



## **AGENDA FOR THE MASS TRANSIT DEPARTMENT BOARD MEETING**

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**February 03, 2026**  
**COUNCIL CHAMBERS, CITY HALL, 300 N. CAMPBELL AND VIRTUALLY**  
**11:30 AM**

**Teleconference phone number: 1-915-213-4096**  
**Toll free number: 1-833-664-9267**  
**Conference ID: 661-985-659#**

Members of the public may view the meeting via the following means:

Via the City's website. <http://www.elpasotexas.gov/videos>  
Via television on City15,  
YouTube: <https://www.youtube.com/user/cityofelpasotx/videos>

In compliance with the requirement that the City provide two-way communication for members of the public, members of the public may communicate with Council during public comment, and regarding agenda items by calling either of the numbers listed above and entering the corresponding conference ID.

**The public is strongly encouraged to sign up to speak on items on this agenda before the start of this meeting on the following links:**

<https://www.elpasotexas.gov/city-clerk/forms/>

<https://app.smartsheet.com/b/form/7086be5f4ed44a239290caa6185d0bdb>

**A quorum of the Mass Transit Department Board must participate in the meeting.**

### **ROLL CALL**

### **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.**

**Members of the public may communicate with Board Members during public comment, and**

regarding agenda items by calling 1-915-213-4096 or toll free number 1-833-664-9267 at the prompt please enter the following Conference ID:661-985-659#

A sign-up form is available on line at:

<https://app.smartsheet.com/b/form/dfad29e838da41fd86052bb264abd397>

for those who wish to sign up in advance of the meeting date. Requests to speak must be received by 9:00 a.m. on the date of the meeting. Thirty minutes in total is allotted for speakers.

### **NOTICE TO THE PUBLIC:**

All matters listed under the CONSENT AGENDA, including those on the Addition to the Agenda, will be considered by Mass Transit Department Board to be routine and will be enacted by one motion unless separate discussion is requested by Board Members. Prior to the vote, members of the audience may ask questions regarding items on the consent agenda. When the vote has been taken, if an item has not been called out for separate discussion, the item has been approved. The Mass Transit Department Board may, however, reconsider any item at any time during the meeting.

### **CONSENT AGENDA - APPROVAL OF MINUTES:**

1. Approval of Minutes of the Mass Transit Department Board Meeting of January 6, 2026. [26-0180](#)

#### **All Districts**

Sun Metro Mass Transit, Anthony R. DeKeyzer, (915) 212-3306

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

2. Request to excuse Board Member Art Fierro from the February 3, 2026, Mass Transit Department Board Meeting. [26-0215](#)

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

3. Discussion and action on the request that the Director of Purchasing & Strategic Sourcing be authorized to issue Purchase Order(s) for Solicitation 2026-0159 New Alternators and Parts to Romaine Electric Corporation the sole authorized distributor for an initial term of (3) years for an estimated amount of \$255,000.00. Supplier will be required to provide an updated sole source letter and affidavit each year. This contract will allow Sun Metro Parts to purchase New Alternators and parts for the departments fleet of fixed routes vehicles which operated with Almott 550amp. [26-0181](#)

#### Contract Variance:

The difference based in comparison to the previous contract is as follows: A decrease of \$134,100.00 for the initial term, which represents a 34.46% decrease due to the use of new bus units with fewer components failures and

reduced repair and replacement needs.

Department:	Sun Metro Mass Transit
Award to:	Romaine Electric Corporation
City & State:	Kent, WA
Item(s):	All
Initial Term:	3 Years
Total Contract Time:	3 Years
Annual Estimated Award:	\$85,000.00
Initial Term Estimated Award:	\$255,000.00
Total Estimated Award:	\$255,000.00
Account(s):	560-3200-P6017-60050-531180
Funding Source(s):	Sun Metro Operating Fund
District(s):	All

Non-Competitive Procurement under Local Government General Exemption:  
Section 252.022 (7) a procurement of items that are available from only one source, (D) captive replacement parts or components for equipment;

The Purchasing & Strategic Sourcing and Sun Metro (Mass Transit) departments recommend award as indicated to Romaine Electric Corporation under the exemption listed above.

