



AGENDA FOR THE MASS TRANSIT DEPARTMENT BOARD MEETING

**August 13, 2024
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: 594-119-794#**

AND

**AGENDA REVIEW MEETING
COUNCIL CHAMBERS, CITY HALL
300 N. CAMPBELL AND VIRTUALLY
August 12, 2024
9:00 AM**

**Teleconference phone number: 1-915-213-4096
Toll free number: 1-833-664-9267
Conference ID: 184-263-930#**

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>

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

Chris Canales

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: 594-119-794#

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 July 2, 2024. [24-1062](#)

All Districts

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

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

2. Request to excuse absent Mass Transit Board Members. [24-1089](#)

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. Silvia Alejandra Torezani to the Sun Metro Citizens Advisory Committee by Mayor Oscar Leeser. [24-977](#)

Members of the City Council, Mayor Oscar Leeser, (915) 212-0021

REGULAR AGENDA – PUBLIC HEARING RELATED TO THE FY 2025 MASS TRANSIT BUDGET:

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

4. Public Hearing on the Proposed Budget for the Mass Transit Department of the City of El Paso (Sun Metro), filed by the City Manager with the City Clerk on July 15, 2024, which begins on September 1, 2024 and ends on August 31, 2025. [24-1095](#)

All Districts

Office of Management and Budget, K. Nicole Cote, (915) 212-1092
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. [24-1058](#)

Discussion and action on the request that the Managing Director of Purchasing & Strategic Sourcing be authorized to issue Purchase Order(s) for Solicitation 2024-0516 Amerex Parts, Equipment & Service to ATCO Fire Services, Inc DBA Jay L. Harman Fire Equipment Co., the sole and authorized distributor for a term of three (3) years for an estimated amount of \$261,000.00. Supplier will be required to provide an updated sole source letter and affidavit each year. This contract will allow Sun Metro to purchase AMEREX proprietary fire suppression parts and services for Sun Metro’s Fixed Route Fleets.

Contract Variance:

The difference based in comparison to the previous contract is as follows: An

increase of \$186,000.00 for the initial term, which represents a 248.00% increase due to the initial contract being funded for only one year. This contract is funded for three years.

Department: Mass Transit (Sun Metro)
Award to: ATCO Fire Services, Inc DBA Jay L. Harman
Fire Equipment Co.
City & State: El Paso, Texas
Item(s): All
Initial Term: 3 Years
Option Term: N/A
Total Contract Time: 3 Years
Annual Estimated Award: \$87,000.00
Initial Term Estimated Award: \$261,000.00
Option Term Estimated Award: N/A
Total Estimated Award: \$261,000.00
Account(s): 531180-560-3200-60050- P6017
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 Mass Transit (Sun Metro) Departments recommend award as indicated to ATCO Fire Services, Inc. DBA Jay L. Harman Fire Equipment Co., 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 DeKeyzer, (915) 212-3306
Purchasing and Strategic Sourcing, K. Nicole Cote, (915) 212-1092

- 6. The linkage to the Strategic Plan is subsection: 7.3 Enhance a regional comprehensive transportation system. [24-1061](#)

Discussion and action on the request that the Managing Director of Purchasing & Strategic Sourcing be authorized to issue Purchase Order(s) for Solicitation 2024-0541 Trapeze License & Maintenance to Trapeze Software Group, Inc., the sole and authorized distributor for a term of three (3) years for an estimated amount of \$443,074.00. Supplier will be required to provide an updated sole source letter and affidavit each year. The Software helps Sun Metro to provide and keep up with changing demands and accurate customer information, gaining passengers' trust with efficient and reliable schedules. In addition to that the Trapeze software and hardware, are compatible with the all related vehicle equipment utilized in Sun Metro vehicles.

Contract Variance:

The difference based in comparison to the previous contract is as follows: A decrease of \$499,193.00 for the initial term, which represents a 52.98% decrease due to the previous contract being funded for five years. This contract is funded for three years.

Department:	Mass Transit (Sun Metro)
Award to:	Trapeze Software Group, Inc.
City & State:	Cedar Rapids, IA
Item(s):	All
Initial Term:	3 Years
Option Term:	N/A
Total Contract Time:	3 Years
Year 1:	\$140,547.00
Year 2:	\$147,574.00
Year 3:	\$154,953.00
Initial Term Estimated Award:	\$443,074.00
Option Term Estimated Award:	N/A
Total Estimated Award:	\$443,074.00
Account(s):	560-3200-60050-522020-P6017
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 Mass Transit (Sun Metro) Departments recommend award as indicated to Trapeze Software Group, Inc., 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 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 551.072 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 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 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/>