

# TRINITY METRO

## Board of Directors Meeting

Monday  
February 26, 2018  
3:30 p.m.

**Intermodal Transportation Center (ITC)  
1001 Jones Street, 2nd Floor Community Room  
Fort Worth, TX 76102**





# TRINITY METRO

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## BOARD OF DIRECTORS MEETING AGENDA

**3:30 p.m., Monday, February 26, 2018**

**Intermodal Transportation Center (ITC)  
1001 Jones Street, 2<sup>nd</sup> Floor Community Room  
Fort Worth, Texas 76102**

**A. Call to Order**

**B. Pledge of Allegiance**

**C. Citizen Comments**

**D. Committee Reports**

- Regional Transportation Council (RTC) – February 8, 2018 – Scott Mahaffey
- Commuter Rail Committee Working Session – February 19, 2018 – Nick Genua
- Finance & Audit Committee Working Session – February 19, 2018 – Nick Genua
- Bike Share Board Meeting – February 13, 2018 – Neftali Ortiz
- Planning/Operations/Marketing Committee Working Session – February 19, 2018 – Neftali Ortiz

**E. Items to be Withdrawn from Consent Agenda**

**F. Consent Agenda**

1. BA2018-31 Contract Award to Overhaul Two Trinity Railway Express (TRE) F59PHI Locomotives
2. BA2018-32 Approval of Trinity Metro Logo
3. BA2018-33 Purchase of Staff Vehicles
4. BA2018-34 Outsourcing Cash Handling and Processing Service

**G. President's Report - Paul Ballard**

**H. Chair's Report - Scott Mahaffey**

**I. Other Business**

## **J. Executive Session**

The Board of Directors may convene in Executive Session under the Texas Open Meetings Act for the consultation with its Attorney pursuant to Section 551.071; deliberation regarding real property pursuant to Section 551.072; deliberation regarding prospective gift pursuant to Section 551.073; deliberation regarding personnel matters pursuant to Section 551.074; deliberation regarding security devices pursuant to Section 551.076 and/or deliberations regarding economic development negotiations pursuant to Section 551.087.

1. BA2018-35 Purchase of Real Property for TEXRail (X0444) – Bob Baulsir

## **K. Reconvene**

## **L. Vote on Action Taken on Matters Deliberated in Executive Session**

1. BA2018-35 Purchase of Real Property for TEXRail (X0444) – Bob Baulsir

## **M. Adjourn**

**Next Meeting will be held on March 26, 2018 at 3:30 p.m., at the Intermodal Transportation Center, 2<sup>nd</sup> Floor Community Room**



This facility is wheelchair accessible. For accommodations, for hearing or sight interpretive services, please contact Melanie Kroecker at (817) 215-8621, 48 hours in advance.


# **Consent Agenda Items**

# Board of Directors Action Item

Item Number: BA2018-31

Meeting Date: February 26, 2017

Item Title: Contract Award to Overhaul Two Trinity Railway Express (TRE)  
F59PHI Locomotives



## **BACKGROUND**

Trinity Railway Express (TRE) current locomotive fleet consists of seven EMD F59PH locomotives that were purchased from GO Transit between 1998 and 2000, and two F59PHI locomotives that were purchased new from EMD in 2001. The locomotives operate with the TRE bi-level vehicles.

During existing rush hour service, six locomotives are in revenue service, and one locomotive is ready for use as a spare, leaving two locomotives available for maintenance and servicing. Locomotive reliability is imperative to provide dependable, on-time commuter rail service.

The TRE Fleet Management Plan contemplates a mid-life overhaul of the two existing F59PHI locomotives every 15 years.

Pursuant to Section 2.4 of the Restated Interlocal Cooperative Agreement by and between Dallas Area Rapid Transit (DART) and Fort Worth Transportation Authority (Trinity Metro) for the Operation and Development of the Trinity Railway Express Commuter Rail Service, dated September 16, 2003 (Resolution No. 030084), DART is acting as the procuring agency on behalf of Trinity Metro and the TRE for this contract.

## **PROCUREMENT**

On April 7, 2017, a Request for Proposals (RFP) notification was sent to 654 firms for the overhaul of two TRE F59PHI locomotives.

This will be a Definite Quantity/Definite Delivery firm fixed price contract for a term of four years from the date of the Notice to Proceed.

By the closing date of June 30, 2017, six proposals were received.

Progress Rail Services Corporation received the highest combined technical and price score among the offers. They possess the technical and financial capability to perform the contract.

The pricing was determined to be fair and reasonable, and Progress Rail Services Corporation is recommended for award.

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Item Title: Contract Award to Overhaul Two Trinity Railway Express (TRE)  
F59PHI Locomotives



**FINANCING**

Sufficient funding for this contract in the amount of \$4,012,356 is included in both the Locomotive Overhaul project budget and the Commuter Rail Capital line item of the Twenty-Year Financial Plan.

The contract cost will be shared between DART and the Fort Worth Transportation Authority (Trinity Metro) in accordance with the Interlocal Agreement between the two agencies. Trinity Metro would be responsible for 50% of the not to exceed amount of \$4,012,356 or \$2,006,178. Trinity Metro has local money programmed in the FY2018 budget.

**RECOMMENDATION**

The Commuter Rail Committee recommends that the Trinity Metro's Board of Directors authorize the President/Chief Executive Officer to award a contract to Progress Rail Services Corporation to overhaul two F59PHI locomotives in an amount not to exceed \$3,821,291, plus a 5% contingency of \$191,065, for a total authorized amount not to exceed \$4,012,356. Trinity Metro will be responsible for 50% of \$4,012,356 or \$2,006,178.