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.

**All Districts**

Sun Metro Mass Transit, Anthony R. DeKeyzer, (915) 212-3306  
Purchasing and Strategic Sourcing, Claudia A. Garcia, (915) 212-0043

**EXECUTIVE SESSION**

The Mass Transit Department Board of the City of El Paso may retire into EXECUTIVE SESSION pursuant to Section 3.5A of the El Paso City Charter and the Texas Government Code, Chapter 551, Subchapter D, to discuss any of the following: (The items listed below are matters of the sort routinely discussed in Executive Session, but the Mass Transit Department Board of the City of El Paso may move to Executive Session any of the items on this agenda, consistent with the terms of the Open Meetings Act.) The Mass Transit Department Board will return to open session to take any final action and may also, at any time during the meeting, bring forward any of the following items for public discussion, as appropriate.

Section 551.071	CONSULTATION WITH ATTORNEY
Section 551.072	DELIBERATION REGARDING REAL PROPERTY
Section 551.073	DELIBERATION REGARDING PROSPECTIVE GIFTS
Section 551.074	PERSONNEL MATTERS
Section 551.076	DELIBERATION REGARDING SECURITY DEVICES OR SECURITY AUDITS
Section 551.087	DELIBERATION REGARDING ECONOMIC DEVELOPMENT NEGOTIATIONS
Section 551.089	DELIBERATION REGARDING SECURITY DEVICES OR SECURITY AUDITS; CLOSED MEETING

## **ADJOURN**

### **NOTICE TO THE PUBLIC:**

Sign Language interpreters are provided for meetings. If you need Spanish Interpretation Services, please email [CityClerk@elpasotexas.gov](mailto:CityClerk@elpasotexas.gov) by 12:00 p.m. on the Friday before the meeting.

Si usted necesita servicios de interpretación en español, favor de enviar un correo electrónico a [CityClerk@elpasotexas.gov](mailto:CityClerk@elpasotexas.gov) a mas tardar a las 12:00 p.m. del viernes previo a la fecha de la junta.

### **MASS TRANSIT BOARD AGENDAS ARE PLACED ON THE INTERNET THE THURSDAY PRIOR TO EACH MEETING AT THE FOLLOWING ADDRESS:**

<http://www.elpasotexas.gov/>



## Legislation Text

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File #: 26-0180, Version: 1

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### CITY OF EL PASO, TEXAS LEGISTAR AGENDA ITEM SUMMARY FORM

#### **DISTRICT, DEPARTMENT, CONTACT INFORMATION:**

*Please choose District and Department from drop down menu. Please post exactly as example below.*

*No Title's, No emails. Please use ARIAL 10 Font.*

#### **All Districts**

Sun Metro Mass Transit, Anthony R. DeKeyzer, (915) 212-3306

#### AGENDA LANGUAGE:

*This is the language that will be posted to the agenda. Please use ARIAL 11 Font.*

Approval of Minutes of the Mass Transit Department Board Meeting of January 6, 2026.



**MASS TRANSIT DEPARTMENT BOARD MINUTES  
CITY COUNCIL CHAMBERS  
JANUARY 6, 2026**

A meeting of the Mass Transit Department Board was called to order at 11:31 a.m. Board Chair Renard Johnson was present and presiding and the following Board Members answered roll call: Alejandra Chávez, Josh Acevedo, Deanna Maldonado-Rocha, Cynthia Boyar Trejo, Ivan Niño, Art Fierro, Lily Limón, and Chris Canales.

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**NOTICE TO THE PUBLIC:**

Motion made by Board Member Canales, seconded by Board Member Limón, and unanimously carried to **APPROVE** all matters listed under the Consent Agenda (Items approved, postponed, or deleted pursuant to the vote on the Consent Agenda will be shown with an asterisk {\*}).

**AYES:** Board Chair Johnson and Board Members Chávez, Acevedo, Maldonado-Rocha, Boyar Trejo, Niño, Fierro, Limón, and Canales

**NAYS:** None

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**CALL TO THE PUBLIC – PUBLIC COMMENT:**

Mr. Diego Grajales, citizen, commented.

