

Time: 9:00 AM

Date: March 04, 2022

Location: City Council Chamber
200 North Walker
Oklahoma City, Oklahoma

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**

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

Participant Instructions

The Central Oklahoma Transit and Parking Authority (COTPA) meets the first Friday of the month at 9:00 a.m. in City Hall unless prior notice of a change is posted. Parking is available at the Sheridan Walker Parking Garage (501 West Sheridan) and the Arts District Garage (431 W. Main).

The following guidelines are in place for meetings in the Council Chamber at City Hall: only the south entrance to City Hall will be open; air purifying machines have been installed in the Chamber; hand sanitizer machines and disposable face masks will be available.

It is the policy of the City to ensure that communications with participants and members of the public with disabilities are as effective as communications with others. Anyone with a disability who requires an accommodation, a modification of policies or procedures, or an auxiliary aid or service in order to participate in this meeting should contact the ADA department coordinator at (405) 297-3705 or TDD (405) 297-2020 as soon as possible but not later than 48 hours (not including weekends or holidays) before the scheduled meeting. The department will give primary consideration to the choice of auxiliary aid or service requested by the individual with disability. If you need an alternate format of the agenda or any information provided at said meeting, please contact the ADA department coordinator listed above 48 hours prior to the scheduled meeting.

Addressing the Trust

Residents may address Trustees on certain items by signing up to speak and providing the agenda item number, their reason for appearing and their address, but all comments must be relevant to the item. The Chairman or presiding trustee may in his or her discretion prohibit a person from addressing the COTPA, or have any person removed from the Council Chamber, if that person commits any disorderly or disruptive behavior. Disorderly conduct includes, but is not limited to, any of the following: speaking without being recognized by the Chairman or presiding trustee; 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 trustee; engaging in other conduct, activity or speech that delays, pursuant to 21 O.S. §280, disruptive conduct includes any conduct that is "violent, threatening, abusive, obscene, or jeopardizes the safety of self or others". A person may also be subject to arrest and removal from the Municipal Building for violation of Oklahoma City Municipal Code 2020, § 30-81 – Disorderly conduct and/or violation of Okla. Stat. tit. 21, §280- Willfully Disturbing, Interfering With or Disrupting State Business, Agency Operations or Employees.

Residents may not address the COTPA regarding items from "Items from Chairman, "Items from Trustees" (except for items listed for a vote or if asked for comments by a Trustee). Residents may also address the COTPA on individual concerns, included on the listed exceptions, at the beginning of the agenda under "Residents to be Heard." Residents to be Heard is not provided as a forum for publicly announced or declared candidates for City public office, and they will not be allowed to speak as Residents to be Heard. Residents will not be allowed to campaign on any political issue during the meeting. Comments must concern COTPA services or policies. Please fill out a "Request to be Heard" form located outside the Chambers. Please return this form to the Trust. **PLEASE LIMIT YOUR COMMENTS TO 3 MINUTES.** Continuing to speak beyond the time allowed by the Chairman or presiding trustee shall constitute grounds for removal from the Council Chamber. Residents who wish to be listed on the agenda for comments to COTPA call the Administrative Specialist at (405) 297-2484 before 4 p.m. on the Tuesday prior to the next COTPA meeting. Persons so listed on the agenda for comments to COTPA are subject to the same restrictions listed above. Persons may use City computer to make presentations to COTPA only if requested to do so by the Chairman, a Trustee, or the Administrator and the device containing the presentation is provided to the Administrative Specialist three

business days in advance.

Trust Actions

Official action can be taken only on items which appear on the agenda. The Trust may adopt, amend, approve, defer, deny, ratify, 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 or to a board or commission for additional study. Under certain circumstances, items are deferred to a specific later date or stricken from the agenda entirely.

Consent Docket/Television Coverage

Items listed under "Consent Docket" are usually approved as a group with the proper motion from a member of COTPA. Members of COTPA may request discussion or separate action on any item on the Consent Docket. COTPA meetings can be watched live on Cox Cable Channel 20. Meetings are replayed Tuesday evening starting at 6:30 p.m.

