



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

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**November 07, 2023  
COUNCIL CHAMBERS, CITY HALL, 300 N. CAMPBELL AND VIRTUALLY  
10:00 AM**

**Teleconference phone number: 1-915-213-4096  
Toll free number: 1-833-664-9267  
Conference ID: 658-250-141#**

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/cc20aad8258146ab8f63761079bd1091>

**The following Board Member(s) will be present via video conference:**

**Henry Rivera**

**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: 658-250-141#

A sign-up form is available on line at:

<https://app.smartsheet.com/b/form/dc001f113c14440db558b9da4e973ce2>

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. 30 Minutes total is allotted for speakers. Three to five minutes may be allowed for each speaker.

### **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:**

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

1. Approval of minutes of the Regular Mass Transit Department Board Meeting of October 10, 2023. [23-1434](#)

**All Districts**

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

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

2. Request to excuse absent Mass Transit Department Board Members. [23-1435](#)

**All Districts**

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

### **CONSENT AGENDA - BOARD APPOINTMENTS:**

#### **Goal 8: Nurture and Promote a Healthy, Sustainable Community**

3. William Graham to the Sun Metro Citizens Advisory Committee by Representative Cassandra Hernandez, District 3. [23-1424](#)  
Members of the City Council, Representative Cassandra Hernandez, (915) 212-0003

**CONSENT AGENDA - REQUESTS TO ISSUE PURCHASE ORDERS:**

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

4. The linkage to the Strategic Plan is subsection 7.3 - Enhance regional comprehensive transportation system [23-1437](#)

Award Summary:

Request that the Managing Director of Purchasing & Strategic Sourcing be authorized to issue a Purchase Order to Harbor Diesel & Equipment, Inc dba HD Industries, referencing Contract 2021-0002 ZF Proprietary Parts and Service. This will be a change order to increase the award by \$187,500.00 for a total amount not to exceed \$937,500.00. This change order will add capacity to the current contract to allow for additional corrective and preventative transmission services for Sun Metro bus fleet.

Department: Mass Transit (Sun Metro)  
Award to: Harbor Diesel & Equipment, Inc  
dba HD Industries  
Long Beach, CA  
Total Estimated Award: \$187,500.00  
Account No: 560-3215-60060-531180-  
P60FTA117-G60205307  
Funding Source: Federal Transit Administration  
Formula 5307 Grant  
District(s): All

**All Districts**

Sun Metro Mass Transit, Anthony DeKeyzer, (915) 212-3306  
Purchasing and Strategic Sourcing, K. Nicole Cote, (915) 212-1092

**REGULAR AGENDA - OPERATIONAL FOCUS UPDATES**

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

5. Discussion and action on Sun Metro Rising Updated Presentation and Plan. [23-1112](#)

**All Districts**

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

**REGULAR AGENDA - OTHER BUSINESS:**

**Goal 7: Enhance and Sustain El Paso’s Infrastructure Network**

6. The linkage to the Strategic Plan is subsection 7.3 - Enhance regional comprehensive transportation system. [23-1439](#)

Discussion and action on the request that the Managing Director of Purchasing and Strategic Sourcing be authorized to notify Tolar Manufacturing Company, Inc. that the City is terminating Contract No. 2020-988 Pre-Fabricated Bus Shelters for convenience, pursuant to Part 4 - Contract Clauses - Section 8A of this contract, and that the termination shall be effective as of November 7, 2023.

**All Districts**

Sun Metro Mass Transit, Anthony DeKeyzer, (915) 212-3306  
Purchasing and Strategic Sourcing, K. Nicole Cote, (915) 212-1092

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

**Goal 7: Enhance and Sustain El Paso’s Infrastructure Network**

7. The linkage to the strategic plan is subsection 7.3 - Enhance a regional comprehensive transportation system [23-1438](#)

**Award Summary:**

Discussion and action on the award of Solicitation 2023-0538 Pre-Fabricated Bus Shelters to Tolar Manufacturing, Inc. for an initial term of three (3) years for an estimated amount of \$10,361,340.00. The award also includes a two (2) year option for an estimated amount of \$6,907,560.00. The total amount of the contract, including the initial term plus the option for a total of five (5) years, is for an estimated amount of \$17,268,900.00. This contract will allow Sun Metro to buy bus shelters, as needed, for installation in selected stops that already have required platform and accessibility. Bus Shelters will enhance customer’s experience by improving accessibility and protection from elements.

**Contract Variance:**

The difference based in comparison to the previous contract is as follows: An increase of \$8,966,940.00 for the initial term, which represents a 147.69% increase due to additional units being purchased for shelters, trash receptacles and bike racks, previous contract 120 units - this contract 220 units, in addition to an overall 35.10% price increase for these items.

Department:	Mass Transit (Sun Metro)
Vendor:	Tolar Manufacturing, Inc. Corona, CA
Item(s):	All
Initial Term:	3 Years
Option to Extend:	2 Years

Annual Estimated Award: \$3,453,780.00  
Initial Estimated Award: \$10,361,340.00 (3 Years)  
Total Estimated Award: \$17,268,900.00 (5 Years)  
Account No.: 560-3210-60050-580040-  
P60FTA113-G60215339  
Funding Source: Federal Transit Administration Formula 5339 Grant  
  
District(s): All

This is a Low Bid procurement, unit price contract

The Purchasing & Strategic Sourcing Department and Mass Transit (Sun Metro) Department recommend award as indicated to Tolar Manufacturing, Inc. the lowest responsive and responsible bidder.

**All Districts**

Sun Metro Mass Transit, Anthony DeKeyzer, (915) 212-3306  
Purchasing and Strategic Sourcing, K. Nicole Cote, (915) 212-1092

**REGULAR AGENDA - OTHER BUSINESS:**

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

8. Discussion and action to amend the FY 2024 Mass Transit Budget Resolution Schedule A Capital Program to reflect changes in an infrastructure grant and the purchase of fixed route rolling stock replacement and authorize the City Manager or his designee to establish the funding source and make any necessary budget transfers for the execution of this program.

[23-1473](#)

**All Districts**

Sun Metro Mass Transit, Anthony DeKeyzer, (915) 212-3306  
Office of Management and Budget, K. Nicole Cote, (915) 212-1092

**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

**ADJOURN**

**NOTICE TO THE PUBLIC:**

Sign Language interpreters are provided for this meeting. If you need Spanish Interpreter Services, you must email [CityClerk@elpasotexas.gov](mailto:CityClerk@elpasotexas.gov) at least 72 hours in advance of the meeting.

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

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