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**CONSENT AGENDA – APPROVAL OF MINUTES:**

1. \*Motion made, seconded, and unanimously carried to **APPROVE** the minutes of the Regular Mass Transit Department Board Meeting of December 2, 2025.

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

2. **NO ACTION** was taken on this item.

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## **CONSENT AGENDA – RESOLUTIONS:**

**3.**

### **\*RESOLUTION**

**WHEREAS**, in compliance with federal law, specifically 49 U.S.C. §5329, the City of El Paso's Mass Transit Department ("Sun Metro") maintains a public transportation agency safety plan, called Sun Metro Agency Safety Plan ("plan"); and

**WHEREAS**, the City of El Paso updates the plan periodically in order to maintain compliance with the law and ensure the safety of the employees, the riders and the community at large; and

**WHEREAS**, the last update to the plan was approved by the City of El Paso's Mass Transit Department Board on February 4, 2025; and

**WHEREAS**, City of El Paso now wishes to update the plan to improve the services provided to the community and ensure the safety of its employees and the public it serves.

### **NOW THEREFORE, BE IT RESOLVED BY THE MASS TRANSIT DEPARTMENT BOARD OF THE CITY OF EL PASO:**

That the Sun Metro Agency Safety Plan attached to this resolution as Attachment "A\*" is approved and adopted.

That the City Manager, or designee, be authorized to submit the Sun Metro Agency Safety Plan to the Federal Transit Administration, the Texas Department of Transportation, the State Safety Oversight Agency and any other entities required by law.

That the City Manager, or designee, be authorized to execute any documents and perform any actions necessary to effectuate the Sun Metro Agency Safety Plan.

\*Attachment "A" is available at the City Clerk's Office.

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## **CONSENT AGENDA – NOTICE FOR NOTATION:**

**4. For Notation Only:**

Notice of Sun Metro's Title VI Program update. The program update was prepared in accordance with the requirements specified in the Federal Transit Administration (FTA) Circular 4702.1b, "Title VI requirements and Guidelines for Federal Transit Administration Recipients".

**NO ACTION** was taken on this item.

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**REGULAR AGENDA – OPERATIONAL FOCUS UPDATES:**

5. Operational update on the Mass Transit Department Sun Metro.

Mr. Anthony DeKeyzer, Director of Sun Metro, presented.

Board Chair Johnson and Board Members Chávez and Maldonado-Rocha commented.

**NO ACTION** was taken on this item.

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**ADJOURN**

Motion made by Board Member Canales, seconded by Board Member Limón, and unanimously carried to **ADJOURN** the meeting at 11:58 a.m.

AYES: Board Chair Johnson and Board Members Chávez, Acevedo, Maldonado-Rocha, Boyar Trejo, Niño, Fierro, Limón, and Canales

NAYS: None

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**Approved as to content:**

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Anthony DeKeyzer, Director of Mass Transit



## Legislation Text

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**File #:** 26-0215, **Version:** 1

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### **CITY OF EL PASO, TEXAS LEGISTAR AGENDA ITEM SUMMARY FORM**

**AGENDA LANGUAGE:**

*This is the language that will be posted to the agenda. Please use ARIAL 11 Font.*

Request to excuse Board Member Art Fierro from the February 3, 2026, Mass Transit Department Board Meeting.



## Legislation Text

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**File #:** 26-0181, **Version:** 1

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### CITY OF EL PASO, TEXAS LEGISTAR AGENDA ITEM SUMMARY FORM

#### **DISTRICT, DEPARTMENT, CONTACT INFORMATION:**

*Please choose District and Department from drop down menu. Please post exactly as example below.*

*No Title's, No emails. Please use ARIAL 10 Font.*

#### **All Districts**

Sun Metro Mass Transit, Anthony R. DeKeyzer, (915) 212-3306

Purchasing and Strategic Sourcing, Claudia A. Garcia, (915) 212-0043

#### **AGENDA LANGUAGE:**

*This is the language that will be posted to the agenda. Please use ARIAL 11 Font.*

Discussion and action on the request that the Director of Purchasing & Strategic Sourcing be authorized to issue Purchase Order(s) for Solicitation 2026-0159 New Alternators and Parts to Romaine Electric Corporation the sole authorized distributor for an initial term of (3) years for an estimated amount of \$255,000.00. Supplier will be required to provide an updated sole source letter and affidavit each year. This contract will allow Sun Metro Parts to purchase New Alternators and parts for the departments fleet of fixed routes vehicles which operated with Almott 550amp.

