



AGENDA FOR THE MASS TRANSIT DEPARTMENT BOARD MEETING

**December 05, 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: 175-115-110#**

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: 175-115-110#

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. 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 November 7, 2023. [23-1547](#)

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. [23-1548](#)

All Districts

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

CONSENT AGENDA - RESOLUTIONS:

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

3. That the Mass Transit Department Board, in order to promote the public health and safety, ratifies the additional expenditures in the amount of \$123,249.14, associated with the continued use of janitorial services Contract No. 2017-1280 with Ace Government Services, LLC through October 31, 2023 and that the terms and conditions of the ratified award will remain unmodified; and that the [23-1562](#)

City Manager or designee be granted broad authority to take action and execute all documents necessary to effectuate the intent of this resolution.

All Districts

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

CONSENT AGENDA - NOTICE FOR NOTATION:

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

- 4. Annual updates to the Sun Metro Public Transportation Agency Safety Plan (PTASP) [23-1560](#)

All Districts

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

REGULAR AGENDA – OTHER BIDS, CONTRACTS, PROCUREMENTS:

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

- 5. 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. 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 660 units, in addition to an overall 35.10% price increase for these items.

Department	Mass Transit Sun Metro
Award to:	Tolar Manufacturing, Inc.
City & State:	Corona, CA
Item(s):	All
Initial Term:	3 Years
Option Term:	N/A
Total Contract Time:	3 Years
Annual Estimated Award:	\$3,453,780.00
Initial Term Estimated Award:	\$10,361,340.00
Option Term Estimated Award:	N/A
Total Estimated Award	\$10,361,340.00

Account(s) 560-3210-60050-580040-
P60FTA113-G60215339
Funding Source(s): Federal Transit Administration
Formula 5339 Grant
District(s): All

This was 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.

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 DeKeyzer, (915) 212-3306
Managing Director, K. Nicole Cote, (915) 212-1092

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

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 this meeting. If you need Spanish Interpreter Services, you must email 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/>