AGENDA

CENTRAL OKLAHOMA TRANSPORTATION AND PARKING AUTHORITY

DATE: March 04, 2022

TIME: 9:00 AM

PLACE: City Council Chamber, 200 North Walker, Oklahoma City, Oklahoma 73102

I. CALL TO ORDER

II. ITEMS FROM THE CHAIRMAN

- A. American Institute of Architects Award of Excellence Program presents Honor Award for Large Commercial Architecture 2021 for excellence in design of Convention Center Parking Garage
- B. Resolution recognizing and in appreciation of the distinguished service by Kay Bickham.
- C. EMBARK Safety Presentation
- D. Resolution recognizing and in appreciation of the distinguished service by Jeanne Smith.

III. RESIDENTS TO BE HEARD

IV. APPROVAL OF MINUTES

- A. Minutes of the February 9, 2022 Special Meeting of the COTPA Board

V. CONSENT DOCKET

- A. Receive Pre-Award Buy America Audit for Bus Rapid Transit 40-Ft CNG rolling stock procurement (COTPA 21-032), nine buses; and approve the enclosed certifications.
- B. Resolution authorizing the open market purchase of Buy America audit services for pre-award and post-delivery inspection audits for rolling stock purchases, not available on existing pricing agreements, COTPA-OM-22-06, estimated annual cost \$20,000, March 4, 2022 to March 3, 2025.
- C. Resolution authorizing the open market purchase of professional printing services not available on existing pricing agreements, COTPA OM-22-05, estimated annual cost \$75,000, March 4, 2022 to March 3, 2023.
- D. Agreement with the Community Transportation Association of America for the Provision of Transportation Services and Administrative Oversight of the Arnall Family Foundation Transportation Innovation Grant Entitled "Increasing Successful Foster Care Parent-Child Reunifications in Oklahoma County Through Innovative

Transportation Delivery", effective July 1, 2022 through June 30, 2023.

- E. Reimbursement agreement with the Association of Central Oklahoma Governments for qualified expenses incurred in developing an Alternatives Analysis for regional high capacity transit conducted by the Regional Transportation Authority of Central Oklahoma (RTA) funded in part through a federal grant subrecipient agreement between between RTA and Central Oklahoma Transportation and Parking Authority, estimated revenue \$560,000

VI. ITEMS FOR INDIVIDUAL CONSIDERATION

- A. Final Comprehensive Operational Analysis Report.
- B. Request for Proposal for COTPA 22-002 Mobility Data Management, Customer Information, and Trip Planning Software., estimated annual cost of \$175,000, and authorize the Administrator to advertise
- C. Request for Proposal for COTPA 22-025 Senior and Mobility Services Providers for various grant funded mobility programs, and authorize the Administrator to advertise, estimated annual cost for all services \$300,000.
- D. Resolution to Approve the Title VI Program for FY 2022-25.
- E. Resolution approving changes to the Spokies Bike Share Fee Schedule effective March 7, 2022.
- F. Joint Resolution with the Regional Transportation Authority of Central Oklahoma, agreeing to renew the Memorandum of Understanding for interim administrative services, annual revenue \$27,360, retroactive to February 1, 2022 through January 31, 2023
- G. Contract with the Associate of Central Oklahoma Governments for 5303 funding for transit planning activities, estimated revenue in the amount of \$152,000, retroactive to July 1, 2021 to June 30, 2022.

VII. RATIFICATION OF CLAIMS AND PAYROLL

- A. Ratification of Payroll and Vendor Claims for the Period February 1 through February 23, 2022.

VIII. RECEIVE FINANCIAL REPORTS

- A. COTPA Schedules of Revenues and Expenditures – Budget to Actuals for the Month Ended January 31, 2022
- B. COTPA Employee Retirement Trust Interim Financial Statements for the Month Ended December 31, 2021 and 2020.

IX. RECEIVE PROGRAM REPORTS

- A. Customer Relations Program Update

B. Marketing and Technology Program Report

C. Parking Services Program Report

D. Transit System Program Report

X. ITEMS FROM TRUSTEES

XI. ADJOURNMENT