BOARD OF DIRECTORS
MEETING
MONDAY APRIL 25, 2022 3:30 P.M.
BOARD OF DIRECTORS MEETING

AGENDA

MONDAY APRIL 25, 2022 3:30 P.M.

801 GROVE STREET
Downtown Fort Worth
Fort Worth, Texas 76102

CALL TO ORDER

CITIZEN COMMENTS

COMMITTEE REPORTS

1. Regional Transportation Council  April 14, 2022  Jeff Davis
2. Commuter Rail Committee Working Session  April 18, 2022  Charles Edmonds
3. Planning/Operations/Marketing Committee Working Session  April 18, 2022  Chris Nettles
4. Finance & Audit Committee Working Session  April 18, 2022  Nick Genua
5. ACCESS Advisory Committee  March 2, 2022  Sharla Williams
6. Fort Worth Bike Sharing Advisory Committee  February 8, 2022  Ben Robertson

ACTION ITEM

1. BA2022-31  Fort Worth Bike Sharing Fare Change Request  Jennifer Grissom

ITEMS TO BE WITHDRAWN FROM CONSENT AGENDA

CONSENT AGENDA

1. BA2022-32  TRE Security Camera System Replacement
2. BA2022-33  TEXRail Traffic Signal Construction at Iron Horse Blvd and Boulder
3. BA2022-34  Construction Oversight Services related to DART Silver Line Project
4. BA2022-35  Web Development Services
5. BA2022-36  Security Services

FORT WORTH TRANSPORTATION AUTHORITY

CHRISTOPHER CHAMPION

SCHOLARSHIP RECIPIENTS

CAPITAL PROJECTS UPDATE

PRESIDENT’S REPORT

CHAIR’S REPORT
OTHER BUSINESS

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. BA2022-37 TEXRail MMF Warranty Settlement Agreement

RECONVENE

VOTE ON ACTION TAKEN ON MATTERS DELIBERATED IN EXECUTIVE SESSION

ADJOURN

THE NEXT MEETING WILL BE HELD ON MAY 23, 2022 AT 3:30 PM AT 801 GROVE STREET, DOWNTOWN FORT WORTH, 76102.
ACTION ITEM
BOARD OF DIRECTORS

ACTION ITEM

Item Number: BA2022-31
Item Title: Bike Day Pass Pricing Increase
Meeting Date: April 25, 2022

BACKGROUND

After reviewing industry standards and previous years’ ridership, the Fort Worth Bike Sharing Committee recommends a price increase for the day pass from $8 to $10. As ridership increases, so does the need for bike and kiosk maintenance materials. Additionally, we have seen a rise in costs for the needed materials.

<table>
<thead>
<tr>
<th>Comparable City</th>
<th>Day Pass Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>San Antonio</td>
<td>Currently $15; no plans to increase</td>
</tr>
<tr>
<td>Austin</td>
<td>Currently $1.09 to unlock &amp; $.23/min. OR $12.99 for a Day Pass; plans to increase pricing in 2022</td>
</tr>
<tr>
<td>Houston</td>
<td>Currently $3 for 30 minutes – no day pass option; plans to increase pricing in 2022</td>
</tr>
</tbody>
</table>

PUBLIC COMMENTS

A public meeting was held on March 16th to gather public comment.

No comments were made at the public meeting, and no comments have been submitted at the time of this meeting.

FINANCING

An increase in day pass pricing can provide enough funding to purchase an additional 25 electric-assist bikes and provide the necessary funding needed to continue safe operations.

RECOMMENDATION

The Fort Worth Bike Sharing Advisory Committee recommends that the Trinity Metro Board of Directors authorize the increase in price for a bike day pass from $8 to $10.

Disposition by Board of Directors

Secretary Approval: [Signature]
DATE

TRINITY METRO
CONSENT AGENDA
BOARD OF DIRECTORS

ACTION ITEM

Item Number: BA2022-32
Item Title: TRE Security Camera System Replacement

Meeting Date: April 25, 2022

BACKGROUND

This project aims to replace an antiquated analog camera surveillance system with a modernized, more robust surveillance system designed to provide video surveillance at each of the four Tarrant County TRE park-and-ride stations and platforms, including Fort Worth Central Station. Once the station becomes operational, the new video surveillance system will integrate with the new TRE Trinity Lakes Station. On April 27, 2021, an RFP solicited proposals for the TRE Security Camera System Replacement Project; only one submission was received at a proposed cost of $1,100,000. After review, it was in the best interest of Trinity Metro to reject the proposal and elect to use the State of Texas Department of Information Resources (DIR) Contract Number DIR-CPO-4742 for this project.

PROCUREMENT

Per the Trinity Metro Procurement Policy, the new video surveillance system will be secured using an established State of Texas Department of Information Resources (DIR) contract (DIR-CPO-4742). 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.

FINANCE

Funds for this project are included in the Trinity Metro FY2022 Capital Budget. In addition, federal funding through Section 5307 grant funds for security will cover 80% of the project cost, and the Trinity Metro local match will be 20%.

