

# BOARD OF DIRECTORS MEETING

MONDAY JANUARY 24, 2022 3:30 P.M.





# **BOARD OF DIRECTORS MEETING**

## **AGENDA**

**MONDAY JANUARY 24, 2022 3:30 P.M.**

801 GROVE STREET  
Downtown Fort Worth  
801 Grove Street  
Fort Worth, Texas 76102

**A. CALL TO ORDER**

**B. CITIZEN COMMENTS**

**C. COMMITTEE REPORTS**

- **Regional Transportation Council – January 13, 2022—Jeff Davis**
- **Commuter Rail Committee Working Session – January 10, 2022—Ben Robertson**
- **Planning/Operations/Marketing Committee Working Session– January 10, 2022—Chris Nettles**
- **Finance & Audit Committee Working Session – January 10, 2022—Nick Genua**

**D. ITEMS TO BE WITHDRAWN FROM CONSENT AGENDA**

**E. CONSENT AGENDA**

- 1. BA2022-20 Change to Wabtec Hosting Agreement**
- 2. BA2022-21 APTA Racial Equity Commitment Two Year Pilot Program**
- 3. BA2022-22 Remix Route Planning Services**
- 4. BA2022-23 Extension of ILA 078 for First Mile/Last Mile Service in Alliance between Trinity Metro and Denton County Transportation Authority (DCTA)**
- 5. BA2022-24 Goverlan Reach Software**
- 6. BA2022-25 GTS Software**
- 7. BA2022-26 Server Migration and DR Implementation**
- 8. BA2022-27 Zenoss Software**

**F. PRESIDENT’S REPORT**

**G. CHAIR’S REPORT**

**H. OTHER BUSINESS**

**I. 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.

**J. RECONVENE**

**K. VOTE ON ACTION TAKEN ON MATTERS DELIBERATED IN EXECUTIVE SESSION**

**L. ADJOURN**

**NEXT MEETING WILL BE HELD ON FEBRUARY 28, 2022 AT 3:30 PM AT 801 GROVE STREET,  
DOWNTOWN FORT WORTH, 76102**

This facility is wheelchair accessible.  
For accommodations for hearing or sight interpretive services, please contact Kelli Shields 48 hours in advance at 817.215.8972.

# CONSENT AGENDA ITEMS



# BOARD OF DIRECTORS

## ACTION ITEM

Item Number: BA2022-20

Meeting Date: January 24, 2022

Item Title: Change to Wabtec Hosting Agreement

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### **BACKGROUND**

In May 2017, the Trinity Metro's Board of Directors approved implementation for Regional Positive Train Control (PTC) to support the Rail Safety Improvement Act of 2008 (RSIA 2008), which mandated that all railroads that provide regularly scheduled commuter passenger services must develop a plan for implementing Positive Train Control (PTC). In addition, Trinity Metro and Wabtec Corporation entered into a supplemental four-year PTC Software Hosting Solution Agreement as part of the PTC system implementation and operations. The original PTC agreement provided that hosting implementation would be remote with our PTC data being hosted at data centers off the property and geographically diverse.

With the PTC implementation subjected to strict statutory deadlines, Wabtec proposed an on-site hosting solution utilizing equipment and software that was installed at both the TEXRail MMF and TRE EMF. The agencies approved this proposal to ensure we met the statutory deadlines for implementation, understanding that Wabtec would migrate to the off-site hosting solution when time and resources were more abundant. Accordingly, the current hosting services agreement was entered into in 2018 for a term of 48 months, in the amount of \$2,856,664 and a 10% contingency for a total amount not to exceed \$3,142,328.40.

Wabtec is now positioned with staffing and resources to migrate on-site data hosting to off-site data hosting. This migration will create additional redundancy and significantly reduce the potential for PTC-related train delays due to network or technical issues. This solution also provides additional layers of security in the event of a malicious hacking event or natural disaster. The migration includes the hosting of TMDS (train management dispatching system) and PTC data.

### **FINANCING**

The price increase for the migration, and off-site hosting services, is \$842,820 with a one-time set-up fee of \$25,000, bringing the new total for the hosting services agreement to \$4,010,148.40. Funds are currently available in the Trinity Metro's FY2022 Operating Budget to cover the additional services. Funds for future years of the contract will be considered in their respective proposed budgets.