**Disposition by Board of Directors**

Secretary Approval: \_\_\_\_\_ Date: \_\_\_\_\_

# Board of Directors Action Item

Item Number: BA2018-32

Meeting Date: February 26, 2017

Item Title: Approval of Trinity Metro Logo

## **BACKGROUND/OVERVIEW**

In July 2017, the Fort Worth Transportation Authority (Trinity Metro) entered into an agreement (BA2017-77) with JO Design. As the marketing firm on record, JO Design was asked to use their marketing and design expertise to create a new name and a new logo for FWTA for marketing purposes. The new name and logo were to convey the forward thinking of the Transit Master Plan, be appealing to existing customers and be attractive to new customers. The rebranding also had to work as the umbrella brand for service lines such as Molly the Trolley, Trinity Railway Express, TEXRail and MITS. An additional component of the rebranding initiative was to consider renaming the Intermodal Transportation Center (ITC).

During the Board of Directors meeting on January, 29, 2018, the Board of Directors approved rebranding the Fort Worth Transportation Authority from “The T” to Trinity Metro for marketing purposes. At that time, they chose to consider other logo options.

On February 7, 2018, the Planning, Operations and Marketing (POM) Committee held a special working session to consider logo options to accompany the new name Trinity Metro. After deliberation, the board members voted to recommend a specific logo for consideration at the regularly scheduled POM Committee meeting on February 19, 2018.

## **FINANCING**

Funds for the development of the new name and new logo as well as the promotion and rollout are included in the contract between FWTA and JO Design.

## **RECOMMENDATION**

The Planning, Operations and Marketing Committee recommends that the Trinity Metro’s Board of Directors approve the adoption of the new logo as presented.

**Disposition by Board of Directors**

Secretary Approval: \_\_\_\_\_ Date: \_\_\_\_\_



# Board of Directors Action Item

Item Number: BA2018-33

Meeting Date: February 26, 2017

Item Title: Purchase of Staff Vehicles

## **BACKGROUND**

Fort Worth Transportation Authority (Trinity Metro) operates various support vehicles to maintain services. These vehicles are used for deliveries, security patrol, maintaining our properties and several others functions. A replacement plan has been created to properly plan for vehicles that have reached their useful life. This action is a request to replace four support vehicles. They include (1) delivery van, (2) security patrol cars, and (1) pickup truck equipped to clean bus shelters.

The delivery van and security cars are replacing vehicles that have exhausted their useful life cycles. The shelter cleaning truck is replacing a vehicle that was a total loss in a collision.

## **PROCUREMENT**

In accordance with Trinity Metro's Procurement Policy, an Invitation for Bid (IFB 18-T005) for the purchase of four vehicles was issued and advertised on our website [www.fwta.org](http://www.fwta.org). Four firms submitted bids: Sam Pack Five Star Ford, Jim Bass Ford, Southwest Ford and Four Stars Ford. Each of the firms submitted proposals that were responsive, responsible, and complied with the proposal requirements. The proposal from Sam Pack Five Star Ford was determined to be fair and reasonable, based on prior historical costs, and was the lowest in pricing for (1) 2018 Ford Transit Connect, (2) 2018 Ford Taurus, and (1) 2018 Ford F-350 Chassis SD Regular Cab with a total cost of \$ 108,834.00.

## **FINANCING**

Funds are available in Trinity Metro's FY2018 Capital Budget to finance this project.

## **RECOMMENDATION**

The Planning, Operations and Marketing Committee recommends that the Trinity Metro's Board of Directors authorize the President/Chief Executive Officer to enter into a firm fixed contract for the purchase of these vehicles for a total contract cost not-to-exceed \$108,834.00.

**Disposition by Board of Directors**

Secretary Approval: \_\_\_\_\_ Date: \_\_\_\_\_

# Board of Directors Action Item

Item Number: BA2018-34

Meeting Date: February 26, 2017

Item Title: Outsourcing of Cash Handling and Processing Service

## **BACKGROUND**

Fort Worth Transportation Authority (Trinity Metro) authorized Contract 13-052 for Armored Car Services with Trinity Armored Security, Inc. on October 21, 2013 through BA2014-003. This contract provides services for collecting cash and receipts and delivering to the Bank as authorized by Trinity Metro. As part of the process for streamlining cash collection, counting and handling, Trinity Metro is seeking to outsource the current in-house cash handling and processing to Trinity Armored Services. Trinity Metro currently utilizes Trinity Armored Services to pick up bank deposits Monday through Friday at the Intermodal Transportation Center (ITC), Burnett Plaza Storefront, and the money room at the HRP Complex and deliver to Trinity Metro's primary depository bank.

As an added service for the cash handling and processing service, Trinity Metro reached out to Trinity Armored Services (TAS) to discuss the provision of this service as part of the contracted service for collection and disbursement of bank deposits. Upon discussion, Trinity Armored Security agreed to perform the processing services for Trinity Metro.

## **PROCUREMENT**

Cash handling and processing services will be included as a part of the scope of work under Contract 13-052 with Trinity Metro. A change order is needed to amend the existing contract and include the additional services.

## **FINANCING**

Funds for this increase are included in Trinity Metro's FY2018 Operating Budget.

## **RECOMMENDATION**

The Finance & Audit Committee recommends that the Trinity Metro's Board of Directors authorize the President/Chief Executive Officer to execute a change order to amend the existing contract with Trinity Armored Services (Contract 13-052) for an additional annual increase of \$49,836 for a revised total contract amount of \$109,677.00.

**Disposition by Board of Directors**

Secretary Approval: \_\_\_\_\_ Date: \_\_\_\_\_

