda Item:
Financial Reports Bernhard Rudolph
- VIII. Procurement Agenda Items: Gary Rosenfeld
- a. Resolution to Purchase a One-Ton Flat Bed Truck w/14 HP
Air Compressor and Mounted Pressure Washer – Res. No. 19-07
 - b. Presentation: Shyam Dunna, nMomentum
Next Generation Fare Collection System - Enterprise Resource
Planning (ERP)/Enterprise Asset Management System (EAM)
- IX. Speaker(s) Acknowledgement Lawson Albritton
- X. Old/New Business John Vergos
- Establishing Board Committee Assignments
 - CEO Performance Review
- XI. Adjournment

MEMPHIS AREA TRANSIT AUTHORITY

1370 Levee Road

Memphis, TN 38108

Telephone: 901-722-7100 www.matatransit.com

MINUTES OF 1/21/19 ITEM III

CALL TO ORDER: A regular meeting of the MATA Board of Commissioners was called to order by Acting Chair, John Vergos at 3:30 p.m. on Tuesday, December 11, 2018 at 1370 Levee Road Board Room.

BOARD ROLL CALL:

Present: John Vergos; Shelia Williams; Martin Lipinski; Janice Holder; Robert Clark; Kristen Bland; Tommy Pacello

Absent: Roquita Williams; Michael Fulton

Quorum: Yes

Staff: Lawson Albritton, Senior Administrative Officer; Linda Eskridge, Executive Office Manager; Marcellus Gunn, ATU President; Nicole Lacey, Chief Communications Officer; John Lancaster, Director of Planning & Scheduling; Alvin Pearson, Chief Operations Officer; Gary Rosenfeld, Chief Executive Officer; Bernard Rudolph, Chief Financial Officer; Michael Wilson, Business Agent

Guests: Nicole Bowen, PCA for Pearlie Bowen, MATAplus Customer; Alan Dow, MICAH; Ann Hagler, MICAH; James Johnson, Small Planet Works; Mary Lou McCaa, MICAH; Courtney McNeal, Innovate Memphis; Kenneth Monroe, Kimley-Horn; Betty Robinson, MBRU; Sandra Smegelsky, MICAH;

Ms. Eskridge, Board Secretary, welcomed all guests to the December Board of Commissioners Meeting and encouraged them to check the MATA website as Board Meetings changes as well as other pertinent MATA information and updates. Ms. Eskridge also wished everyone a Happy Holiday Season.

Minutes of the October 25 and October 30, 2018 Board Minutes were unanimously approved.

Mr. Rosenfeld recommended going directly into the business portion of the minutes due to some Board Members possibly needing to leave early.

Consent Agenda Items:

- a. Resolution to Approve FY19 Section 5307 Capital Projects and State Operations Assistance – Res. No. 18-44
- b. Resolution to Approve FY19 Section 5337 State of Good Repair Capital Projects – Res. No. 18-45
- c. Resolution to Approve FY19 Section 5339 Bus and Bus Facilities Capital Projects -Res. No. 18-46
- d. Resolution to Approve FY19 Section 5310 Enhanced Mobility of Seniors and Individual with Disabilities Program Funds – Res. No. 18-47
- e. Resolution to Approve FY19 CMAQ, TAP and STBG Funds – Res. No. 18-48

Mr. Rosenfeld outlined the items on the Consent Agenda including resolutions for our applications for Federal Capital for this fiscal year. The 5307 money is capital for buses; 5337 money is for Rail maintenance; 5339 money is for discretionary funds for capital for facilities and buses, and 5310 money is a program for mobility of seniors and individuals with disabilities. Mr. Rosenfeld stated that there's also a resolution that allows us to apply for the CMAC grants we were awarded earlier this year which will allow the cash to begin to flow to us. The last resolution is an authorization to dispose of obsolete parts. Mr. Rosenfeld recommended approval of the consent agenda unless there are items to be discussed. Mr. Lipinski moved that the Consent Agenda items be put on the floor for discussion. Mr. Pacello seconded the motion. *Mr. Pacello asked to be clear that these are just resolutions authorizing the application.* Mr. Rosenfeld stated that is correct. These are formula funds that comes to us. The authorization allows us to open the grant in the system to be able to allow the cash to flow to us. Resolution Nos. 18-44 through 18-49 were unanimously approved.

Procurement Agenda Items:

- a. Resolution to Award a Contract to Alliance Bus Group, Inc. for 20 Vans – Res. No. 18-50

Mr. Rosenfeld presented this resolution to the MATA Board. This resolution is to award a contract to Alliance Bus Group for 20 vans. Earlier this year we determined that we wanted to upgrade the Paratransit fleet by removing some over-aged vehicles and replacing them with new vehicles as a way to improve service levels and reliability. Also, it's time to replace the 29' Gilligs that have exceeded their useful life. This first order for 20 vehicles is an award to Alliance Bus Group and we will continue the bidding process on up to another 15 vehicles as the budget allows recognizing that there are differences in different types of vehicles that may be of benefit to our organization. The concern that we have always with bus orders is the delivery of new vehicles and we're seeing anywhere from 125 days to 200 days to 250 days delivery after notice to proceed. These vehicles are getting more complex, resources are becoming a little bit fewer as we watch manufacturers change their habits in terms of chassis the big issue is chassis at this point and also some issues with some of the equipment that is being affected by tariffs. *Mr. Pacello moved that Resolution No. 18-50 be approved.* *Mr. Lipinski seconded the motion.* Resolution No. 18-50 was unanimously approved.