These additional costs will continue to be split evenly between TEXRail and TRE, with each railroad responsible for \$433,910.00, respectively.

**RECOMMENDATION**

The Commuter Rail Committee recommends that the Trinity Metro Board of Directors authorize the President/CEO to amend the Wabtec Hosting Services agreement for \$867,820.00 for a new total amount of \$4,010,148.40.

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**Disposition by Board of Directors**

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**Secretary Approval:**

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**DATE**

# BOARD OF DIRECTORS

## ACTION ITEM

Item Number: BA2022-21

Meeting Date: January 24, 2022

Item Title: APTA Racial Equity Commitment 2-Year Pilot Program

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### **BACKGROUND**

Trinity Metro is committed to workplace culture and customer experience that values and promotes diversity, inclusion, equal employment opportunities, a work environment free of harassment and hostility, equitable customer treatment, and service delivery.

On March 22, 2021, Trinity Metro Board of Directors adopted the agency's Diversity and Inclusion Statement, Resolution (R2021-09).

On May 12, 2021, Trinity Metro hosted its first Diversity and Inclusion training for all employees.

In recognition of the disparate health and economic impacts of the ongoing pandemic, the tragic deaths of George Floyd, Ahmaud Arbery, Breonna Taylor, Atatiana Jefferson, and so many others, the importance of equality and diversity within the workplace is something that cannot be stressed enough—meeting the expected standards to comply with legislative means that companies benefit themselves and their customer and clients.

The American Public Transportation Association (APTA) is launching the Racial Equity Commitment Pilot Program as a critical component of their approved Racial Equity Action Plan.

The Commitment Program is a two-year pilot program that provides APTA members with a tangible roadmap for advancing racial equity within their organizations as part of a comprehensive diversity, equity, and inclusion framework.

The benefits to participating in the Commitment Program, the creation of positive morale among employees, the enhancement of public relations with external stakeholders gives us a direct contribution to the body of knowledge on advancing racial equity in the transit industry, networking with other APTA members, and gaining recognition of the progress made.

Upon signing, Trinity Metro will be considered a founding signatory of the Commitment Program. Our organization will adhere to the timetable of year one and year two deliverables set out in the full program description and provide an annual progress report of steps made to achieve the core principles.

Through this pilot, APTA will test the efficacy of the five core principles:

1. Strategic Priority
2. Climate Assessment
3. Demographic Data
4. Policies, Programs and Practices
5. Dedicated Resources and Engagement

**RECOMMENDATION**

The Planning, Operations, and Marketing Committee recommends that the Trinity Metro Board of Directors authorize the President/CEO to sign the Signatory Commitment Form for Trinity Metro's participation in the American Public Transportation Association (APTA) Racial Equity Commitment 2-Year Pilot Program.

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**Disposition by Board of Directors**

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**Secretary Approval:**

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**DATE**

# BOARD OF DIRECTORS

## ACTION ITEM

Item Number: BA2022-22  
Item Title: Remix Route Planning Software

Meeting Date: January 24, 2022

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### **BACKGROUND**

Since 2017, Trinity Metro has been using REMIX, an Internet cloud-based route planning software solution. Being cloud-based, REMIX has facilitated interactive route planning at remote meetings and workshops. Also, Dallas Area Rapid Transit (DART) and Denton County Transportation Authority (DCTA) use REMIX and share draft route plans between agencies. In addition, REMIX provides functionality to almost instantly complete Federal Title VI service change equity analysis. This analysis is required for every significant change to ensure that service does not discriminate based on race or ethnicity and modifications do not adversely impact low-income populations while benefiting more affluent areas. Finally, REMIX streamlines the route planning process in the office, significantly reducing the amount of time necessary to draw a route on a map and generate a draft schedule. This process allows more options to be evaluated in a much shorter time, allowing staff to pursue additional objectives.

### **PROCUREMENT**

Trinity Metro's Procurement Department has followed its procurement policies and procedures with this single-source purchase and complies with all applicable Federal, State, and Trinity Metro procurement requirements.

### **FINANCING**

Funds for the first year of the contract are available in Trinity Metro's FY2022 Operating budget. Funds for future contract years will be considered in their proposed budget years.

