

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

AGENDA DATE: June 6, 2023
PUBLIC HEARING DATE: N/A

CONTACT PERSON(S) NAME AND PHONE NUMBER: Anthony Dekeyzer, (915) 212-3333

DISTRICT(S) AFFECTED: All

STRATEGIC GOAL: Strategic Goal 7.3: Enhance a regional comprehensive transportation system

SUBGOAL:

SUBJECT:

Discussion and action on a Resolution that the City Manager, or designee, be authorized to sign and submit to the Department of Public Safety of the State of Texas any required applications, documentation and information in order for the City of El Paso to participate in the Texas Commercial Driver License Third Party Skills Testing Program and be certified by TDPS as an Authorized Organization to administer CDL examinations.

That the City Manager, Chief Transit Officer, or designee, be authorized to sign all certifications, assessments, performance reports and documentation required by TDPS in order to continue participation in the 3rd party skills testing program and maintain the status of Authorized Organization to conduct CDL testing.

That the City Manager, or designee, be authorized to take actions necessary and effectuate any budget transfers, any related agreements, amendments to such agreements and documents necessary to carry out the intent of this resolution.

BACKGROUND / DISCUSSION:

N/A

PRIOR COUNCIL ACTION:

N/A

AMOUNT AND SOURCE OF FUNDING:

HAVE ALL AFFECTED DEPARTMENTS BEEN NOTIFIED? ☒ YES ☐ NO

PRIMARY DEPARTMENT: Sun Metro

SECONDARY DEPARTMENT:

*****REQUIRED AUTHORIZATION*****

DEPARTMENT HEAD:

Anthony R. DeKeyzer

(If Department Head Summary Form is initiated by Purchasing, client department should sign also)

RESOLUTION

WHEREAS, the City of El Paso operates the Mass Transit Department (“Sun Metro”) to provide public transportation for the City of El Paso; and

WHEREAS, a Commercial Driver’s License (“CDL”) issued by the Texas Department of Public Safety (“TDPS”) is required for operators of Sun Metro vehicles; and

WHEREAS, Sun Metro offers training for employees seeking a CDL for purposes of operating a Sun Metro vehicle; and

WHEREAS, upon completion of the CDL training, Sun Metro employees, must take and pass the CDL test offered by TDPS in order to receive their CDL; and

WHEREAS, the waiting period for CDL testing at TDPS facilities can be lengthy and can cause delays for Sun Metro Operations; and

WHEREAS, TDPS offers a Commercial Driver License Third Party Skills Testing Program to authorize an organization to administer the knowledge and/or driving skills examination for CDL on TDPS’s behalf; and

WHEREAS, Sun Metro wishes to participate in the TDPS Commercial Driver License Third Party Skills Testing Program in order to be authorized to administer the knowledge and driving skills examination for CDL applicants; and

WHEREAS, Sun Metro’s ability to conduct CDL testing, in addition to CDL training is expected to result in better service to the El Paso community by reducing CDL testing delays, increasing the pool of individuals qualified to operate Sun Metro vehicles, and supporting the advancement of the citizenry of the City of El Paso by providing an additional avenue to obtain their CDL licenses and the employment opportunities associated with same.

BE IT RESOLVED BY THE MASS TRANSIT DEPARTMENT BOARD OF THE CITY OF EL PASO :

That the City Manager, or designee, be authorized to sign and submit to the Department of Public Safety of the State of Texas any required applications, documentation and information in order for the City of El Paso to participate in the Texas Commercial Driver License Third Party Skills Testing Program and be certified by TDPS as an Authorized Organization to administer CDL examinations.

That the City Manager, Chief Transit Officer, or designee, be authorized to sign all certifications, assessments, performance reports and documentation required by TDPS in order to continue participation in the 3rd party skills testing program and maintain the status of Authorized Organization to conduct CDL testing.

That the City Manager, or designee, be authorized to take actions necessary and effectuate any budget transfers, any related agreements, amendments to such agreements and documents necessary to carry out the intent of this resolution.

