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**During the state of emergency in place during the COVID-19 pandemic, and in compliance with state and local social distancing orders, no physical location will be provided for meeting. The meeting will instead be live streamed from remote locations. Instructions on how to join the meeting can be found on the second page of this agenda.**

**Time: 9:00 AM**

**Date: October 02, 2020**

**Location: VIDEO CONFERENCE ONLY**

**TRUSTEES:**

**Chris Kauffman, Chairman**

**Bernard L. Semtner, III, Vice  
Chairman**

**Robert Ruiz**

**James Cooper**

**Brent Bryant**

**Vacant Trustee**

**David Holt**

**Steve Hill, Surrogate Trustee**

**Craig Freeman, City Manager**

**Laura Johnson, Surrogate  
Trustee**

**COTPA Office, 2000 S. May Ave., Oklahoma City, Oklahoma 73108**

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**ALL MEMBERS ATTENDING THE MEETING BY VIDEO CONFERENCE**

**Join Zoom Meeting: <https://okc.zoom.us/j/95766546517>**

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

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

**Meeting ID: 957 6654 6517**

**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 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 Trust Specialist. The Authority will consider the choice of auxiliary aid or service requested by the individual with a disability.**

### **Participant Instructions**

The COTPA encourages participation in the public meeting from the residents of Oklahoma City. The City Council Chambers 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 **Registration URL:**

- <https://okc.zoom.us/j/95766546517>
- When prompted, enter Meeting ID: 957 6654 6517
- 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](mailto: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.

## AGENDA

### CENTRAL OKLAHOMA TRANSPORTATION AND PARKING AUTHORITY

**DATE: October 02, 2020**

**TIME: 9:00 AM**

**PLACE: Video Conference 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 September 4, 2020 COTPA Board Meeting.

**V. CONSENT DOCKET**

- A. Transit Agreement with Rose State College for Route 015 fixed-route bus services, Fiscal Year 2021, revenue of \$24,776, retroactive to July 1, 2020 to June 30, 2021.
- B. Amendment No. 2 to Professional Services Agreement with Shiels Oblatz Johnsen, Inc. (COTPA 2016-006) to amend proposed scope of work, cost of \$21,877.27.
- C. Resolution approving the new Parking Rate Schedule adding rates for the new parking garage located at 15 SW 4<sup>th</sup> Street, and the surface lot located at 20 SW 6<sup>th</sup> Street, effective November 1, 2020.
- D. Resolution authorizing the sole source purchase of bus wash system equipment, parts, supplies and service from Ross and White Company, estimated annual cost of \$35,000, October 2, 2020 to September 30, 2025.

**VI. ITEMS FOR INDIVIDUAL CONSIDERATION**

- A. Amendment No. 2 to Contract for Engineering Services with Wendel WD Architecture, Engineering, Surveying and Landscape Architecture, P.C. D/B/A Wendel WD Design, P.C., Project MC-0564, EMBARK Compressed Natural Gas Fueling System, fee increase of \$38,000.
- B. Amendment No. 1 to the Professional Services Agreement with Houck Transit

Advertising (COTPA 17-016), amending the revenue proposal and extending initial term to June 30, 2023.

- C. Resolution authorizing the Administrator, to enter into a Bareboat Charter Agreement with HMS Ferries, Inc. (COTPA 2021-038) for private charter boat services, estimated revenue \$17,000, effective date to June 30, 2021.
  
- D. Resolutions authorizing the Administrator, or designee, to apply for Surface Transportation Block Grant Urbanized Area (STBG-UZA) funding for the:
  - 1. EMBARK Fixed Route Buses Project, to purchase two CNG 40-foot buses; and acknowledging and approving the local 20-percent match funding commitment, up to \$217,452.
  - 2. Streetcar Safety Signage Striping Project, to install striping and signage along the streetcar route, no local funds.
  - 3. Streetcar Turnback Project, to install power to the two track switches, all associated train to wayside signaling and controls and traffic signal interfaces for the transit signal phasing on NW 5<sup>th</sup> Street, between Broadway and Hudson avenues and acknowledging and approving the local 20-percent match funding commitment, up to \$292,384.
  
- E. Change Order No. 7 for Project No. MB-1413, Convention Center Parking Garage, 15 SW 4th Street, Oklahoma City, for additional pre-cast wall joint remedy, pipe protection, crediting FDC quantities, and extending completion date to November 24, 2020, increase of \$85,353.00.
  
- F.
  - 1. Receive Parking Committee recommendation and make nominations for naming the parking garage located at 15 SW 4<sup>th</sup> Street; and
  - 2. Receive Parking Committee recommendation and make nominations for naming the new surface lot located at 20 SW 6<sup>th</sup> Street; and
  - 3. Resolution naming the new parking garage located at 15 SW 4th Street in Oklahoma City, and naming the new surface lot located at 20 SW 6th Street in Oklahoma City.
  
- G. Resolution approving the Purchase Option pricing and approving the amended optional items unit pricing, as attached (SR-2503 and SR-2551), with New Flyer America, Inc. (COTPA 2016-040), total estimated increase \$247,010.62.

## **VII. RATIFICATION OF CLAIMS AND PAYROLL**

- A. Ratification of Payroll and Vendor Claims for the Period of September 1, 2020 through September 29, 2020.

## **VIII. RECEIVE FINANCIAL REPORTS**

- A. Receive the COTPA Schedules of Revenues and Expenditures – Budget to Actuals for the Month Ended August 31, 2020

**IX. RECEIVE PROGRAM REPORTS**

- A. Community Engagement and Customer Relations Program Update \*\*\*
- B. Marketing and Technology Program Update \*\*\*
- C. Oklahoma City Streetcar Program Update
- D. Parking Program Update \*\*\*
- E. Transit System Program Update

**X. ITEMS FROM TRUSTEES**

**XI. ADJOURNMENT**