### **DBE UTILIZATION**

There is no subcontracting opportunity in this software licensing agreement.

### **RECOMMENDATION**

The Planning, Operations and Marketing Committee recommends that the Trinity Metro Board of Directors authorize the President/ CEO to enter into a three-year subscription with REMIX for an Internet cloud-based route planning solution at a subscription rate of \$48,000 annually, increasing by \$2,000 each year for a total of \$150,000 from March 1, 2022, through February 28, 2025.

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### Disposition by Board of Directors

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

DATE \_\_\_\_\_



# BOARD OF DIRECTORS

## ACTION ITEM

Item Number: BA2022-23

Meeting Date: January 24, 2022

Item Title: Extension of ILA 078 for First/Last Mile Service in Alliance between Trinity Metro and Denton County Transportation Authority (DCTA)

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### **BACKGROUND**

In 2016, Trinity Metro's Master Plan identified first/last-mile challenges as a vital issue to address. The system lags behind the growing population's needs and services offered in peer cities. Trinity Metro continues to develop options to support core services, serve employers and workforce needs, increase ridership by improving access to convenient service, and take advantage of emerging technologies to test the viability of on-demand shared-ride pilot programs.

On February 1, 2019, Trinity Metro's Board of Directors approved BA2019-30 for First/Last Mile service in Alliance between Trinity Metro and Denton County Transportation Authority (DCTA). On January 25, 2021, Trinity Metro's Board of Directors approved BA2021-31, which lengthened the agreement for an additional one (1) year term through January 31, 2022.

Per Article II, Item 2.2, of ILA 078, Trinity Metro wishes to extend the agreement for an additional one (1) year term through January 31, 2023, and continue this service in partnership with DCTA through their existing contract with Lyft beginning February 1, 2022.

### **PROCUREMENT**

The Trinity Metro Procurement Department has followed its procurement policies and procedures with this single-source purchase and complies with all applicable Federal, State, and Trinity Metro procurement requirements.

### **FINANCING**

The North Central Texas Council of Governments (NCTCOG) will continue to reimburse Trinity Metro for eligible costs from February 1, 2022, through January 31, 2023. The reimbursement includes the cost of service, marketing, administrative fees, and personnel to manage the program. The maximum funding available to Trinity Metro to continue service is \$322,500.75.

There is no local match of funds required, and funds to cover the cost are included in Trinity Metro's FY2022 Operating Budget. Funds for future years of the contract will be considered in their proposed budgets years.

### **DBE UTILIZATION**

There is no subcontracting opportunity in this software licensing agreement.

**Item Number:** BA2022-23  
**Item Title:** Extension of ILA 078 for First/Last Mile Service in Alliance between Trinity Metro and Denton County Transportation Authority (DCTA)

**Meeting Date:** January 24, 2022  
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**RECOMMENDATION**

The Planning, Operations, and Marketing Committee recommends that the Trinity Metro Board of Directors authorize the President/CEO to extend Interlocal Agreement 078 for first/last mile service with Denton County Transportation Authority regarding Alliance ZIPZONE first/last-mile service for one year beginning February 1, 2022.

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**Disposition by Board of Directors**

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**Secretary Approval:**

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**DATE**

# BOARD OF DIRECTORS

## ACTION ITEM

Item Number: BA2022-24  
Item Title: Goverlan Reach Software

Meeting Date: January 24, 2022

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### BACKGROUND

The Information Technology department at Trinity Metro uses Goverlan Reach Software to provide remote access support into employees' workstations. This software allows for real-time access to log into workstations to troubleshoot open support tickets, reset passwords, map printers, install software, etc. In addition, Goverlan allows IT help desk staff to support staff more effectively and efficiently.

### PROCUREMENT

Trinity Metro's Procurement Department has followed its procurement policies and procedures with this sole source purchase and complies with all applicable Federal, State, and Trinity Metro procurement requirements.

### FINANCING

Funds for this contract are available in Trinity Metro's FY2022 Operating budget. Funds for future years of the contract will be considered in their respective proposed budgets.