#### **Contract Variance:**

The difference based in comparison to the previous contract is as follows: A decrease of \$134,100.00 for the initial term, which represents a 34.46% decrease due to the use of new bus units with fewer components failures and reduced repair and replacement needs.

Department:	Sun Metro Mass Transit
Award to:	Romaine Electric Corporation
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Initial Term Estimated Award:	\$255,000.00
Total Estimated Award:	\$255,000.00
Account(s):	560-3200-P6017-60050-531180
Funding Source(s):	Sun Metro Operating Fund
District(s):	All

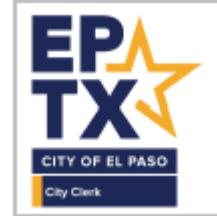
Non-Competitive Procurement under Local Government General Exemption: Section 252.022 (7) a procurement of items that are available from only one source, (D) captive replacement parts or components

for equipment;

The Purchasing & Strategic Sourcing and Sun Metro (Mass Transit) departments recommend award as indicated to Romaine Electric Corporation under the exemption listed above.

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.

**CITY OF EL PASO, TEXAS**  
**AGENDA ITEM**  
**DEPARTMENT HEAD'S SUMMARY FORM**



**DEPARTMENT:** Sun Metro (Mass Transit)  
Purchasing & Strategic Sourcing

**AGENDA DATE:** February 3, 2026

**PUBLIC HEARING DATE:** NA

**CONTACT PERSON NAME:** Anthony Dekeyzer, Director  
Claudia A. Garcia, Director

**DISTRICT(S) AFFECTED:** All

**PHONE NUMBER:** (915) 212-3306  
**PHONE NUMBER:** (915) 212-0043

**SUBJECT:**

Discussion and action on the request that the Director of Purchasing & Strategic Sourcing be authorized to issue Purchase Order(s) for solicitation 2026-0159 New Alternators and Parts to Romaine Electric Corporation the sole authorized distributor for an initial term of three (3) years for an estimated amount of \$255,000.00. Supplier will be required to provide an updated sole source letter and affidavit each year.

**BACKGROUND / DISCUSSION:**

This contract will allow Sun Metro (Mass Transit) to purchase New Alternators and Parts for the departments fleet of fixed-route vehicles which operate with Almott 550-amp alternators ensuring dependable and continuous service for the citizens of El Paso.

**COMMUNITY AND STAKEHOLDER OUTREACH:**

NA

**SELECTION SUMMARY:**

This is a non-competitive procurement Exemption per Texas Local government code: 252 Sec.252.022 General Exemption 7(d), a procurement of items that are available from only one source, including: Captive replacement parts or components for equipment. Romaine Electric Corporation is the only vendor in the north America area that can provide Original Equipment Manufacturer (OEM) alternators and parts needed for routine maintenance and repairs on Sun Metro Department Fleet of fixed-route vehicles

**CONTRACT VARIANCE:**

The difference based in comparison to the previous contract is as follows: A decrease of \$134,100.00 for the term, which represents a 34.46% reduction, resulting from Sun Metro's transitioning from an aging fleet to newer bus units, which require reduced alternator service and maintenance.

**PROTEST**

No protest received for this requirement.

**PRIOR COUNCIL ACTION:**

NA

**AMOUNT AND SOURCE OF FUNDING:**

Amount: \$255,000.00

Funding Source: Sun Metro Operating Fund

Account: 560-3200-P6017-60050-531180

**REPORTING OF CONTRIBUTION OR DONATION TO CITY COUNCIL:**

Report any contributions or donations to City Council of an accumulated total of \$500 or more. Report the name of the elected official and the amount.