RECOMMENDATION

The Commuter Rail Committee recommends that the Trinity Metro Board of Directors authorize the President/Chief Executive Officer to execute a contract with Preferred Technologies for $315,926.52 plus a 15% contingency for $47,388.98 to cover any unforeseen services, for a total amount of $363,315.50.

Disposition by Board of Directors

Secretary Approval: __________________________  DATE: __________________________
BOARD OF DIRECTORS

ACTION ITEM

Item Number: BA2022-33  
Meeting Date: April 25, 2022

Item Title: TEXRail Traffic Signal Construction at Iron Horse Blvd and Boulder

BACKGROUND

During the TEXRail Iron Horse Station design in North Richland Hills, a traffic analysis was performed to assess the impact of the Iron Horse Station traffic on the nearest critical intersections. A Capacity Analysis showed that the intersection of Iron Horse Boulevard and Boulder Drive would not operate at an acceptable level of service unless traffic improvements were implemented. The traffic analysis also considered traffic volumes from the TEXRail Station and mixed-use development in the area. The traffic analysis showed a traffic signal was needed at the intersection of Iron Horse Boulevard and Boulder Drive.

In November 2020, Trinity Metro signed an agreement with the City of North Richland Hills and a Developer to construct the traffic signal needed at the intersection of Iron Horse Boulevard and Boulder Drive to improve vehicular safety, bicycle, and pedestrian traffic.

An Invitation for Bid (IFB 22-T014) for Traffic Signal Construction was issued and advertised on Trinity Metro’s website. Two (2) contractors responded to the Invitation for Bid and complied with the requirements. Responding contractors were Road Solutions and Durable Specialties, Inc. Road Solutions was the lowest, most responsive, and responsible bidder.

PROCUREMENT

Trinity Metro’s Procurement Department has followed its procurement policy with this invitation for bid and complies with all applicable Federal, State, and Trinity Metro procurement requirements.

FINANCING

The Traffic Signal Construction Project will use the TEXRail Program budget funds in the Trinity Metro FY2022 Capital Budget. Trinity Metro is responsible for sixty percent (60%) of the project construction cost. The Developer will reimburse Trinity Metro forty percent (40%) of the construction cost.

(continued on next page)
DISADVANTAGED BUSINESS ENTERPRISE UTILIZATION

A Disadvantaged Business Enterprise (DBE) Goal of 12% was established for this solicitation. Road Solutions has committed to meet or exceed the established DBE Goal for this contract.

RECOMMENDATION

The Commuter Rail Committee recommends that the Trinity Metro Board of Directors authorize the President/CEO to enter into a contract with Road Solutions for $453,585.62 with a 10% ($45,358.56) contingency for unforeseen expenses, for a total amount of $498,944.18.
BOARD OF DIRECTORS
ACTION ITEM

Item Number: BA2022-34  Meeting Date: April 25, 2022
Item Title: Construction Oversight Services related to DART Silver Line Project

BACKGROUND

In April 2021, Trinity Metro (TM) and DART executed the Dallas/Fort Worth International Airport (DFWIA) Operating Agreement, allowing DART access to and use of the TEXRail easement and improvements in DFWIA. Under the terms of the agreement, TM issued a Task Order to TranSystems to review the Silver Line plans. This review has been substantially completed, and DART and its Contractor are ready to increase construction activities inside the TEXRail easement.

The DFWIA Operating Agreement Article 8 Design, Construction and Maintenance, paragraph d. Plan Approval and Third-Party Costs states the following:

DART shall be responsible for paying all reasonably necessary actual, third party expenses incurred by Trinity Metro for consultants, engineers, surveyors, construction managers, construction observers, and the like that Trinity Metro reasonably retains in connection with its administration of DART’s design or construction activities, including all third-party charges, expenses, and reimbursements associated with on-site inspection and observation, flagging, design package, plan, and construction document review, force account work, or similar tasks, and DART will reimburse Trinity Metro within thirty (30) days of DART's receipt of invoices from Trinity Metro regarding such expenses. Trinity Metro's construction observers and inspectors will not direct or control construction activities, subject to the right of any such observer or inspector to notify DART of any complaints or concerns and to make recommendations to Trinity Metro.

This Action Item is to request the Commuter Rail Committee approval to issue a task order to TranSystems to assist Trinity Metro as Owner's Representative during the construction of the Silver Line at DFWIA.

FINANCING

The costs for Construction Oversight Services related to the Silver Line project will be reimbursed 100% by DART as stated in the DFWIA Operating Agreement.

RECOMMENDATION

The Commuter Rail Committee recommends that the Trinity Metro Board of Directors authorize the President / Chief Executive Officer to issue a Task Order to TranSystems for $444,853.71. Trinity Metro included and retains a 10% ($44,485.37) contingency for unforeseen circumstances for a total not-to-exceed amount of $489,339.08 for Construction Oversight Services.

