

Time: 9:00 a.m.
Date: July 10, 2020
Location: TELECONFERENCE ONLY

TRUSTEES:

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

ALL MEMBERS ATTENDING THE MEETING BY VIDEO CONFERENCE

During the COVID-19 pandemic, no physical location will be provided for this meeting. The meeting will instead be live streamed from remote locations as allowed by SB 661, 25 O.S. Supp. 2019 §304(7). Instructions on how to join the meeting can be found on the second page of this agenda.

Join Zoom Meeting

<https://zoom.us/j/97332987463>

Phone: 1-346-248-7799 (cell phone)

Toll Free: 1-888-475-4499 or 1-877-853-5257 (land line)

Meeting ID: 973 3298 7463

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 the Trust Specialist at 405-297-2824 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.

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CITY OF
OKLAHOMA CITY OKLA.
OFFICE OF
CITY CLERK

Participant Instructions

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 video conference. Below are instructions on how to access to the meeting, request to speak on certain agenda items and how to request to speak under Citizens to be Heard.

- To participate in the meeting via ZOOM, go to **Meeting URL**<https://zoom.us/j/97332987463>
- When prompted, enter **Meeting ID: 973 3298 7463**
- To participate in the meeting by cell phone, call 1-346-248-7799.
- To participate by land line toll free, call 1-888-475-4499 or 1-877-853-5257.
- To speak on a certain agenda item, place a call, in advance of the meeting to 405-297-2824 or text your request in advance of the meeting to 405-479-1615 or email lisa.hubbell@okc.gov. Include your name, the agenda item number and the reason you would like to speak. **Please submit your request prior to the beginning of the meeting to avoid receiving your request after your item has been considered.** Staff will attempt to submit requests received during the meeting to process them to the Chairman. Please press *6 to speak when recognized by the Chairman.

The Chairman will announce at the beginning of the meeting that if connections are lost, the COTPA will attempt to restore communications for a maximum of 15 minutes and if communications cannot be restored, the meeting will reconvene at a certain date, time and place. If you are disconnected, please try again before calling 405-297-2824 or texting 405-479-1615.

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 June 5, 2020 COTPA Board Meeting.

V. CONSENT DOCKET

- A. Agreement to Renew the Term of Contract with the City of Moore to provide senior non-emergency medical transportation, revenue of \$15,000, retroactive to July 1, 2020 to June 30, 2021.
- B. Agreement with the Community Transportation Association of America for the transportation services and administrative oversight for the Arnall Family Foundation Transportation Innovation Grant entitled "Increasing Successful Foster Care Parent-Child Reunifications in Oklahoma County Through Innovative Transportation Delivery", estimated cost \$180,000, estimated revenue \$180,000, retroactive to April 15, 2020 to April 15, 2021.
- C. Parking Agreement with the City of Oklahoma City for parking services, estimated revenue \$1,000,000, retroactive to July 1, 2020 to June 30, 2021.
- D. Professional Services Agreement with SendaRide, Inc. for the Share-A-Fare Transportation Program (COTPA2020049), estimated cost \$90,000, retroactive to July 1, 2020 to June 30, 2021.
- E. Professional Services Agreement with Jeanne L. Smith, to provide consultation services for Oklahoma River Ferry and Spokies, and general technical writing services, estimated annual cost \$25,000, July 7, 2020 to June 30, 2021.
- F. Resolution authorizing Administrator to negotiate agreements with the two successful proposers for COTPA 2020-004 Marketing Research and Data Mining Services, ETC Institute for market research and AlphaVu for data mining, estimated annual cost \$250,000.
- G. Resolution waiving informal bidding procedures and authorizing the sole source purchase of Kleen Break Sign Post System, parts and hardware from Xcessories Squared Development and Manufacturing, Inc. (COTPA 2020061), estimated annual cost \$10,000, July 10, 2020 through July 9, 2025.