- b. Resolution to Approve & Amend TransLoc Technology License and Service Agreement
– Res. No. 18-51

Mr. Rosenfeld presented this resolution to the MATA Board. TransLoc provides MATA's real-time bus information on our website. They're raising their prices dramatically which may cause us to look at things for the future in terms of potentially looking at convenience clauses of contracts but as we are moving ahead with our new next generation fare collection system the communications capability onboard our vehicles will be vastly improved which should translate to a much better passenger experience when they're looking at this app on their phones or on a computer.

MATA is excited about that opportunity but are a little disappointed that the prices are going up as much as they are. We don't want to change right now in midstream with the communication system because we need to make sure the communication system of the future is compatible with everything. We look forward to your approval of this contract to allow us to continue providing the service to the public. *Mr. Tommy Pacello moved Resolution No. 18-51 be approved and Mr. Lipinski seconded the motion.* Ms. Bland asked Resolution No. 18-51 was unanimously approved. Ms. Bland asked will there be a TransLoc rate increase. Mr. Rosenfeld stated that TransLoc is owned by Ford and stated that TransLoc tried to raise their prices dramatically about two years ago and we were able to negotiate a steady pricing arrangement this fiscal year taking advantage of some clauses, but next year the price goes up dramatically. *Mr. Pacello inquired about the \$46,200 annual fee of which we had been paying.* Mr. Rudolph stated that we have been working for them for three years now and it was \$16,000 plus change for that period. The total for the amount spent to date was \$46,200, but it did not come to the Board because the annual amount was below the threshold. We now need approval for the additional amount, plus the extension. Gary stated that negotiations will be ongoing. Resolution No. 18-51 was unanimously approved.

CEO Report – Gary Rosenfeld

Things remain busy at MATA. A lot of opportunities are presenting themselves for us as an organization.

- MATA's discussions with Shelby County continues and Mr. Rosenfeld felt it was in MATA's best interest to keep that process going. I think public interest in our program and in our understanding of the program and their understanding of the program continue to grow and it's an exciting time for us.
- MATA Board Members Mr. Clark, Mr. Pacello and Ms. Shelia Williams, along with Nicole Lacey and I travelled to Washington, DC to be part of the APTA Summit Leadership Conference. We took the opportunity to meet with some of our local representatives. Gary was there for three different conferences: 1) The P3 Conference because he had some ideas on some major capital projects that could potentially be funded through the private sector. 2) The APTA Leadership Conference; 3) The Bus Coalition of which MATA also is a part of.
- They met with our elected representatives because it's always good to remind them what we need and what our requirements are in order to meet their expectations in the community.
- Mr. Rosenfeld commented that attending the P3 Conference put him in contact with some potential business partners to look at some opportunities we have in terms of the redevelopment of some of our properties and even the redevelopment of a facility such as the one we are currently housed.
- On December 4, 2018 we held our annual full-scale exercise for the trolley system, which is a requirement of our safety plan. It gives us an opportunity to work with all of our partners here in the community and basically we set up a scenario and go through the exercise that includes such things as full fire response, full medical response, and even phone calls that went all the way up through the mayor's office It was very successful.
- Today, December 11, 2018 began the first day of a three-day TDOT triennial audit of our Rail system after being in service for only six months. It's a great process to go through.

- They showed up as a team of about a half dozen folks. They'll be working with us for a few days and we'll get a report probably in the next 60 days after that.
- MATA participated and assisted the community in the St. Jude Marathon. MATA buses were used as road blocks. We appreciate the opportunity to be part of a great community events as such. The downside is that on-time performance on Saturday was 25%. The good news is that we keep track of it all. Our own Nicole Lacey participated in the run.
 - Mr. Clark thanked Mr. Rosenfeld and team on behalf of St. Jude. He said the MPD security assessment for this year increased the need for buses by about 40-50%.
 - Megabus (our inter-city bus company, similar to Greyhound) was occupying space at the American Way Transit Center and have moved their operations to the Airways Transit Center. We now have Greyhound, Megabus, and MATA all at the same facility which makes our inter-city passengers a little happier because there is transfer opportunities between Megabus and Greyhound. Mr. Pacello asked is there any sort of license or use agreement or rental fee that they pay? Both MegaBus and Greyhound pay rent.
 - A series of service improvements went into effect on December 9, 2018. It was not bad, but staff will continue work on ironing out some of the rough edges that we noticed.
 - New MATA Employees: Leola Roberts is our new Director of Human Resources. Alayna Brown, Marketing Manager. Keith Stone, Customer Service Manager at the Hudson Center. Jeremiah McCarty, Pension Administrator after Lavelle Fitch's retirement. Andrew Thomas, Accountant. Four of these positions are budgeted positions, the fifth position is funded through a grant from the Hyde Foundation. We are excited about these fine people and they are excited as well.
 - MATA received great compliments on some of our operators, both MATApplus and fixed route. Sometimes we find that we hear so much quicker about negative things but it's nice to share some positive things in terms of what we hear from our customers and Mr. Malik and Mr. Basket both are very positive images for MATA in the field and we thank them for their service and wanted to share with the Board what nice things are being said as a representative of MATA. Congratulations to our operators.
 - On-time Performance - October 2018 there were 12 fixed route bus operators with greater than 90% OTP. MATApplus had 25 operators with greater than 90% in October. We had 14 bus operators, 26 MATApplus operators, and seven Trolley operators for November at 90%.

Mr. Rosenfeld gave an update on the month's Statistical Report.