APPROVED this _____ day of _____, 2023


MASS TRANSIT BOARD:

Oscar Leaser
Chairman

ATTEST:

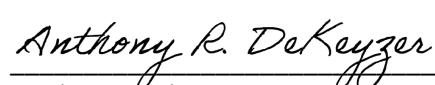
Laura D. Prine
Secretary

APPROVED AS TO FORM:



Joyce Garcia
Assistant City Attorney

APPROVED AS TO CONTENT:



Anthony Dekeyzer,
Director



Third Party Skills Testing Program

June 6, 2023

What We Will Cover

- Third Party Skills Testing Program
- Types of CDL programs included and provider requirements
- How it will benefit Sun Metro recruitment and training efforts
- Requested Council action to approve legal resolution authorizing Sun Metro to administer driving skills tests



The “What” and “Why”

WHAT:

Sun Metro is **seeking approval & authorization** to participate in the Texas Commercial Driver License (CDL) Third Party Skills Testing (TPST) program

WHY:

This will **reduce cost and minimize resource** outsourcing and is in accordance with The Texas Commercial License Third-Party Skills Testing Provider Agreement



Third Party Skills Testing Program



Program

The Texas Commercial Driver License (CDL) Third Party Skills Testing (TPST) program was established in 2017



Examinations

TPST authorizes companies certified by the Texas DPS to administer the knowledge and driving skills examinations to Class A, B, and C CDL applicants



Personnel

• **Required Personnel** for program:

- CDL Third Party Skill Tester
- Designated Records Keeper
- Utilizes Existing Staff

Class A, B, and C CDL

Classification	Description
Class A CDL	Authorizes an individual to drive any combination of vehicles with a GCWR of 26,001 pounds or more if the GVWR of the vehicle(s) towed exceeds 10,000 pounds.
Class B CDL	Authorizes an individual to drive any: <ol style="list-style-type: none">1. Single vehicle with a GVWR of 26,001 pounds or more;2. Single vehicle with a GVWR of 26,001 pound or more that is towing a vehicle with a GVWR that does not exceed 10,000 pounds3. Vehicle designed to transport 24 passengers or more including the driver
Class C CDL	Authorizes an individual to drive any single vehicle or combination of vehicles that is not a Class A or B if the vehicle is: <ol style="list-style-type: none">1. Designed to transport 16 to 23 passengers including the driver2. Used in the transportation of hazardous materials that require the vehicle to be placarded



Transit Operations Require:
Class B CDL with a “P” Endorsement,
which requires passing a special
knowledge safety examination and
as well as a driving test.

Benefits for Sun Metro

- Once an operator trainee is eligible for skills testing, Sun Metro will have the ability to test them rather than waiting up to 2 weeks for DPS availability
- If an operator trainee fails the skills testing on their first attempt, we will be able to retest them in a timely manner, which allows us to conserve resources and allows the trainee to keep up with the class
- *End Result: Reduction in wait time for an Operator Trainee to re-test, thereby making Sun Metro's training more efficient*



BENEFITS

3rd Party Agreement

Texas Commercial Driver License Third-Party Skills Testing Provider Agreement

Section 1. Parties

This Agreement is made between the Department of Public Safety of the State of Texas (DPS) and the Commercial Driver License (CDL) Authorized Organization (AO). This agreement authorizes the named AO to administer Commercial Driver License knowledge and skills tests on behalf of the State of Texas. This agreement permits the AO to administer commercial driver license knowledge and skills tests as specified in this agreement.

Section 2. Purpose

The purpose of this agreement is to explain the requirements for conducting Commercial Driver License knowledge and skills tests as a third-party tester. Authority to administer tests is granted only to third-party testers who use third-party Examiners certified by the Department.



Recommendation

- That the Mass Transit Department Board authorizes City Manager or designee to enter into a Third Party Testing Program agreement with the Texas Department of Public Safety



MISSION



Deliver exceptional services to support a high quality of life and place for our community.

VISION



Develop a vibrant regional economy, safe and beautiful neighborhoods and exceptional recreational, cultural and educational opportunities powered by a high performing government.



VALUES

Integrity, **R**espect, **E**xcellence,
Accountability, **P**eople