NAME	AMOUNT (\$)
Form was provided to the applicant	

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**\*\*\*\*\*REQUIRED AUTHORIZATION\*\*\*\*\*****DEPARTMENT HEAD:**

*Jerry DeMuro* Deputy Transit Officer for  
Anthony Dekeyzer – Director of Mass Transit



Claudia A. Garcia – Director of Purchasing & Strategic Sourcing

Project Form  
Non-Competitive

\*\*\*\*\*Posting Language Below\*\*\*\*\*

Please place the following item on the Regular Agenda for the Mass Transit Board Meeting of February 3, 2026.

**Award Summary:**

Discussion and action on the request that the Director of Purchasing & Strategic Sourcing be authorized to issue Purchase Order(s) for solicitation 2026-0159 New Alternators and Parts to Romaine Electric Corporation the sole authorized distributor for an initial term of (3) years for an estimated amount of \$255,000.00. Supplier will be required to provide an updated sole source letter and affidavit each year. This contract will allow Sun Metro Parts to purchase New Alternators and parts for the departments fleet of fixed routes vehicles which operated with Almott 550amp.

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The Purchasing & Strategic Sourcing and Sun Metro (Mass Transit) departments recommend award as indicated to Romaine Electric Corporation under the exemption listed above.

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.



**Response to the question of being the Sole Source Distributor of Almott Products:**

**Requestor:**

**Nidia Cano**

**Procurement Specialist**

**Purchasing and Strategic Sourcing Department**

[canona@elpasotexas.gov](mailto:canona@elpasotexas.gov) | (915)212-1183

[www.elpasotexas.gov/purchasing](http://www.elpasotexas.gov/purchasing)

**Romaine Electric Corporation is the only Entity authorized to sell Almott Products as their designated Distributor, in the state of Texas.**

**Specifically in this case, part number 221711-219 Alternator 25AT 28V 550AMP Ductless.**

**Romaine Electric Corporation is the only Designated Distributor of The Almott Product Line in the USA, in 48 of the 50 states.**

**The exceptions are Michigan & Ohio, where there exists a second supplier.**

**Thank you,**

**Casey Haskin** Casey Haskin

Bids & Contracts Manager

Romaine Electric Corporation



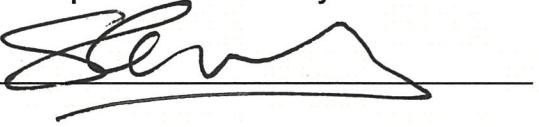
## PURCHASING & STRATEGIC SOURCING DEPARTMENT

### SOLE SOURCE AFFIDAVIT

THIS IS AN OFFICIAL PURCHASING DOCUMENT-RETAIN WITH PURCHASE ORDER FILE

Before me, the undersigned official, on this day, personally appeared Shawn Bray a person known to me to be the person whose signature appears below, whom after being duly sworn upon his/her oath deposed and said:

1. My name is Shawn Bray. I am over the age of 18, have never been of a convicted crime and am competent to make this affidavit.
2. I am an authorized representative of the following company or firm: Romaine Electric Corporation
3. The above named company or firm is the sole source for the following item(s), product(s) or service(s): Almott Alternators and Component parts
4. Competition in providing the above named item(s) product(s), service(s) is precluded by the existence of a patent, copyright, secret process or monopoly as stated under Section 252.022, Subchapter A of the Local Governmental Code 7A or as provided for under 7B-F of the same section. Also, attached hereto is a sole source letter, which sets forth the reasons why this Vendor is a sole source provider (dated and signed).
5. There is/are no other like item(s) or product(s) available for purchase that would serve the same purpose or function.
6. **Note: This Vendor understands that by providing false information on this Sole Source Affidavit, it may be considered a non-responsible Vendor on this and future purchases and may result in discontinuation of any/all business with the City of El Paso.**

  
Signature

SUBSCRIBED AND SWORN to before me on this 17<sup>th</sup> day of October 2025



Tina Marie Sternod Locke  
NOTARY PUBLIC  
PRINTED NAME  
1/23/2028  
MY COMMISSION EXPIRES