Update on CEO Calendar

The RLC (Regional Logistics Council), was part of the Chamber Committee meeting on Wednesday, December 12, 2018. The chamber had a legislative reception for the Tennessee delegation on Friday December 14, 2018. There's a big Shelby County delegation at the Pink Palace coming up the week of the 17th of December.

MEMPHIS AREA TRANSIT AUTHORITY

1370 Levee Road

Memphis, TN 38108

Telephone: 901-722-7100 www.matatransit.com

MINUTES OF 1/29/19 ITEM III

MATA will have its monthly performance review with the mayor's office on December 19th. Another Leadership Memphis event on January 11, 2019. A TPTA Board meeting in Nashville, TN. This Ended the CEO Report. Mr. Rosenfeld called for any questions.

Mr. Clark took the opportunity to thank MATA for giving the Board Members the opportunity to attend the APTA Conference in DC. Mr. Clark found it helpful and instructional in terms of learning some of the best practices and seeing what other transit authorities are facing compared to us. Mr. Clark also recommended that other Board Members attend as well. Mr. Pacello agreed with the comments from Mr. Clark.

Mr. Rosenfeld commented on the Congressional Meetings that took place in Washington, DC. The apportionment of the Fed bill is still out there. Also, we have the reauthorization of transportation in 2020 so we're very eager to begin the groundwork. If we get the appropriations as high as possible, we view that as an opportunity. But the big thing is the Bus Coalition's position is to try to shift or increase funding, not necessarily shift on bus and bus facilities. Over the last five or six years the funding went away for those things and there's about a \$2.1 billion shortfall from the time Map 21 went into effect and before. We did advocate for the competitive aspect of the discretionary grant program because if all the money comes to us in the formula, we get \$400,000 or \$500,000 per year with three years to spend. We've got 12-year buses – typically 12 years, 500,000 miles. Well, we're burning up the miles in nine years. The good news is we understand that now we'll be moving in that direction. But the bad news is we've burned up a lot of miles on our vehicles and we need to adjust our grant applications to reflect that.

Mr. Vergos asked how many trolleys are presently in service downtown and when do we expect the next delivery of a trolley or two? Mr. Rosenfeld stated we have four trolleys right now. We're anticipating two more. Trolley 799 is here and went into testing and came out of testing just as quickly because it's that low voltage question and it failed. It's back to working with the software developers and the manufacturer. The last car was supposed to be delivered at the end of November [now] we're expecting it in January. As soon as it's delivered it has to go through 30 days of testing and acceptance as well, so it'll be ready to go into service probably in early spring.

Mr. Vergos asked does the fact that it failed fall upon the manufacturer? Mr. Rosenfeld stated yes and we're holding funds as long as we possibly can – legally. Mr. Rosenfeld stated that the headways on the trolleys are every 20 minutes right now.

Presentation, Kristopher Browning TransPro Project Manager

Mr. Browning presented the Paratransit Survey Results.

They conducted 303 phone surveys by either customers or caretakers. Of those 303 surveys, 22% indicate that they have a need for a full-time care assistant while on the vehicles. The statistical validity of it and the customers that did complete the survey were offered a free day pass. Below is a breakdown of the customer surveys:

MEMPHIS AREA TRANSIT AUTHORITY

1370 Levee Road

Memphis, TN 38108

Telephone: 901-722-7100 www.matatransit.com

MINUTES OF 1/29/19 ITEM III

- Customers are very satisfied with the service coverage of MATAplus
- Fewer customers are aware of the no-show policy than of the 30-minute pick-up
- Customers are satisfied with on-time performance about three-quarters of the time.
- Discuss about actual MATAplus on-time performance
- Overall 90% of customers believe that drivers are helpful and courteous, and that vehicles are well-driven
- Among the elements of vehicle condition measured in the survey, customers were most satisfied with vehicle cleanliness (92%) and least satisfied with wheelchair lifts being in working order (87%).
- More than 90% of customers feel safe when boarding the vehicle and when driving the vehicle.
- MATAplus customers are generally satisfied with the overall performance of customer service staff, but are less satisfied with calls being answered promptly.
- 47% of customers have a wheelchair or scooter; 91% of customers with a mobility device are satisfied with MATAplus drivers securing the device.
- Overall satisfaction of the service quality for MATA is high
- MATA's Net Promoter Score is consistent with other agencies
- Actual on-time performance is higher than customers' impression of the performance
- Customers are very satisfied with safety, drivers, customer service representatives, and vehicle conditions.

FINANCIAL REPORT

Bernhard Rudolph, CFO

October 2018

On a year-to-date basis we're doing a great job of staying on budget. On the Revenue side we've got \$100,000 more budgeted. On the Expenses side we're about \$222,000 over. We're upside down by \$100,000 on the operating margin. The big contributing factor for October was fuel. We peaked on diesel at \$2.52. Fortunately, it's back down and we were able to lock it in November at \$0.03 per gallon under budget and are locked in the rest of the year at \$0.03 under budget on diesel and \$0.04 under budget on gas. In October we were paying the daily market rate, whatever it was at the time, and it spiked and we're fortunate it did come down again. We'll start whittling away at the overage on fuel over time. The other contributing factor was insurance. The majority of that was the liability insurance that we covered in August that our carrier decided not to continue with us, and we had to switch carriers. The other carrier was over \$100,000 more but that's who we had to go with. Aside from those two factors, we're pretty much right on budget.

