

FILED

**CENTRAL OKLAHOMA
TRANSPORTATION
AND PARKING
AUTHORITY (COTPA)**

2020 MAR 31 PM 4: 56

SPECIAL MEETING - TELECONFERENCE ONLY

CITY OF
OKLAHOMA CITY OKLA
OFFICE OF
CITY CLERK

Time: 9:00 a.m.

Date: April 03, 2020

Location: TELECONFERENCE

TRUSTEES:

**Chris Kauffman, Chairman
Bernard L. Semtner, III, Vice Chairman
Brent Bryant
James Cooper
David Greenwell
David Holt
Steve Hill, Surrogate Trustee
Craig Freeman, City Manager
Laura Johnson, Surrogate Trustee**

Teleconference No: 405-534-4946

Conference ID: 407 497 001#

All members will be attending via Teleconference

It is the policy of COTPA to ensure communication with participants and members of the public with disabilities are as effective as communications with others. Anyone with a disability that would like to participate in the meeting but requires an accommodation, modification of policies/procedures, auxiliary aid or service, or an alternate format of the agenda/information provided at the meeting, please contact Iris Newman at 405-297-2484 within 48 hours (not including weekends or holidays) of scheduled meeting. Individuals utilizing TTY/TDD technology for telephone communication should utilize the free "711 Relay Oklahoma" service by dialing 711 to assist you in contacting Ms. Newman. The Authority will consider the choice of auxiliary aid or service requested by the individual with a disability.

PARTICIPANT INSTRUCTIONS

TELECONFERENCE MEETING

The Central Oklahoma Transportation and Parking Authority (COTPA) will provide the first teleconference meeting on April 3, 2020 at 9:00 a.m. The COTPA encourages participation in the public meeting from the residents of Oklahoma City. The City Council Chamber will be closed and the only alternative to participate in the meeting will be by teleconference. Below are instructions on how to listen to the meeting, request to speak on certain agenda items and how to request to speak under Citizens to be Heard.

- To listen to the meeting, call **(405) 534-4946**. When prompted, enter Conference ID: **407 497 001#**
- To sign up to speak on an agenda item or "Citizens to Be Heard," or ask questions about the meeting, call (405) 297-2824 or text (405) 479-1615.

Participants who wish to speak on items on the agenda will be placed on mute until the Chairman recognizes the caller to speak. Citizens will be limited to 3 minutes to speak to the Trust.

To speak on a certain agenda item, please call 405-297-2824 or text your request to 405-479-1615, please include the agenda item number and the reason you would like to speak (protest, representing applicant, request continuance, i.e.) Please submit your request prior to the beginning of the meeting to avoid receiving your request after your item has been considered. The Secretary will attempt to submit requests received during the meeting to process them to the Chairman.

To speak under "Citizens to be Heard" please call (405) 297-2824 or text (405) 479-1615; please list your name, address, phone number and the subject on which you wish to address the Trust.

The Chairman will announce at the beginning of the meeting that if connections are lost, the City will attempt to restore communications for a maximum of 15 minutes and if communications cannot be restored, and if communications cannot be restored, the meeting will reconvene at a certain date, time and place.

If you are disconnected from the teleconference, please try again before calling (405) 297-2824 or texting (405) 479-1615.

AGENDA

CENTRAL OKLAHOMA TRANSPORTATION AND PARKING AUTHORITY

DATE: April 03, 2020

TIME: 9:00 a.m.

SPECIAL MEETING TELECONFERENCE ONLY

I. CALL TO ORDER

II. ITEMS FROM THE CHAIRMAN

III. CITIZENS TO BE HEARD

IV. APPROVAL OF MINUTES

- A. Approval of the Minutes of the COTPA Board Meeting Held on March 6, 2020

V. CONSENT DOCKET

- A. Agreement for Professional Services for Public Art Projects with The City of Oklahoma City to solicit, select and install public art for all Central Oklahoma Transportation and Parking Authority public projects.
- B. Audit Contract with Allen, Gibbs & Houlik, L.C., for auditing services for Fiscal Year 2020 Financial Statements, cost of \$50,910.
- C. Oklahoma City Streetcar Lease and Operations Agreement with The City of Oklahoma City, for lease, operations and maintenance of the Oklahoma City streetcar system, retroactive to April 1, 2020 through March 31, 2021
- D. Amendment No. 1 to Professional Services Agreement with Crowe and Dunlevy for Legal Services, extending term through June 30, 2020.
- E. Assignment of Pricing Agreement Between the Central Oklahoma Transportation and Parking Authority and AxleTech International, LLC (COTPA2018008 Parts and Services for Buses) to Meritor Heavy Vehicle Systems, LLC.

VI. ITEMS FOR INDIVIDUAL CONSIDERATION

- A. Resolution ratifying the actions of the Administrator in declaring an emergency and implementing a emergency purchasing policy (Attachment "A") in the procurement of supplies, services, materials, or equipment in response to the Coronavirus (COVID-2019) Pandemic Emergency; and authorizing the Administrator to waive competitive bidding and use informal bidding procedures, and/or open market purchase procedures, and/or emergency purchasing authority, whenever contractors fail to timely provide contracted supplies, services, materials or equipment, or notify the Trust of an inability to provide contracted services, during this emergency; and authorizing the Administrator to adjust service levels, schedules, fares, and re-direct human resources as necessary to respond to the Coronavirus (COVID-2019) Pandemic Emergency.
- B. Contract for Professional Services Agreement with Melisa Rousey, Financial Services, April 3, 2020 through December 31, 2020.
- C. Amendment No. 1 to Professional Services Agreement with Dewitt Investments, LLC DBA Elite Protections Services, for streetcar fare inspection and security services,

estimated cost \$300,000.

- D. Pricing Agreement with Superior Security and Investigations, Inc. (C187017), for security services at various transit locations, cost not to exceed \$50,000.
- E. Amendment No. 1 to Contract for Engineering Services with HNTB Corporation, Project No. MC-0619, Phase II Northwest Bust Rapid Transit Project, increase of \$1,433,848
- F. Change Order No. 3 for Project No. MB-1413, Convention Center Parking Garage; an increase of \$31,696.95.
- G. Resolution authorizing the Administrator, or designee, to negotiate the purchase of one parcel of real property within Oklahoma City, Oklahoma County, Oklahoma, for the Central Oklahoma Transportation and Parking Authority's system, public interest, and benefit, this includes but is not limited to, negotiating a real estate purchase agreement, securing abstract, title company and other related services and authorizing the Administrator, or designee, to approve such a real estate purchase agreement, including an option agreement.

VII. RATIFICATION OF CLAIMS AND PAYROLL

- A. Ratification of Payroll and Vendor Claims for the Period March 3 through March 31, 2020

VIII. RECEIVE FINANCIAL REPORTS

- A. Receive the COTPA Schedules of Revenues and Expenditures - Budget to Actual For the Eight Months Ended February 29, 2020

IX. RECEIVE PROGRAM REPORTS

- A. Transit System Report
- B. Streetcar Report
- C. Parking System Report
- D. Marketing and Technology Report
- E. Oklahoma River Cruises and Spokies Report

X. ITEMS FROM TRUSTEES

XI. ADJOURNMENT