Disposition by Board of Directors

Secretary Approval:  DATE
BOARD OF DIRECTORS

ACTION ITEM

Item Number: BA2022-35  Meeting Date: April 25, 2022
Item Title: Web Development Services

BACKGROUND

Trinity Metro uses RIDETRINITYMETRO.org and trinityrailwayexpress.org to promote our services, help customers plan trips, share vital communications with the community, post public notices, and generate ticket sales. The Trinity Metro site draws nearly 44,000 visitors to its site each month, and the TRE site sees a monthly average of more than 30,000 visitors. With almost 75,000 people viewing the sites each month, there is a compelling ongoing need to maintain the functionality of these sites and keep online material relevant and updated. We look to contract dedicated web development services to ensure both sites provide the best user experience while maintaining Trinity Metro’s brand standards. Beyond development and maintenance, this contractor will be responsible for SEO (search engine optimization) strategy and monitoring ADA compliance on our websites.

PROCUREMENT

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

FINANCING

Funds are included in the Trinity Metro FY2022 Operating Budget through the permitted reallocation of approved funding levels from timing differences or project cost variations for operating expenditures. Consequently, approval of this Action Item should not result in a net modification of funding levels for operating expenditures in FY2022. Funds for future years of the contract will be considered in the proposed operating budgets for those years.

RECOMMENDATION

The Planning, Operations, and Marketing Committee recommends that the Trinity Metro Board of Directors authorize the President/CEO to authorize an agreement with Planeteria Media for web development services for one year with two optional renewal years. The annual cost is not to exceed $150,000 for a total not-to-exceed amount of up to $450,000.

Disposition by Board of Directors

Secretary Approval:  DATE

TRINITY METRO
BOARD OF DIRECTORS

ACTION ITEM

Item Number: BA2022-36
Item Title: Security Services Contract
Meeting Date: April 25, 2022

BACKGROUND

In April 2017, Trinity Metro entered a three-year agreement and two optional one-year terms, with Allied Universal Services, under contract #17-010. The security services agreement provides security protection for Trinity Metro customers, employees, and physical assets. Services included are 24-hour site security at the Fort Worth Central and Texas & Pacific Commuter Rail Stations; security vehicle patrols of the TEX Rail and TRE remote rail stations; and off-duty police officers providing security protection on board the TEX Rail and TRE rail systems, as well as Fixed Bus mobile police response and monitoring of transfer centers. The security services contract expires on April 20, 2022.


An evaluation committee reviewed the proposals based on: 1) Firm Background/Qualifications, 2) Past Experience/References, 3) Method and Approach, 4) Base Pricing, and 5) DBE Utilization. As a result, the top four ranked firms, Universal Protection Service, LP, Securitas Security Services USA, Inc., L&P Global Security, Walden Security, were selected for interviews based on the initial RFP evaluation process.

The top-rated firm, Universal Protection Services, is recommended based on the highest overall points evaluated for their proposal. Universal has proposed rates for providing armed guard services (non-lethal) as a service option.

<table>
<thead>
<tr>
<th>Firm</th>
<th>Universal Protection Service, LP</th>
<th>Securitas Security Services USA, Inc.</th>
<th>Walden Security</th>
<th>L&amp;P Global Security</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Score</td>
<td>91.6</td>
<td>82.4</td>
<td>80.6</td>
<td>79.8</td>
</tr>
</tbody>
</table>

The proposal submitted was based on annual hours estimated in the RFP to be 73,398 hours for unarmed services and 47,047 hours for off-duty police officers. However, to align the proposed contract’s cost with the independent cost estimate and budget, the hours have been reduced to 50,310 hours for unarmed services and 24,531 hours for off-duty police officers.

Each year the hours will be reviewed based on security needs. Increases are capped at the original RFP estimated service hours of 73,398 hours for unarmed services and 47,047 hours for off-duty police officers. All hours will be provided at Universal’s proposed billable rates. Increases resulting in a value greater than $250,000 will be brought to the Trinity Metro Board of Directors for approval.
PROCUREMENT

The Trinity Metro Procurement Department has followed procurement policy with this request for proposal and complies with all applicable Federal, State, and Trinity Metro procurement requirements.

FINANCE

Funding for the first year of this security services contract is available in the Trinity Metro FY2022 Operating Budget. Funds for future years of the contract will be considered in the respective proposed budgets.

DISADVANTAGED BUSINESS ENTERPRISE UTILIZATION

A Disadvantaged Business Enterprise (DBE) Goal of 20% was established for this solicitation.

RECOMMENDATION

The Planning, Operations & Marketing Committee recommends that the Trinity Metro Board of Directors authorize the President and Chief Executive Officer to execute a three-year security services contract, with two one-year option renewals, with Universal Protection Service-LP, in an amount up to $14,782,318.44.
INFORMATION ITEMS
Christina Champion, Human Resource Manager, will present the names of the Fort Worth Transportation Authority FY2023 Scholarship Award Winners.
Chad Edwards, Vice President of Planning and Development, will present an update on Trinity Metro Capital Projects.
BOARD OF DIRECTORS EXECUTIVE SESSION
ACTION ITEM

Item Number: BA2022-37
Item Title: TEXRail MMF Warranty Settlement Agreement

Meeting Date: April 25, 2022

(To be discussed in Executive Session)