COMPANY NAME: Romaine Electric Corporation

ADDRESS, CITY, STATE & ZIP CODE: 8811 S 208th St Kent WA 98031

PHONE: 425-264-1700 FAX NUMBER: \_\_\_\_\_

CONTACT NAME AND TITLE: Shawn Bray : Chief Operating Officer

WEB ADDRESS: www.romaineelectric.com EMAIL: shawnbray@romaineelectric.com

FEDERAL TAX ID NUMBER: 80-056-5086 TEXAS SALES TAX NUMBER: 32072164646

# DISCLOSURE OF CAMPAIGN CONTRIBUTIONS AND DONATIONS FORM

In compliance with Title 2, Chapter 2.92, Section 2.92.080

## Introduction:

Individuals or entities benefiting by a City Council Agenda item must disclose contributions or donations made to current members of Council under the City's Ethics Code. The information on this form is being captured for transparency purposes and will be noted on the relevant City Council Agenda. **Contributions and Donations do NOT disqualify an applicant from doing business with the City.**

## Definitions:

“Contribution” A direct or indirect transfer of money, goods, services, or any other thing of value and includes an agreement made or other obligation incurred, whether legally enforceable or not, to make a transfer. The term includes a loan or extension of credit, other than those expressly excluded by the Texas Election Code, and a guarantee of a loan or extension of credit.

“Contributor” A person making a contribution, including the contributor's spouse.

“Donation” Cash and the value of any in-kind contributions or gifts to the council member for use by their office or in their district.

“Donor” An individual and spouse, a business entity, or an individual who owns a business entity in whole or in part, or is operated by the individual, that is the subject of a council agenda item.

“Benefiting” Shall include but not be limited to any contract, bid award, franchise, permit, zoning or rezoning, and other award that council will vote on.

**Instructions:** Please read and complete this form carefully. If you have made campaign contributions or donations to any current City Council member(s) totaling an aggregate of \$500 or more during their campaign(s) or term(s) of City office, you are required to disclose the information as specified below. If you have not made such contributions or donations past the limit specified in the ordinance, you are required to affirm your compliance with the municipal code. Please submit this completed form along with your application or proposal to the relevant city department. Failure to disclose campaign contributions or donations as required by the ordinance may result in a violation of the City's Ethics Code requirements, and sanctions under the Ethics Code 2.92. Contributor / Donor Information:

Full Name	JENNIFER AMADO
Business Name	Romaine Electric Corporation
Agenda Item Type	New Contract
Relevant Department	Sun Metro - Mass Transit

2026-0159 New Alternators and Parts (Re-Bid)  
Supplier Name: Romaine Electric Corporation

**Disclosure Affirmation:** Please check the appropriate box below to indicate whether you have made campaign contributions or donations totaling an aggregate of \$500 or more to any City Council member(s) during their campaign(s) or term(s) of City office specified in Section 2.92.080 of the El Paso Municipal Code.



I have **NOT** made campaign contributions or donations totaling an aggregate of \$500 or more to any City Council member(s) during their campaign(s) or term(s) of City office, as specified in Section 2.92.080 of the El Paso Municipal Code.

OR



I have made campaign contributions or donations totaling an aggregate of \$500 or more to the following City Council member(s) during their campaign(s) or term(s) of City office:

OFFICE	CURRENT COUNCIL MEMBER NAME	AMOUNT (\$)
Mayor		
District 1		
District 2		
District 3		
District 4		
District 5		
District 6		
District 7		
District 8		

**Declaration:** I hereby affirm that the information provided in this disclosure form is true and accurate to the best of my knowledge. I understand that this disclosure is required by Title 2, Chapter 2.92 of the El Paso Municipal Code and is subject to verification by the city authorities. Further, **I understand that upon submission of this form, I must disclose any subsequent contributions or donations prior to the relevant council meeting date.**

Signature: Jennifer Amado

Date: 12/03/2025

2026-0159 New Alternators and Parts (Re-Bid)  
Supplier Name: Romaine Electric Corporation

Form 034 (Rev. 2) - 9/27/2021  
Previous versions obsolete