On the passenger fares, while we're behind budget year-to-date, October was up. Fixed route was up \$84k from the prior months. MATAplus was up \$1.5k and trolley was up \$4k. On a cash basis we have \$15.2MM at the end of the month and that puts us right where we should be for the remainder of the year. We tend to draw down the city funds and we're cash-rich in the beginning of the year, but then we're using it up as we go and by spring, we're having to hit that brick wall. But for right now, we're looking good.

MEMPHIS AREA TRANSIT AUTHORITY

1370 Levee Road

Memphis, TN 38108

Telephone: 901-722-7100 www.matatransit.com

MINUTES OF 1/29/19 ITEM III

Mr. Rosenfeld stated that the \$2.5M at the city went through today (December 11, 2018) and they did conduct some business today. He gave some details on that.

Ms. Bland asked if the budget set earlier in the year accounted for the \$2.5M. Mr. Rudolph stated it accounted for in-service charges which because they came up with \$2.5M we didn't have to make those budget cuts.

Mr. Vergos asked if there were not economies of scale for pooling resources for liability insurance needs among government entities. Are the needs so different? Mr. Rosenfeld said there are plenty of similarities. I think it goes on the basis of cycles. Sometimes there's a lot of opportunity for room especially if the market's performing well. Mr. Rosenfeld stated some concerns as we get ready to close out 2018. The stock market is below where it was in January of this year and how will that affect insurance? But it's something that we should probably look at when we get the opportunity when the contract for our broker services comes due.

SPEAKER(S)

Mary Lou McCaa, representing MICAH Organization.

Ms. McCaa stated that she was interested in the meeting that took place in Washington, DC that MATA staff attended. She noticed in the minutes that it said you were following up on requests that they had made. She just wondered what MATA was following up on and what did they ask us to do?

Mr. Rosenfeld replied that the trip to Washington, DC was a follow-up to our Build grant application, and we were notified yesterday afternoon that we're not getting the Build grant, unfortunately. It's not stopping the project. The project is moving forward. It's a \$65 million project.

The funding we were seeking was the last \$10 million. We'll have to figure out a way to come up with \$10 million over the next three years to come up with that last bit as we move forward.

We went through the Build grant debriefing last year. We addressed all the issues that they had with our grant application and this year's submittal changed the project around a little bit, answered the questions a little bit differently. We're confident that we probably got a "highly recommended" on all six criteria but we won't know until we get debriefed on it which will probably happen within 90 days. Mr. Lancaster stated that the only Tennessee project was the Spring Hill Road Interchange in middle Tennessee. Mr. Rosenfeld stated Just so everybody understands, there were 847 applications for the Build grants, and they were looking to award 100. We thought we were in pretty good shape because there weren't that many applications from Tennessee. A hundred divided by 50 is about two per state. They didn't live up to their best practice, unfortunately.

Mr. Vergos stated that this upcoming year is going to be a very critical year for MATA. First of all there's going to be a city election and we certainly want to make the importance of public transportation an issue in all the races. Mr. Rosenfeld, Ms. Lacey and other staff members will work with the county to get them to start embracing MATA and so as they go into their budget this year we hope to be included. The Chamber seems to have embraced MATA more.

MEMPHIS AREA TRANSIT AUTHORITY

1370 Levee Road

Memphis, TN 38108

Telephone: 901-722-7100 www.matatransit.com

MINUTES OF 1/29/19 ITEM III

We hope that MATA is primed to take that next step, which is a fairly significant increase in our funding, and I think that the next 12 months will be a critical period of time.

OLD/NEW BUSINESS

Mr. Vergos asked for any old/new business. Ms. Eskridge stated that the next Board Meeting is slated for January 22, 2019 but an annual Board schedule will be sent to the Board Members as well. The Chairman wished everyone a Happy Holiday Season and thanked everyone for coming to the last Board Meeting of the year.

The Meeting was Adjourned.

John Vergos, Acting Chairman

1370 Levee Road

Memphis, TN 38108

Telephone: 901-722-7100 www.matatransit.com

**MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS**

RESOLUTION NO. 19-01

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 seven responsive and responsible offers from vendors willing to participate in both the fixed-price and the spot market procurement; 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:

- Campbell Oil Co
- Hartland Fuel Products, LLC
- JAT Oil, Inc
- Mansfield Oil Company of Gainesville, Inc.
- Musket Corporation
- Petroleum Traders Corporation
- Truman Arnold Companies (TAC); 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 February 1, 2019 – June 30, 2019 provided the price per gallon does not exceed \$2.90; and

MEMPHIS AREA TRANSIT AUTHORITY

MINUTES OF 1/29/19 ITEM Ja

1370 Levee Road

Memphis, TN 38108

Telephone: 901-722-7100 www.matatransit.com

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 February 1, 2019 – June 30, 2019 provided the price does not exceed \$2.90 per gallon.

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 Administrative Officer, Chairman or Vice-Chairman is authorized to execute the necessary documents.

* * * * *

Res. No. 19-01

Motion: Made By: Tommy Pacello

SECONDED: Shelia Williams

Present: John Vergos; Shelia Williams; Martin Lipinski; Robert Clark; Janice Holder; Tommy Pacello; Michael Fulton

NAY: None

Approved: January 29, 2019

Absent: Kristen Bland; Roquita Williams

MEMPHIS AREA TRANSIT AUTHORITY

1370 Levee Road

Memphis, TN 38108

Telephone: 901-722-7100 www.matatransit.com

MINUTES OF 1/29/19 ITEM Va



TO: MATA Board of Commissioners
FROM: Gary Rosenfeld, CEO
SUBJECT: IFB 19-08, Purchase of Diesel Fuel
DATE: January 29, 2019

MATA has issued a solicitation for diesel fuel. The current contract for diesel fuel expires November 5, 2019.

