

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 bottom of this page.

Time: 9:00 AM

Date: April 02, 2021

Location: VIDEO/TELECONFERENCE ONLY

TRUSTEES:

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

Join the Zoom Webinar:

<https://okc.zoom.us/j/94167782825>

Telephone: US +1 408-638-0968

Toll Free: 1-877-853-5257 or 1-833-548-0282

Webinar ID: 941 6778 2825

Participant Instructions

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 video conference. Below are instructions on how to access 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://okc.zoom.us/j/94167782825>
- When prompted, enter **Meeting ID: 941 6778 2825**
- To participate in the meeting by cell phone, call **US +1 408-638-0968**
- To participate by land line call **toll free: 1-877-853-5257 or 1-833-548-0282**

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 EMBARKBoard@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. City 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.

Citizens may address the Board on certain items by signing up to speak and providing the agenda item number and reason for appearing, but all comments must be relevant to the item. The Chairperson or presiding officer may in his or her discretion prohibit a person from addressing the Board, or have any person removed from the Zoom Webinar, if that person commits any disorderly or disruptive behavior, which includes without limitation any of the following: speaking without being recognized by the Chairperson or presiding officer; continuing to speak after notice that the speaker's allotted time has expired; presenting comments or material not relevant to the item under discussion; failing to comply with the lawful instructions of the Chairperson or presiding officer; engaging in other conduct, activity or speech that delays, disrupts or interferes with the effective or timely conduct of the meeting.

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.

MEETING AGENDA

CENTRAL OKLAHOMA TRANSPORTATION AND PARKING AUTHORITY

DATE: April 02, 2021

TIME: 9:00 AM

PLACE: VIDEO/TELECONFERENCE ONLY

I. CALL TO ORDER

II. ITEMS FROM THE CHAIRMAN

III. CITIZENS TO BE HEARD

IV. APPROVAL OF MINUTES

- A. Minutes of the March 5, 2021 COTPA Board Meeting.

V. CONSENT DOCKET

- A. Resolution authorizing the purchase of vehicle lifts and other garage associated equipment from State Contract with Mohawk Lifts, LLC (S22-SW228798), estimated cost \$200,000, March 30, 2021 through March 29, 2022.
- B. Resolution authorizing the sole source purchase of Thermo King air conditioning repair parts, services and equipment from Central States Thermo King of Oklahoma (SS-COTPA-21-061), estimated annual cost of \$50,000, April 2, 2021 to April 1, 2026.
- C. Resolution authorizing the sole source purchase of Glaval paratransit bus parts from Creative Bus Sales, Inc. (SS-COTPA-21-077), estimated annual cost of \$15,000, April 2, 2021 to April 1, 2026.
- D. 1. Request for proposals COTPA 21-065 Drug and Alcohol Testing; authorize the Administrator to advertise the request for proposal, estimated annual cost \$50,000; and
2. Resolution authorizing the Administrator to approve the short list of proposers based upon the selection criteria of COTPA 21-065 Drug and Alcohol Testing Services request for proposal and authorizing negotiation of a Professional Services Agreement with the top ranked proposer.
- E. Request for proposals for COTPA 2021-072 Electric Assisted Bicycles; and authorize the Administrator to advertise the request for proposals, estimated cost \$120,000.
- F. Resolution declaring obsolete equipment parts (Exhibit "A") and bus rolling stock and vehicles (Exhibit "B") surplus; and authorizing the Administrator, or designee, to dispose of surplus items in compliance with Purchasing Policies and Procedures.
- G. Resolution authorizing the Administrator to issue all current, non-represented employees a one-time stipend in recognition of extraordinary work performed during FY20-21.
- H. Resolution amending the Annual Leave Policy for non-represented Trust employees, to add accrual increases at the fifth and twentieth anniversary dates.
- I. Resolution approving and adopting the amended Central Oklahoma Transportation and Parking Authority Substance Abuse Policy, effective April 2, 2021.

VI. ITEMS FOR INDIVIDUAL CONSIDERATION

- A. Contract Award to Peak Media (COTPA-2021048) media buying, estimated annual cost of \$150,000, April 2, 2021, to April 1, 2024.

- B. Change Order No. 2 of Project MC-0622 Phase II, Ferry Landing and Terminal Upgrades, Oklahoma River Meridian Landing, Final Claim \$61,783.25; accepting project and placing maintenance bond into effect.
- C. Resolution authorizing the application for FY 2021 US Department of Transportation Low or No Emission Competitive Grant Program; and approving Federal assistance amount \$2,826,866, and local matching funds in the amount of \$1,522,158 (35%); total project amount \$4,349,024; and authorizing the Administrator to execute all documents as required for the grant application and agreement.
- D. Resolution amending the Central Oklahoma Transportation and Parking Authority Fiscal Year 2021 Budget (Attachment "A"); and directing the Administrator to implement and administer the amended budget.

VII. RATIFICATION OF CLAIMS AND PAYROLL

- A. Ratification of Payroll and Vendor Claims for the Period of March 2 through March 30, 2021

VIII. RECEIVE FINANCIAL REPORTS

- A. COTPA Schedules of Revenues and Expenditures – Budget to Actual for the Month Ended February 28, 2021

IX. RECEIVE PROGRAM REPORTS

- A. Community Engagement and Customer Relations Program Report and Presentation
- B. Marketing and Technology Program Report
- C. Oklahoma City Streetcar Program Report
- D. Parking Services Program Report
- E. Transit System Report

X. ITEMS FROM TRUSTEES

XI. ADJOURNMENT