

Time: 9:00 AM

Date: May 07, 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

ALL TRUSTEES ATTENDING THE MEETING BY VIDEO/TELECONFERENCE

Join the Zoom Webinar: <https://okc.zoom.us/j/96106339710>

Toll Free: 877-853-5257 or 888-475-4499

Webinar ID: 961 0633 9710

ADA Accommodations

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.

Trust Actions

Official action can only be taken on items which appear on the agenda. The Trust may adopt, amend, approve, ratify, deny, defer, recommend, strike, or continue any agenda item. When more information is needed to act on an item, the Trust may refer the matter to the Administrator or the Assistant Municipal Counselor. The Trust may also refer items to standing committees of the Trust for additional study. Under certain circumstances, items are deferred to a specific later date or stricken from the agenda entirely.

Participant Instructions

The City 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:

- <https://okc.zoom.us/j/96106339710>
- When prompted, enter Meeting ID: 961 0633 9710
- To participate by land line toll free, call 877-853-5257 or 888-475-4499
- 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.** City staff will attempt to submit requests received during the meeting to process them to the Chairperson. Please press *6 to speak when recognized by the Chairperson.

The Chairperson 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: May 07, 2021

TIME: 9:00 AM

PLACE: Video/Teleconference Only

I. CALL TO ORDER

II. ITEMS FROM THE CHAIRPERSON

III. RESIDENTS TO BE HEARD

IV. APPROVAL OF MINUTES

- A. Minutes of the April 2, 2021 COTPA Board Meeting.

V. CONSENT DOCKET

- A. Renewal agreements with Community Action Agency of Oklahoma City, Oklahoma/Canadian Counties, Inc. and SendaRide, Inc. for the Provision of Senior STEP Grocery Shopping Transportation Services in Oklahoma and northern Cleveland Counties (COTPA2020047), estimated cost \$43,000 annually, July 1, 2021 to June 30, 2022.
- B. Renewal agreement with SendaRide, Inc. for the EMBARK Well Transportation Program (COTPA2020047); estimated cost \$30,000, July 1, 2021 to June 30, 2022.
- C. Renewal agreement with SendaRide, Inc. for the provision of Senior Companion Transportation Services in Oklahoma and northern Cleveland Counties (COTPA2020047); estimated cost \$9,000 annually, July 1, 2021 to June 30, 2022.
- D. Renewal agreement with Community Action Agency of Oklahoma City, Oklahoma/Canadian Counties, Inc., SendaRide, Inc., and, New Yellow Cab, LLC for the Provision of Senior Congregate Meal Transportation Services in Oklahoma and Northern Cleveland Counties (COTPA2020047 and COTPA OM-2020047); estimated cost \$97,100 annually, July 1, 2021 to June 30, 2022.
- E. Renewal agreement with Harrah Senior Citizens, Inc. for Senior Congregate Meal CMP Transportation (COTPA2018001), Senior Non-Emergency Medical Transportation (COTPA2018003), and Senior STEP Grocery Shopping Transportation (COTPA2018002); estimated cost \$22,000, July 1, 2021 to June 30, 2022.
- F. Renewal agreement with RSVP of Central Oklahoma, Inc. for Senior Non-

Emergency Medical Transportation (COTPA2018007); estimated cost \$45,000, July 1, 2021 to June 30, 2022.

- G. Renewal agreement with SendaRide, Inc. for the Share-A-Fare Transportation Program (COTPA2020047); estimated cost \$90,000, term July 1, 2021 to June 30, 2022.
- H. Amendment No. 1 to agreement with SendaRide, Inc. for the provision of transportation services under the Arnall Transportation Innovation Grant Project for the CLIMB Ride Program (COTPA2020050); increasing annual estimated cost from \$100,000 to \$160,000.
- I. Pricing Agreement award and approval, Heritage-Crystal Clean LLC (COTPA 21-022) waste oil and other waste removal and disposal; estimated annual cost of \$25,000, May 7, 2021 to May 6, 2024.
- J. Audit Contract with Allen, Gibbs & Houlik, L.C., for auditing services for Fiscal Year 2021 Financial Statements, cost of \$60,321.
- K. Resolution rejecting bids for COTPA 21-058 decal purchase for buses, vans, and other vehicles; and authorizing the open market purchase of decals for buses, vans, and other vehicles utilizing current purchasing policies and procedures for open market purchases; estimated cost \$75,000, May 7, 2021 to May 6, 2022.
- L. Agreement for Professional Service for Public Art Projects with the City of Oklahoma City, effective date through June 30, 2021.

VI. ITEMS FOR INDIVIDUAL CONSIDERATION

- A. FFY 2021 Agreement with the Oklahoma Department of Transportation for Surface Transportation Block Grant Paratransit Vehicle Project FHWA STBG Funds: Project No. STP-255E(531), JP No.: 34941(04) CFDA Number 20.205 (Highway Planning and Construction) for the purchase of paratransit vehicles; grant funds in the amount of \$747,935.
- B. Agreement with the Oklahoma Department of Environmental Quality to provide financial assistance to replace three diesel vehicles/engines with three compressed natural gas transit buses; estimated cost \$499,995.75, five years from execution date.
- C. Amendment No. 1 to Professional Services Agreement with Nelson/Nygaard Consulting Associates, Inc. (COTPA 21-005), to amend the scope of services to include a facilities assessment and a conceptual master plan, cost increase of \$56,916.
- D.
 - 1. Resolution ratifying the actions of the Administrator in rejecting the proposals from AEA Environmental Services LLC and Central Staffing Solutions, LLC and re-advertising the bid specifications; and ratifying the actions of the Administrator in authorizing negotiations with the lowest and best bidder, JRC Property

Management, LLC, for COTPA 21-017 Bus Stop Refuse Collection, Removal, and Disposal; and

2. Contract award and approval with JRC Property Management, LLC (COTPA 21-017) for bus stop refuse collection, removal and disposal; estimated annual cost of \$30,000.

- E. Lease Agreement with The City of Oklahoma City to manage parking operations and maintenance for Scissortail Park Surface Lot; estimated revenue \$100,000, retroactive to May 1, 2021 to March 30, 2027.
- F. Request for Proposals for COTPA 21-032 BRT 40-ft CNG Bus Procurement, to procure nine buses for the new Bus Rapid Transit system; estimated cost \$5,400,000, May 7, 2021 to May 6, 2026.

VII. RATIFICATION OF CLAIMS AND PAYROLL

- A. Ratification of Payroll and Vendor Claims for the Period April 6 through April 27, 2021

VIII. RECEIVE FINANCIAL REPORTS

- A. COTPA Schedules of Revenues and Expenditures – Budget to Actuals for the Month Ended March 31, 2021.
- B. Rescind the previously received report and receive the corrected COTPA Employee Retirement Trust Interim Financial Statements for the Six Months December 31, 2020 and 2019.

IX. RECEIVE PROGRAM REPORTS

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

X. ITEMS FROM TRUSTEES

XI. ADJOURNMENT