### RECOMMENDATION

The Finance and Audit Committee recommends that the Trinity Metro Board of Directors authorize the President/CEO to enter into a contract with Goverlan for a 3-year agreement with the option to renew for two additional 1-year terms for \$144,000 plus a 5% (\$7,200) contingency, for a total amount of \$151,200

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Disposition by Board of Directors

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Secretary Approval:

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DATE

# BOARD OF DIRECTORS

## ACTION ITEM

Item Number: BA2022-25  
Item Title: GTS Technology

Meeting Date: January 24, 2022

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### **BACKGROUND**

GTS Technology supplies the wireless hardware and support maintenance used for the MG-70's and MG-90's on all Trinity Metro vehicles. This technology provides farebox probing, bus tracking, Intelligent Transit System communications, and bus camera connectivity. The MG-70's are at the end of life and will no longer be supported. This request is to migrate all MG-70's to MG-90's and service support for all products.

### **PROCUREMENT**

The Trinity Metro Procurement Department has followed its procurement policies and procedures with this sole source purchase and complies with all applicable Federal, State, and Trinity Metro procurement requirements.

### **FINANCING**

Funds for this contract are available in Trinity Metro's FY2022 Operating budget. Funds for future years of the contract will be considered in their respective proposed budgets.

### **RECOMMENDATION**

The Finance and Audit Committee recommends that the Trinity Metro Board of Directors authorize the President/Chief Executive Officer to approve additional funding for \$365,000 for the remaining two renewal options to Contract 18-029 with GTS Technology for the acquisition of vehicle routers on buses, paratransit, and support vehicles.

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Disposition by Board of Directors

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Secretary Approval:

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DATE

# BOARD OF DIRECTORS

## ACTION ITEM

Item Number: BA2022-26

Meeting Date: January 24, 2022

Item Title: Server Migration and DR Implementation

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### **BACKGROUND**

To minimize service downtime while performing routine maintenance, disaster avoidance, and technology refresh, Trinity Metro seeks to partner with the City of Fort Worth and migrate Trinity Metro services to the disaster recovery site currently used by the City of Fort Worth. Having redundancy at a remote location will eliminate data loss and continuity of service during planned outages and unforeseen disasters. Trinity Metro's disaster recovery solution will involve purchasing eight (8) servers with redundant circuits, hardware, and power supplies to install in the remote location.

### **PROCUREMENT**

Per the Trinity Metro Procurement Policy, Dell's quotation for the servers, infrastructure, and related software will be secured using an established State of Texas Department of Information Resources (DIR) contract (DIR-TSO-3763). These types of contracts allow eligible customers, such as Trinity Metro, to buy IT products, services, and software at aggressive discounts. This contract complies with state purchasing requirements for fair and open competition.

### **FINANCING**

Funds for this project are available in Trinity Metro's FY2022 Capital Budget.

### **RECOMMENDATION**

The Finance and Audit Committee recommends that the Trinity Metro Board of Directors authorize the President/CEO to approve purchase(s) associated with the replacement of technology equipment from Dell Marketing L.P and their service resellers in the amount of \$635,000.

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### Disposition by Board of Directors

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

DATE \_\_\_\_\_

# BOARD OF DIRECTORS

## ACTION ITEM

Item Number: BA2022-27  
Item Title: Zenoss Software

Meeting Date: January 24, 2022

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### **BACKGROUND**

Zenoss is Trinity Metro's software to monitor our Information Technology infrastructure. This software gives IT complete visibility to all connected components that we support. Zenoss allows IT to see the status of all services and predicts which could be impacted by events or outages. Zenoss can identify common performance issues to improve overall service quality and reduce the risk to critical services.

### **PROCUREMENT**

The Trinity Metro Procurement Department has followed its procurement policies and procedures with this sole source purchase and complies with all applicable Federal, State, and Trinity Metro procurement requirements.

### **FINANCING**

Funds are available in Trinity Metro's FY2022 Operating Budget to finance the cost of this contract. In addition, funds for future contract years will be considered in their proposed budget years.

### **RECOMMENDATION**

We request the Finance and Audit Committee recommends that the Trinity Metro Board of Directors authorize the President/CEO to enter into a contract with Zenoss for a 3-year agreement with the option to renew for two additional 1-year terms for \$477,000 plus a 5% (\$23,850) contingency, for a total amount of \$ 500,850.

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### Disposition by Board of Directors

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Secretary Approval:

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DATE