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 February 1, 2019 – June 30, 2019 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 seven vendors listed below submitted their required certificates and stated they were willing to participate.

Campbell Oil Co
Hartland Fuel Products, LLC
JAT Oil, Inc
Mansfield Oil Company of Gainesville, Inc.
Musket Corporation
Petroleum Traders Corporation
Truman Arnold Companies (TAC)

MATA's Contracting Officer has determined that all seven were responsive and responsible. MATA is recommending that the Board authorize Staff to obtain quotes from the vendors listed above during the period of February 1, 2019 – June 30, 2019 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 and does not exceed the Board-established maximum price per gallon of \$2.90, we will request the vendors to provide their best price and then lock in the price with the lowest bidder.

MEMPHIS AREA TRANSIT AUTHORITY

1370 Levee Road
Memphis, TN 38108

Telephone: 901-722-7100 www.matatransit.com

MINUTES OF 1/29/19 ITEM Va

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 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.

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

MEMPHIS AREA TRANSIT AUTHORITY

1370 Levee Road

Memphis, TN 38108

Telephone: 901-722-7100 www.matatransit.com

MINUTES OF 1/29/19 ITEM Vb

**MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS**

RESOLUTION NO. 19-02

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 260,000 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 260,000 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 seven responsive and responsible offers from vendors willing to participate in the procurement for the unleaded gasoline for 260,000 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:

Campbell Oil Co
Hartland Fuel Products, LLC
JAT Oil, Inc
Mansfield Oil Company of Gainesville, Inc.
Musket Corporation
Petroleum Traders Corporation
Truman Arnold Companies (TAC); and

WHEREAS, MATA Staff recommends the Board authorize it to lock in a fixed-price contract for 260,000 gallons of unleaded gasoline to the lowest bidder during the period of February 1, 2019 – June 30, 2019 provided the price per gallon does not exceed \$2.90; and

MEMPHIS AREA TRANSIT AUTHORITY

1370 Levee Road

Memphis, TN 38108

Telephone: 901-722-7100 www.matatransit.com

MINUTES OF 1/29/19 ITEM 31b

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 260,000 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 260,000 gallons of unleaded gasoline to the lowest bidder during the period of February 1, 2019 – June 30, 2019 provided the price does not exceed \$2.90 per gallon.

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 260,000 gallons if a fixed-price contract is awarded.

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

Res. No. 19-02

Motion: Made By: Tommy Pacello

SECONDED: Shelia Williams

Present: John Vergos; Shelia Williams; Martin Lipinski; Robert Clark; Janice Holder; Tommy Pacello; Michael Fulton

NAY: None

Approved: January 29, 2019

Absent: Kristen Bland; Roquita Williams

MEMPHIS AREA TRANSIT AUTHORITY

1370 Levee Road

Memphis, TN 38108

Telephone: 901-722-7100 www.matatransit.com

MINUTES OF 1/29/19 ITEM VIb



TO: MATA Board of Commissioners
FROM: Gary Rosenfeld, CEO
SUBJECT: IFB 19-08, Purchase of Unleaded Gasoline
DATE: January 29, 2019

MATA has issued a solicitation for unleaded gasoline. The current contract for unleaded gasoline expires November 11, 2019.

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 February 1, 2019 – June 30, 2019 for the purpose of locking in a fixed-price contract for 260,000 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 seven vendors listed below stated they were willing to participate in the procurement for the fixed-price contract for 260,000 gallons of unleaded gasoline.

Campbell Oil Co
Hartland Fuel Products, LLC
JAT Oil, Inc
Mansfield Oil Company of Gainesville, Inc.
Musket Corporation
Petroleum Traders Corporation
Truman Arnold Companies (TAC)

MATA's Contracting Officer has determined that all seven were responsive and responsible. MATA is recommending that the Board authorize Staff to obtain quotes from the vendors listed above during the period of February 1, 2019 – June 30, 2019 in order to lock in a fixed-price contract for 260,000 gallons of unleaded gasoline. If Staff determines that the market price is fair and reasonable and does not exceed the Board-established maximum price per gallon of \$2.90, we will request the vendors to provide their best price and then lock in the price with the lowest bidder.

MEMPHIS AREA TRANSIT AUTHORITY

1370 Levee Road

Memphis, TN 38108

Telephone: 901-722-7100 www.matatransit.com

MINUTES OF 1/21/19 ITEM IVb

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 260,000 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.

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

MEMPHIS AREA TRANSIT AUTHORITY

1370 Levee Road
Memphis, TN 38108

Telephone: 901-722-7100 www.matatransit.com

MINUTES OF 1/29/19 ITEM Vc

MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS

RESOLUTION NO. 19-03

RESOLUTION AUTHORIZING THE FILING OF APPLICATIONS WITH THE TENNESSEE DEPARTMENT OF TRANSPORTATION UNDER THE IMPROVE ACT FOR THREE PROJECTS

WHEREAS, The Tennessee Department of Transportation (TDOT) notified grantees in the State of Tennessee that they could apply for capital funds under the IMPROVE Act; and

WHEREAS, The Memphis Area Transit Authority (MATA) submitted grant applications for six projects totaling \$18,900,000 and requested TDOT to provide \$13,230,000 in IMPROVE Act funds; and

WHEREAS, TDOT approved three of MATA’s projects and agreed to provide a total of \$4,830,000 for the following projects:

