BOARD OF DIRECTORS
MEETING
MONDAY FEBRUARY 28, 2022 3:30 P.M.
BOARD OF DIRECTORS MEETING
AGENDA
MONDAY FEBRUARY 28, 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 – February 10, 2022—Jeff Davis
   • Commuter Rail Committee Working Session – February 14, 2022—Charles Edmonds
   • Planning/Operations/Marketing Committee Working Session– February 14, 2022—Chris Nettles
   • Finance & Audit Committee Working Session – February 14, 2022—Nick Genua

D. ITEMS TO BE WITHDRAWN FROM CONSENT AGENDA

E. CONSENT AGENDA
   1. BA2022-28  Highway-Rail Signal Interface Agreement for Signal Modifications at the 23rd Street Crossing
   2. BA2022-29  Proposed Changes to the Trinity Metro Procurement Policy
   3. BA2022-30  AT&T Data Circuit

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 MARCH 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: BA2022-28  
Item Title: Highway-Rail Signal Interface Agreement for Signal Modifications at the 23rd Street Crossing

Meeting Date: February 28, 2022

BACKGROUND

On October 25, 2021, the Trinity Metro Board of Directors approved BA-2022-02 for signal modifications needed at the 23rd Street crossing to improve train performance for $263,684.

The initial cost approved by the Board of Directors was based on utilizing the existing REMOTE HOUSE (located about 1,000 feet from the Tower 60 interlocker). Upon further engineering review and a revised field survey, it was determined that an additional NEW REMOTE HOUSE would be required to provide the necessary signal "looks" in both directions thru/beyond the interlocker. Since the EXISTING REMOTE HOUSE was too far from the interlocker to run track wires, a new DAX Cable would need to be installed between the NEW and EXISTING Remote Houses turn will communicate to the NE 23rd Street crossing signals. In addition, the crossing controller in the EXISTING REMOTE HOUSE will need to have the HXP-3R2 replaced with a new XP-4 for compatibility.

Trinity Metro had a third party review the BNSF proposal, and no exceptions were taken.

Trinity Metro would like to execute a Highway-Rail Signal Interface Agreement with BNSF for completing the signal modifications from Tower 60 to the 23rd Street grade crossing.

FINANCING

The BNSF Highway-Rail Signal Interface Agreement will be funded from the TEXRail Program budget included in Trinity Metro's FY2022 Capital Budget.

RECOMMENDATION

The Commuter Rail Committee recommends that the Trinity Metro Board of Directors authorize the President/Chief Executive Officer to execute the Highway-Rail Signal Interface Agreement with BNSF for $397,171 plus 20% contingency ($79,434) for a not to exceed the amount of $476,605. This amount is an increase of $212,921 above the previously approved amount of $263,684.

Disposition by Board of Directors

Secretary Approval: _______________________________  DATE: _______________________________
BOARD OF DIRECTORS

ACTION ITEM

Item Number: BA2022-29
Item Title: Proposed Changes to the Trinity Metro Procurement Policy
Meeting Date: February 28, 2022

BACKGROUND

The Trinity Metro Procurement Policy must adhere to federal, state, and local laws for procurement. The last Board review of the policy was in March 2019 (BA2019-45). However, recent changes in federal procurement simplified acquisition thresholds, prompting another policy review.

The current Trinity Metro Procurement Policy requires Board approval to award contracts where the aggregate amount of the contract and or purchase order is $50,000 or greater. Contracts and purchase orders less than $50,000 may be awarded by the President/CEO as long as they are within operating or capital budgeted amounts approved by the Board.

On December 12, 2017, the National Defense Authorization Act (NDAA) was enacted, revising the federal procurement thresholds. Revisions included but were not limited to raising the federal simplified acquisition threshold from $150,000 to $250,000. In 2018, the Federal Transit Administration Region VI gave the North Central Texas Council of Governments (NCTCOG) approval to implement the revised, simplified threshold. However, due to restrictions under state law, contracts and purchase orders involving expenditures of $50,000 or more will continue to follow the formal open competitive procurement requirements under Chapter 452 of the Texas Transportation Code.

To align Trinity Metro’s procurement and contracting practices with those of other federal-funded transit agencies, the Procurement Department recommends amending the Procurement Policy to increase the threshold amount for Board approval from $50,000 to $250,000, and that the President and Chief Executive Officer threshold amount for the execution of contracts, purchase orders, change orders and related documents be increased from $50,000 to $250,000.

Increasing the Board approval required threshold and increasing the President and Chief Executive Officer signature authority from $50,000 to $250,000 will improve the Agency’s ability to deliver goods and services more efficiently and effectively.

RECOMMENDATION

The Planning, Operations, and Marketing Committee recommends that the Trinity Metro Board of Directors authorize the current Board approval threshold to be increased from $50,000 to $250,000 and to increase the threshold amount of the President and Chief Executive Officer delegated authority for execution of contracts, purchase orders, and contract changes up to an aggregate amount up to $250,000 and amend the current Procurement Policy accordingly.

Disposition by Board of Directors

Secretary Approval: [Signature] Date: [Date]
BACKGROUND

To migrate our data to the Disaster Recovery site shared by the City of Fort Worth, Trinity Metro needs to purchase a 10-gigabyte data circuit. This migration will allow an efficient data flow to a dedicated point-to-point transmission path.

PROCUREMENT

Per the Trinity Metro Procurement Policy, A T & T Services will be secured using an established State of Texas Department of Information Resources (DIR) contract (DIR-TELE-CTSA-002). These types of contracts allow eligible customers, such as Trinity Metro, to buy technology-related products, services, and software at aggressive discounts. This contract complies with state purchasing requirements for fair and open competition.

FINANCING

Funds for the first year of the contract are included 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 enter into a contract with AT&T for a one-year term with an option to renew for five (5) additional one-year terms for a cost of $321,840 plus a 10% ($32,184) contingency, for a total amount of $354,024.