



**MASS TRANSIT DEPARTMENT BOARD MINUTES  
CITY COUNCIL CHAMBERS  
December 3, 2024**

A meeting of the Mass Transit Department Board was called to order at 10:28 a.m. Board Chair Oscar Leaser was present and presiding and the following Board Members answered roll call: Brian Kennedy, Josh Acevedo, Cassandra Hernandez, Isabel Salcido, Joe Molinar, Henry Rivera, and Chris Canales. Board Member Fierro was not present. Board Member Chris Canales requested to be excused.

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**NOTICE TO THE PUBLIC:**

Motion made by Board Member Rivera, seconded by Board Member Salcido 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.)

<b>AYES:</b>	Board Chair Leaser and Board Members Kennedy, Acevedo, Hernandez, Molinar, Salcido, and Rivera
<b>NAYS:</b>	None
<b>ABSENT:</b>	Board Members Fierro and Canales

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**CONSENT AGENDA – APPROVAL OF MINUTES:**

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

1. \*Motion made, seconded, and unanimously carried to **APPROVE** the minutes of the Regular Mass Transit Department Board meeting of October 8, 2024.
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**CONSENT AGENDA – REQUEST TO EXCUSE ABSENT MASS TRANSIT BOARD MEMBERS:**

2. \*Motion made, seconded, and unanimously carried to **EXCUSE** Board Member Chris Canales from the December 3, 2024, Mass Transit Department Board Meeting.
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## GOAL 7: Enhance and Sustain El Paso's Infrastructure Network

### REGULAR AGENDA – OTHER BIDS, CONTRACTS, PROCUREMENTS:

3. Motion made by Board Member Molinar, seconded by Board Member Hernandez, and unanimously carried to **AWARD** Solicitation 2024-0129 Air and Fluid Filter Elements to Vehicle Maintenance Program for an initial term of three (3) years for an estimated amount of \$1,158,150.30. The award also includes a two (2) year option for an estimated about of \$772,100.20. The total contract time is for five (5) years for a total estimated amount of \$1,930,250.50. This contract will allow Sun Metro to purchase Air and Fluid Filter Elements required for the maintenance of the transit fleet.

#### Contract Variance:

The differences based in comparison to the previous contract is as follows: An increase of \$110,942.85 for the initial term, which represents a 10.59% increase due to higher unit prices.

Department:	Mass Transit (Sun Metro)
Award to:	Vehicle Maintenance Program
City & State:	Boca Raton, FL
Item(s):	All
Initial Term:	3 Years
Option Term:	2 Years
Total Contract Time:	5 Years
Annual Estimated Award:	\$386,050.10
Initial Term Estimated Award:	\$1,158,150.30
Option Term Estimated Award:	\$772,100.20
Total Estimated Award	\$1,930,250.50
Account(s)	560 – 3200 – 60060 – 522205 – P6019
Funding Source(s):	Sun Metro Operating Fund
District(s):	All

This was a Low Bid Procurement - unit price contract

The Purchasing & Strategic Sourcing and Mass Transit (Sun Metro) departments recommend award as indicated to Vehicle Maintenance Program, the lowest responsive and responsible bidder, and that LWK Truck Parts – El Paso be deemed non-responsive due to not submitting bid for all line items.

It is requested that the City Manager be authorized to establish the funding sources and make any necessary budget transfers and execute any and all documents necessary for execution of this award.

In accordance with this award, the City Manager or designee is authorized to exercise future options if needed.

<b>AYES:</b>	Board Chair Leaser and Board Members Kennedy, Acevedo, Hernandez, Molinar, Salcido, and Rivera
<b>NAYS:</b>	None

**ABSENT:** Board Members Fierro and Canales

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**ADJOURN**

Motion made by Board Member Rivera, seconded by Board Member Salcido, and unanimously carried to **ADJOURN** the meeting at 10:33 a.m.

**AYES:** Board Chair Leeser and Board Members Kennedy, Acevedo, Hernandez, Molinar, Salcido, and Rivera

**NAYS:** None

**ABSENT:** Board Members Fierro and Canales

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Approved as to content:

  
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Anthony DeKeyzer, Director of Mass Transit