<u>PROJECT</u>	<u>TOTAL COST</u>	<u>TDOT IMPROVE ACT FUNDS</u>	<u>LOCAL FUNDS</u>
Fare Collection System	\$4,000,000	\$2,800,000	\$1,200,000
WiFi/Camera System	2,200,000	1,540,000	660,000
Trolley Maintenance			
Facility Upgrades	<u>700,000</u>	<u>490,000</u>	<u>210,000</u>
TOTAL	\$6,900,000	\$4,830,000	\$2,070,000

WHEREAS, The local capital funds totaling \$2,070,000 are available.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS:

1. That the Chief Executive Officer, Chief Administrative Officer, Chairman or Vice-Chairman of MATA is authorized to execute and file an application for State assistance with the TDOT for the projects listed above.
2. That the Chief Executive Officer, Chief Administrative Officer, Chairman or Vice-Chairman is authorized to execute grant agreements with TDOT on behalf of MATA.

MEMPHIS AREA TRANSIT AUTHORITY

1370 Levee Road

Memphis, TN 38108

Telephone: 901-722-7100 www.matatransit.com

MINUTES OF 1/29/19 ITEM Ve

Res. No. 19-03

Motion: Made By: Tommy Pacello

SECONDED: Shelia Williams

Present: John Vergos; Shelia Williams; Martin Lipinski; Robert Clark; Janice Holder; Tommy Pacello;
Michael Fulton

NAY: None

Approved: January 29, 2019

Absent: Kristen Bland; Roquita Williams



TO: MATA Board of Commissioners
FROM: Gary Rosenfeld, Chief Executive Officer
SUBJECT: Application for State IMPROVE Act Capital Funds for Three Projects
DATE: January 29, 2019

On August 31, 2018, the Tennessee Department of Transportation (TDOT) notified grantees in the State of Tennessee that \$14,200,000 in IMPROVE Act funds were available for capital projects that furthered TDOT's three top priorities: safety, reduction of congestion and economic development. MATA submitted applications for the following six projects, and the three highlighted projects were selected by TDOT for grant funding.

<u>PROJECT</u>	<u>TOTAL COST</u>	<u>TDOT IMPROVE ACT FUNDS</u>	<u>LOCAL FUNDS</u>
Fare Collection System	\$ 4,000,000	\$ 2,800,000	\$1,200,000
WiFi/Camera System	2,200,000	1,540,000	660,000
BRT/Fixed Guideway	4,000,000	2,800,000	1,200,000
Rail Vehicles	4,000,000	2,800,000	1,200,000
Trolley Maintenance			
Facility Upgrades	700,000	490,000	210,000
Operations & Maintenance Facility	<u>4,000,000</u>	<u>2,800,000</u>	<u>1,200,000</u>
TOTAL REQUESTED	\$18,900,000	\$13,230,000	\$5,670,000
TOTAL APPROVED	\$ 6,900,000	\$ 4,830,000	\$2,070,000

TDOT's approval of \$4,830,000 represents 34% of the funds made available statewide. A description of each of the three selected projects is shown below:

Fare Collection System

MATA current fare collection system has exceeded its useful service life, and Staff is currently in the procurement process to select a vendor to replace it. We plan to request the Board to approve a contract at the February Board meeting. The funds for the fare collection system will supplement funds previously appropriated by the City of Memphis.

MEMPHIS AREA TRANSIT AUTHORITY

1370 Levee Road

Memphis, TN 38108

Telephone: 901-722-7100 www.matatransit.com

MINUTES OF 1/29/19 ITEM IV

WiFi/Camera System

MATA plans to use the IMPROVE Act funds to install WiFi at MATA's facilities to provide Internet access for customers, install a collision avoidance system on all revenue vehicles and install new security cameras on all revenue vehicles and facilities to improve safety for customers.

Trolley Maintenance Facility Upgrades

MATA plans to install a new roof and make safety modifications to the facility.

MATA has been notified by TDOT that there will have to be three separate grants for the three approved projects, and we plan to submit these within the next few weeks.

Let me know if you have any questions.

MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS

RESOLUTION NO. 19-04

**RESOLUTION TO ADOPT THE TRANSIT VISION AS THE GUIDING PLAN
FOR FUTURE TRANSIT INFRASTRUCTURE INVESTMENTS AND SERVICE IMPROVEMENTS**

WHEREAS, The City of Memphis has developed the new Memphis 3.0 Comprehensive Plan (“Plan”) covering the corporate limits of the City of Memphis and intended to guide policies and investments, public and private, related to land use, growth, transportation, housing, and economic and community development, and is the first general plan for the City since 1981; and

WHEREAS, Pursuant to Tennessee Code Annotated Sec. 13-4-202(a), the “Plan” must be adopted by the Memphis and Shelby County Land Use Control Board and City Council of the City of Memphis; and

WHEREAS, The certain provisions of the Plan, when adopted by the City Council, shall provide direction for future land use and transportation through the effectuation of a citywide land use plan, the administration of the land use plan to ensure consistency with zoning pursuant to Tennessee Code Annotated Sec. 13-4-202(b)(2)(B)(iii), and subsequent amendments to the Memphis and Shelby County Unified Development Code (the UDC) and the City Major Roads Plan; and

WHEREAS, The adoption of the Plan will repeal and replace the Memphis 2000 Policy Plan, adopted by the City Council in September, 1981, as the General Plan for the City of Memphis, Tennessee and require the affirmative vote of the majority of City Council; and

WHEREAS, The provisions of the Plan pertaining to transportation identified in the Plan as the “Street Plan” and the “Transit Vision” shall provide short and long-term guidance for transportation infrastructure and transit service; and

WHEREAS, By City of Memphis Code, Sec. 2-56-11 (E), the MATA Board of Commissioners shall have the authority to select and determine all routes and scheduling of the transportation system; and

WHEREAS, Adoption of the Transit Vision will replace the Short-Range Transit Plan previously adopted by the MATA Board of Commissioners on August 24, 2014.