- H. Resolution accepting grant awards from Areawide Aging Agency of Oklahoma, Inc. for Senior Transportation Services in Canadian County, North Cleveland County, and Oklahoma County, and accepting Coronavirus Aid, Relief, and Economic Security (CARES) Act grant award for supportive transportation services in response to COVID-19, and ratifying the actions of the Administrator in approving the grant agreement, estimated cost \$30,000, revenue of \$414,114, retroactive to July 1, 2020 to June 30, 2021.
- I. Renewal of Pricing Agreement with Central States Thermo King Inc (COTPA 2016-037) for air conditioning repair parts and services for buses and vans, estimated annual cost \$65,000, retroactive to July 1, 2020 to June 30, 2021.
- J. Renewal of Pricing Agreement with Halff and Associates Inc (COTPAMC0590) for on-call transportation planning services, estimated annual cost \$50,000, retroactive to July 7, 2020 to July 6, 2021.
- K. Termination of Lease Agreement with Factor 110, LLC, Santa Fe Station, reduce lease revenue \$30,000.
- L. Approve payment to the American Public Transportation Association for Fiscal Year 2021 Dues, \$35,500.

VI. ITEMS FOR INDIVIDUAL CONSIDERATION

- A. Interlocal Service Agreement for Provision of Transportation Services with the City of Norman for EMBARK to provide fixed route and paratransit bus service, estimated cost \$2,555,021, estimated revenue \$2,836,074, retroactive to July 1, 2020 to June 30, 2021.
- B. Resolution authorizing the Administrator to enter into an agreement with National American Insurance Company (NAICO) for insurance coverage for the Norman public transportation system, annual premium estimated \$42,000, retroactive to July 1, 2020 to June 30, 2021.
- C. Agreement with the Regional Transportation Authority of Central Oklahoma, to establish the Regional Transportation Authority of Central Oklahoma as a subrecipient of the Central Oklahoma Transportation and Parking Authority to establish necessary procedures and accountability for federal grant funds that are available to update the Alternative Analysis for regional fixed guideway public transportation, retroactive to July 1, 2020 to June 30, 2025.
- D. Change Order No. 5 for Project No. MB-1413, Convention Center Parking Garage; decrease of \$130,592.
- E. Resolution setting a public hearing regarding route elimination (Route 050), schedule changes (Routes 009, 010, 023, and 024), and new service to Social Security Office, on Friday, August 7, 2020 at 9:00 a.m. during the regular

scheduled Board of Trustees meeting.

- F. Resolution authorizing free rides on fixed-route bus, Zone 1 and Zone 1a ADA Paratransit and Oklahoma City Streetcar service, revenue decrease of \$5,000 per free day, retroactive to July 1, 2020 to June 30, 2021.
- G. Resolution authorizing half-off pass sale for up to seven business days in both August and December, 2020.
- H. Resolution waiving competitive bidding procedures and authorizing the open market purchase of Transportation Network Company (TNC) transportation services, retroactive to July 1, 2020 to June 30, 2023.
- I. Agreement with the Oklahoma Department of Transportation approving receipt of Surface Transportation Block Grant funding for the purchase of two, forty-foot CNG buses, revenue of \$748,329.
- J. Resolution approving the replacement of rolling stock utilizing the current contract with New Flyer America, Inc. (COTPA 2016-040), eight 40-Foot CNG Heavy Duty Transit Buses, cost of \$3,932,984.
- K. Resolution approving Price Change No. 2467-1 with New Flyer America, Inc. (COTPA 2016-040) for one electric bus (SR-2467), increase of \$9,097.11; and Price Change No. 2503-1 with New Flyer America, Inc. (COTPA 2016-040) for two 40-Foot CNG buses (SR-2503), increase of \$19,491.14.

VII. RATIFICATION OF CLAIMS AND PAYROLL

- A. Ratification of Payroll and Vendor Claims for the Period June 2 through June 30, 2020

VIII. RECEIVE FINANCIAL REPORTS

- A. Receive the COTPA Schedules of Revenues and Expenditures - Budget to Actual for the Eleven Months Ended May 31, 2020

IX. RECEIVE PROGRAM REPORTS

- A. Transit System Report
- B. Oklahoma City Streetcar Update
- C. Parking Program Update
- D. Marketing and Technology Program Report
- E. Oklahoma River Cruises and Spokies Bike Share Program Update

F. Community Engagement and Customer Relations

X. ITEMS FROM TRUSTEES

XI. ADJOURNMENT