



AGENDA FOR THE MASS TRANSIT DEPARTMENT BOARD MEETING

**September 10, 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: 124-545-292#**

AND

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

**Teleconference phone number: 1-915-213-4096
Toll free number: 1-833-664-9267
Conference ID: 782-995-276#**

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: 124-545-292#

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 August 13, 2024, and the Special Mass Transit Department Board meeting of August 20, 2024. [24-1207](#)

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 absent Mass Transit Board Members. [24-1208](#)

All Districts

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

CONSENT AGENDA - RESOLUTIONS:

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

- 3. A Resolution that the Mass Transit Department Board approves and adopts the City of El Paso - Sun Metro Substance Abuse Policy and that the City Manager, or designee, is authorized to effectuate the policy, execute any documents, and perform any actions necessary to effectuate the intent of this resolution; and that the Director of the City of El Paso’s Mass Transit Department be authorized to make amendments to the policy and grant exceptions to the policy provided such exceptions do not violate any federal, state or local laws and regulations. [24-1203](#)

All Districts

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

REGULAR AGENDA – OTHER BIDS, CONTRACTS, PROCUREMENTS:

- 4. The linkage to the Strategic Plan is subsection: 7.3 Enhance a regional comprehensive transportation system. [24-1206](#)

Discussion and action on the request that the Managing Director of Purchasing & Strategic Sourcing be authorized to issue Purchase Order(s) for Solicitation 2024-0190 Genfare Support Agreement to Genfare LLC., the sole and authorized distributor for a term of three (3) years for an estimated amount of \$184,577.00. Supplier will be required to provide an updated sole source letter and affidavit each year. The Software support agreement with Genfare LLC. is for software, hardware maintenance and support requirements currently paid on a-per ticket or per hour basis. Support will be for the fare collection system reporting manager, farebox and ticket vending machines functions.

Contract Variance:

The difference based in comparison to the previous contract is as follows: A decrease of \$99,790.24 for the initial term, which represents a 35.09% 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:	Genfare LLC.
City & State:	Elk Grove Village, IL
Item(s):	All
Initial Term:	3 Years
Option Term:	N/A
Total Contract Time:	3 Years
Year 1:	\$59,716.00
Year 2:	\$61,508.00
Year 3:	\$63,353.00

Initial Term Estimated Award: \$184,577.00
Option Term Estimated Award: N/A
Total Estimated Award: \$184,577.00
Account(s): 560-3210-60070-531050- P6003
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 Genfare LLC., 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, K. Nicole Cote, (915) 212-1092

REGULAR AGENDA - OTHER BUSINESS:

5. Discussion and action on a Resolution that City staff is authorized to submit an application to the FY 2025-2026 El Paso Metropolitan Planning Organization (EPMPO) requesting funds from the Federal Transit Administration (FTA) Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Grant Program, in the amount of \$448,000 (\$224,000 per fiscal year) in total, with a required match of \$112,000 (\$56,000 per fiscal year) in total from the City, for the Sun Metro Paratransit Service Software Project; and that the City Manager, or designee, is authorized to sign any documents necessary for the proper submission of said application; and that the City Manager, or designee, is authorized to sign any documents necessary to accept a grant resulting from said application, after consultation with the City Attorney's Office; and the City Manager, or designee, is authorized to sign any documents related to a grant resulting from the application, including, but not limited to, revisions to the project scope, and revisions that increase, decrease or de-obligate program funds; and the City Manager, or designee, is authorized to explore funding sources and partnerships that leverage the strength of said application and any grant resulting from said application.

[24-1204](#)

All Districts

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

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 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/>