NOW THEREFORE BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS, that the Transit Vision be adopted as the guiding document for future transit infrastructure and service improvements.

BE IT FURTHER RESOLVED That the President/General Manager/Chief Executive Officer, Chairman, and/or Vice-Chairman are authorized to take the necessary actions to implement the Transit Vision.

Res. No. 19-04

Motion: Made By: Tommy Pacello

SECONDED: Martin Lipinski

Present: John Vergos; Shelia Williams; Martin Lipinski; Robert Clark; Janice Holder; Tommy Pacello;
Michael Fulton

NAY: None

Approved: January 29, 2019

Absent: Kristen Bland; Roquita Williams



TO: MATA Board of Commissioners

FROM: Gary Rosenfeld, Chief Executive Officer

SUBJECT: Resolution to Adopt the Transit Vision as the Guiding Plan for Future Transit Infrastructure Investments and Service Improvements

DATE: January 29, 2019

The City of Memphis is in the process of adopting the new Memphis 3.0 Comprehensive Plan in order to guide the growth and development of the City into its third century. The Plan hopes to transform Memphis into a more prosperous and inclusive city by guiding growth and policy for the next 20 years. Some of the desired outcomes include aligning appropriate development with the land use plan and providing a framework for new investment in public transit to focus growth in the city's core and neighborhoods. A key tenet of the plan is for the City of Memphis to "build up, not out."

The new Transit Vision has been developed as a component of the Comprehensive Plan to improve public transit within the community and support future growth and land use plans. The Transit Vision seeks to provide higher frequency bus service and better connect residents to jobs and employment opportunities.

The new Transit Vision will replace the previously adopted Short-Range Transit Plan that was adopted in 2014 and become the guiding document for future transit investment in transit infrastructure and service. It is the responsibility of the MATA Board of Commissioners Memphis to "select and determine all routes and scheduling of the transportation system" and to establish fares.

For these reasons, MATA Staff is recommending that the MATA Board of Commissioners adopt the Transit Vision as the guiding plan for future transit infrastructure and service improvements.

Please let me know if you have questions.

MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS

RESOLUTION NO. 19-05

RESOLUTION TO ADOPT MATA HOLIDAY AND FARE SCHEDULE

WHEREAS, MATA must adjust its holiday service levels to meet changing ridership demands and balance its budget on an annual basis; and

WHEREAS, Each calendar year holiday calendar dates and scheduled special events may change due to various scheduling needs; and

WHEREAS, MATA intends to provide as much public notice in advance for its customers, employers, and the general public to schedule future transit trips based on the upcoming holiday calendar; and

WHEREAS, The MATA Board of Commissioners have the authority to determine public transportation service levels and to establish fares; and

WHEREAS, Adoption of the Holiday Service and Fare Schedule will supersede any prior notices or publications for all modes including the return of Trolley service on Thanksgiving and Christmas.

NOW THEREFORE BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS, that the MATA Holiday and Fare Schedule be adopted for calendar year 2019 and the month of January in 2020.

* * * * *

Res. No. 19-05

Motion: Made By: Robert Clark SECONDED: Michael Fulton

Present: John Vergos; Shelia Williams; Martin Lipinski; Robert Clark; Janice Holder; Tommy Pacello;
Michael Fulton

NAY: None

Approved: January 29, 2019

Absent: Kristen Bland; Roquita Williams

MEMPHIS AREA TRANSIT AUTHORITY

1370 Levee Road

Memphis, TN 38108

Telephone: 901-722-7100 www.matatransit.com

MINUTES OF 1/29/19 ITEM VIB



TO: MATA Board of Commissioners
FROM: Gary Rosenfeld, Chief Executive Officer
SUBJECT: Resolution to Adopt MATA Holiday and Fare Schedule
DATE: January 29, 2019

Due to annual changes in the calendar, changing ridership demand, and the need to balance its budget, MATA must adjust the level of transit service and fare policy on holidays throughout the year. In order to provide customers and the general public with as much advance notice as possible, MATA intends to publish the upcoming Holiday and Fare Schedule on an annual basis.

Since the MATA Board of Commissioners have the authority to determine service levels and to establish fares, MATA Staff is recommending that the MATA Board of Commissioners adopt the MATA Holiday and Fare Schedule for calendar year 2019 and the month of January in 2020.

Adoption of the Holiday Service and Fare Schedule will supersede any prior notices or publications for all modes including the return of Trolley service on Thanksgiving and Christmas.

Please let me know if you have questions.

