



**MASS TRANSIT DEPARTMENT BOARD MINUTES  
CITY COUNCIL CHAMBERS  
May 9, 2023**

A meeting of the Mass Transit Department Board was called to order at 10:02 a.m. Board Chair Oscar Leaser was present and presiding and the following Board Members answered roll call: Brian Kennedy, Alexandra Anello, Cassandra Hernandez, Joe Molinar, Isabel Salcido, Art Fierro, Henry Rivera, and Chris Canales.

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**CALL TO THE PUBLIC – PUBLIC COMMENT**

This time is reserved for members of the public who would like to address the Mass Transit Department Board on items that are not on the Mass Transit Department Board Agenda.

No members of the public commented.

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**CONSENT AGENDA**

Motion made by Board Member Molinar, seconded by Board Member Fierro, and unanimously carried to **APPROVE, AS REVISED**, all matters listed under the Consent Agenda unless otherwise noted (Items approved, postponed, or deleted pursuant to the vote on the Consent Agenda will be shown with an asterisk.)

AYES: Board Members Kennedy, Anello, Hernandez, Molinar, Salcido, Fierro, Rivera, Canales, and Board Chair Leaser

NAYS: None

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**CONSENT AGENDA APPROVAL OF MINUTES**

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**Goal 6: Set the Standard for Sound Governance and Fiscal Management**

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1. \*Motion made, seconded, and unanimously carried to **APPROVE** the minutes of the Special Mass Transit Board Meeting of March 28, 2023.

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**CONSENT AGENDA – REQUEST TO EXCUSE ABSENT MASS TRANSIT BOARD MEMBERS**

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2. \*Motion made, seconded, and unanimously carried to **DELETE** the request to excuse Board Member Joe Molinar from the May 9, 2023, Mass Transit Department Board meeting.

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**CONSENT AGENDA – RESOLUTIONS**

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**Goal 6: Set the Standard for Sound Governance and Fiscal Management**  
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3.

**\*RESOLUTION**

**BE IT RESOLVED BY THE CITY OF EL PASO MASS TRANSIT DEPARTMENT:**

That the City of El Paso Mass Transit Department hereby approves the adoption of the Purchasing & Strategic Sourcing Amended and Restated Procurement and Sourcing Policy for the City of El Paso, which is attached as Exhibit A\*\* of this resolution.

\*\*Exhibit is available at the City Clerk's Office.

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**Goal 7: Enhance and Sustain El Paso's Infrastructure Network**  
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4.

**\*RESOLUTION**

THAT the City Manager be authorized to sign the Consent to Assignment of Contract No. 2018-1293 Printed Bus Passes by and between the City of El Paso, Electronic Data Magnetics, Inc. ("Assignor") and EDM Technology, Inc. ("Assignee").

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**CONSENT AGENDA – REQUESTS TO ISSUE PURCHASE ORDERS**  
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**Goal 7: Enhance and Sustain El Paso's Infrastructure Network**  
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5. \*Motion made, seconded, and unanimously carried to **AUTHORIZE** the Managing Director of the Purchasing & Strategic Sourcing Department to issue a Purchase Order(s) to Avail Technologies, Inc. the sole and authorized distributor for 2023-0420 Enterprise Resource Management (ERP) Software and Support for a term of three (3) years for an estimated amount of \$254,284.00, with the stipulation that the vendor provides an updated sole source letter and affidavit each year. This contract will allow for the purchase of myAvail Enterprises Transit Solution (ETMS) software cloud base conversion, warranty, maintenance, and support directly from Avail necessary to support the converted software cloud base system and maintain the functionality of the Enterprise Resource Management (ERP) software.

Department:	Mass Transit (Sun Metro)
Award to:	Avail Technologies, Inc. State College, PA
Year 1 Total:	\$105,450.00
Year 2 Total:	\$72,602.00
Year 3 Total:	\$76,232.00
Total Estimated Amount:	\$254,284.00 (3 years)
Account No.:	560-3200-60030-522020-P6005
Funding Source:	Sun Metro Operating Fund
District(s)	All
Sole Source No.:	2023-0420

This is a Sole Source contract.

The Purchasing & Strategic Sourcing and Mass Transit (Sun Metro) Departments recommend that the contract be awarded as indicated to Avail Technologies, Inc. the sole source and authorized distributor for myAvail Enterprises Transit Solution (ETMS) software cloud base conversion, warranty, maintenance, and support.

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**6.** \*Motion made, seconded, and unanimously carried to **AUTHORIZE** the Managing Director of Purchasing & Strategic Sourcing to issue a Purchase Order to Ace Government Services, LLC referencing Contract 2017-1280 Janitorial Services – Mass Transit (Sun Metro). This will be a change order to increase the award by \$228,187.74 for a total amount not to exceed \$2,139,911.99. This change order will add capacity to the current contract for an additional six (6) months of janitorial services for bus shelters.

Department: Mass Transit (Sun Metro)  
Award to: Ace Government Services, LLC  
El Paso, TX  
Total Estimated Amount: \$228,187.74  
Account No: 560-3215-522060-60050-P6018-P60FTA117-G60195307  
Funding Source: FTA Formula 5307 Grant  
District(s): All

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**REGULAR AGENDA – OTHER BUSINESS**

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**Goal 6: Set the Standard for Sound Governance and Fiscal Management**

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**7.**

**RESOLUTION**

**BE IT RESOLVED BY THE CITY OF EL PASO MASS TRANSIT DEPARTMENT:**

To authorize the City Manager or his/her designee to amend the FY2023 Mass Transit Budget to allow the transfer of \$2.5 million from the Sun Metro Operating fund to the Sun Metro Capital fund to complete the purchase of buses and equipment as approved by City Council in Schedule A of the FY2023 Mass Transit Board Budget Resolution.

Board Member Annello commented.

Ms. Ellen Smyth, Chief Transit and Field Operations Officer, commented.

Motion made by Board Member Canales, seconded by Board Member Molinar, and unanimously carried to **APPROVE** the Resolution.

AYES: Board Members Kennedy, Annello, Hernandez, Molinar, Salcido, Fierro, Rivera, Canales, and Board Chair Leaser

NAYS: None

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**ADJOURN**

Motion made by Board Member Rivera, seconded by Board Member Molinar, and unanimously carried to **ADJOURN** the meeting at 10:05 a.m.

AYES: Board Members Kennedy, Annello, Hernandez, Molinar, Salcido, Fierro, Rivera,  
Canales, and Board Chair Leeser

NAYS: None

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**APPROVE AS TO CONTENT:**

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Anthony Dekeyzer, Director