MEMPHIS AREA TRANSIT AUTHORITY

1370 Levee Road

Memphis, TN 38108

Telephone: 901-722-7100 www.matatransit.com

MINUTES OF 1/29/19 ITEM V1b



MEMPHIS AREA TRANSIT AUTHORITY

MATA Holiday Service and Fare Schedule

2019 Dates	Holiday	Service Level	Fares
Monday, February 18	President's Day	Weekday	Regular
Friday, April 19	Good Friday	Weekday	Regular
Thursday, April 25	National Transit Day	Weekday	FREE
Monday, May 27	Memorial Day	Sunday	Regular
Thursday, July 4	Independence Day	Sunday	Regular
Monday, September 2	Labor Day	Sunday	Regular
Monday, October 14	Columbus Day	Weekday	Regular
Monday, November 11	Veterans' Day	Weekday	FREE for Veterans
Thursday, November 28	Thanksgiving Day	Sunday	Regular
Friday, November 29	Day after Thanksgiving	Saturday	Regular
Wednesday, December 25	Christmas Day	Sunday	Regular
2020 Dates	Holiday	Service Level	Fares
Wednesday, January 1	New Years' Day	Sunday	Regular
Monday, January 20	MLK Day	Saturday	Regular

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

MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS
RESOLUTION NO. 19-06

**RESOLUTION TO EXTEND THE TERM OF APPOINTMENT OF GARY ROSENFELD AS
PRESIDENT/GENERAL MANAGER**

WHEREAS, Section 2-56-5, Code of Ordinances, City of Memphis, Tennessee (City Code) authorizes the Memphis Area Transit Authority (MATA) Board of Commissioners to hire or contract with a general manager to operate the MATA transportation system; and

WHEREAS, Gary Rosenfeld was appointed to the position of President/General Manager by Resolution No. 17-37, after having served as Interim General Manager from January 26, 2017- July 31, 2017; and

WHEREAS, the term of Mr. Rosenfeld's appointment as President/General Manager began on August 1, 2017 and the initial term thereof continues thereafter for three (3) years through and including July 31, 2020; and the Authority presently has an option exercisable in the sole discretion of the MATA Board of Commissioners not less than ninety (90) days preceding the expiration of the initial term of appointment to extend the term of Gary Rosenfeld's appointment as President/General Manager for two (2) additional years, from August 1, 2020 through and including July 31, 2022; and

WHEREAS, Gary Rosenfeld's tenure in Memphis has been marked by diligent efforts to enhance and develop the Authority's public transportation system and to implement the Authority's projects and objectives; and

WHEREAS, the MATA Board believes that it is MATA's and the public's best interest to extend the term of the appointment of Mr. Rosenfeld as President/General Manager by an additional one (1) year from August 1, 2020, through and including July 31, 2021, to serve at the will and pleasure of the MATA Board; and the Authority shall have an option exercisable in the sole discretion of the MATA Board of Commissioners not less than ninety (90) days preceding the expiration of the initial term of appointment to extend the term of Gary Rosenfeld's appointment as President/General Manager for two (2) additional years, from August 1, 2021 through and including July 31, 2023.

WHEREAS, Mr. Rosenfeld will remain an employee of Mid-South Transportation Management, Inc. (MTM); and

WHEREAS, Interim Board Chair John Vergos has reported that discussions with Gary Rosenfeld as to the goals and objectives of the Authority and negotiation as to the terms and conditions of the potential extension of Mr. Rosenfeld's appointment as MATA President/General Manager have been successful, including but limited to the terms and conditions of the extension of Mr. Rosenfeld's contract of employment with Mid-South Transportation Management, Inc. (MTM).

MEMPHIS AREA TRANSIT AUTHORITY

1370 Levee Road

Memphis, TN 38108

Telephone: 901-722-7100 www.matatransit.com

MINUTES OF 1/29/19 ITEM VIIIa

MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS

RESOLUTION 19-07

RESOLUTION TO PURCHASE A ONE-TON FLATBED TRUCK W/14 HP AIR COMPRESSOR &
MOUNTED PRESSURE WASHER

WHEREAS, The Memphis Area Transit Authority (MATA) is required to maintain and or replace various non-revenue service vehicles that have met their useful life to ensure efficient and continued operation; and

WHEREAS, MATA issued an Invitation for Bid (IFB) for companies to provide a One-ton Flatbed Truck w/14HP Air Compressor and Mounted Pressure Washer and one offer was received; and

WHEREAS, Staff has reviewed the bid received and recommends that a contract be awarded to Homer Skelton Chrysler-Dodge-Jeep-Ram at a cost of \$59,265.00.

NOW THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS That a contract be awarded to Homer Skelton Chrysler-Dodge-Jeep-Ram at a cost of \$59,265.00 for the purchase of a One-Ton Flatbed Truck w/14HP Air Compressor and Mounted Pressure Washer.

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

Res. No. 19-07

Motion: Made By: Tommy Pacello

SECONDED: Shelia Williams

Present: John Vergos; Shelia Williams; Martin Lipinski; Robert Clark; Janice Holder; Tommy Pacello; Michael Fulton

NAY: None

Approved: January 29, 2019

Absent: Kristen Bland; Roquita Williams

MEMPHIS AREA TRANSIT AUTHORITY

1370 Levee Road
Memphis, TN 38108

Telephone: 901-722-7100 www.matatransit.com

MINUTES OF 1/29/19 ITEM VII.c



MATA

MEMO

TO: MATA Board of Commissioners

FROM: Gary Rosenfeld, Chief Executive Officer

SUBJECT: IFB 19-02 One-ton Flatbed Truck w/14HP Air Compressor & Mounted Pressure Washer

DATE: January 29, 2019

This memo summarizes the procurement process for purchase of a one-ton flatbed truck w/14HP air compressor and mounted pressure washer to replace vehicle(s) that have met its useful service life.

The IFB was sent to three vendors, formally advertised and posted to MATA's website. The DBE goal was set at 0% for this solicitation. One bid was received, and MATA staff reviewed Homer Skelton's bid on the criteria set forth in the IFB.

MATA staff recommends that a contract be awarded Homer Skelton Chrysler-Dodge-Jeep-Ram at a cost of \$59,265.00.