



**MASS TRANSIT DEPARTMENT BOARD MINUTES
CITY COUNCIL CHAMBERS
January 3, 2024**

A meeting of the Mass Transit Department Board was called to order at 10:19 a.m. Board Chair Oscar Leaser was present and presiding and the following Board Members answered roll call: Brian Kennedy, Alessandra Annello, Joe Molinar, Isabel Salcido, Art Fierro, Henry Rivera, and Chris Canales. Cassandra Hernandez joined the meeting via video conference.

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.

No members of the public commented.

NOTICE TO THE PUBLIC:

Motion made by Board Member Annello, seconded by Board Member Molinar, and unanimously carried to **APPROVE** all matters listed under the Consent Agenda unless otherwise noted (Items approved, postponed, or deleted pursuant to the vote on the Consent Agenda will be shown with an asterisk.)

AYES: Board Chair Leaser and Board Members Kennedy, Annello, Hernandez, Molinar, Salcido, Fierro, Rivera, and Canales
NAYS: None

CONSENT AGENDA - APPROVAL OF MINUTES

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

1. *Motion made, seconded, and unanimously carried to **APPROVE** the minutes of the Regular Mass Transit Department Board Meeting of December 5, 2023.

CONSENT AGENDA – REQUEST TO EXCUSE ABSENT MASS TRANSIT BOARD MEMBERS

2. Request to excuse absent Mass Transit Department Board Members.

NO ACTION was taken on this item.

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CONSENT AGENDA – BIDS

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

3. *Motion made, seconded, and unanimously carried to **AWARD** Solicitation 2023-0536 Bus Batteries to Continental Battery Company for an initial term of three (3) years for an estimated amount of \$166,260.00. The award also includes a two (2) year option for an estimated amount of \$110,840.00. The total contract time is for five (5) years for a total estimated amount of \$277,100.00. This contract will allow for the purchase of bus batteries necessary to maintain transit fleet.

Contract Variance:

The difference based in comparison to the previous contract is as follows: An increase of \$24,369.75 for the initial term, which represents a 17.18% increase due to an increase in prices.

Department:	Mass Transit (Sun Metro)
Award to:	Continental Battery Company
City & State:	Dallas, TX
Item(s):	All
Initial Term:	3 Years
Option Term:	2 Years
Total Contract Time:	5 Years
Annual Estimated Award:	\$55,420.00
Initial Term Estimated Award:	\$166,260.00
Option Term Estimated Award:	\$110,840.00
Total Estimated Award	\$277,100.00
Account(s)	560-3215-60050-531180-P6017-P60FTA117-G60225307
Funding Source(s):	Federal Transit Administration Formula 5307 Grant
District(s):	All

This was a Low Bid Procurement - unit price contract.

The Purchasing & Strategic Sourcing Department and Mass Transit Department recommend award as indicated to Continental Battery Company 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.

In accordance with this award, the City Manager or designee is authorized to exercise future options if needed.

AYES: Board Chair Leaser and Board Members Kennedy, Annello, Hernandez, Molinar, Salcido, Fierro, Rivera, and Canales
NAYS: None

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REGULAR AGENDA – OTHER BIDS, CONTRACTS, PROCUREMENTS:

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

4. Motion made by Board Member Fierro, seconded by Board Member Molinar, and unanimously carried to **AWARD** Solicitation 2023-0601 ZF Transmissions Proprietary Parts & Service to Harbor Diesel & Equipment, Inc. dba HD Industries for an initial term three (3) years for an estimated amount of \$1,200,000.00. The award also includes a two (2) year option for an estimated amount of \$800,000.00. The total contract time is for five (5) years for a total estimated amount of \$2,000,000.00. This contract will allow for the purchase of ZF proprietary parts and services for Sun Metro fleet.

Contract Variance:

The difference based in comparison to the previous contract is as follows: An increase of \$450,000.00 for the initial term, which represents a 60.00% increase due to an increase in the annual budgeted amount to cover the increase in prices for parts and service.

Department:	Mass Transit (Sun Metro)
Award to:	Harbor Diesel & Equipment, Inc. dba HD Industries
City & State:	Long Beach, CA
Item(s):	All
Initial Term:	3 Years
Option Term:	2 Years
Total Contract Time:	5 Years
Annual Estimated Award:	\$400,000.00
Initial Term Estimated Award:	\$1,200,000.00
Option Term Estimated Award:	\$800,000.00
Total Estimated Award	\$2,000,000.00
Account(s)	560-3215-60050-531180-P6017-P60FTA117-G60215307
Funding Source(s):	Federal Transit Administration Formula 5307 Grant
District(s):	All

This was a Low Bid Procurement - catalog contract.

The Purchasing & Strategic Sourcing Department and Mass Transit Department recommend award as indicated to Harbor Diesel & Equipment, Inc. dba HD Industries the sole 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.

In accordance with this award, the City Manager or designee is authorized to exercise future options if needed.

AYES: Board Chair Leaser and Board Members Kennedy, Annello, Hernandez, Molinar, Salcido, Fierro, Rivera, and Canales
NAYS: None

5. Motion made by Board Member Fierro, seconded by Board Member Molinar, and unanimously carried to **AUTHORIZE** the Managing Director of Purchasing & Strategic Sourcing to issue Purchase Order(s) to increase contract 2022-0355 New Flyer- NABI Parts to Transit Holdings, Inc. dba The Aftermarket Parts Company, LLC. This change order will increase referenced contract by \$900,000.00 for a total estimated amount not to exceed \$4,500,000.00. This change order will add capacity to the current contract to allow Sun Metro to purchase proprietary bus components necessary for the maintenance and repair of New Flyer-NABI manufactured buses.

Department: Mass Transit (Sun Metro)
Award to: Transit Holdings, Inc. dba The Aftermarket Parts Company, LLC
City & State: Delaware, OH
Current Contract Estimated Amount: \$3,600,000.00
Change Order Award: \$ 900,000.00
Total estimated Amount not to Exceed: \$4,500,000.00
Account(s): 560-3215-600050-531180-P6017-P60FTA117-G60225307
Funding Source(s): Federal Transit Administration (FTA) Formula 5307 Grant
District(s): All

This was a Non-Competitive Award to the sole and authorized distributor.

Board Chair Oscar Leaser commented.

Ms. Crystal Paz, Purchasing and Strategic Sourcing Senior Procurement Analyst, commented.

AYES: Board Chair Leaser and Board Members Kennedy, Annello, Hernandez, Molinar, Salcido, Fierro, Rivera, and Canales
NAYS: None

6. Motion made by Board Member Annello, seconded by Board Member Rivera, and unanimously carried to **AUTHORIZE** the Managing Director of Purchasing & Strategic Sourcing to issue Purchase Order (s) to decrease contract 2023-0673 Janitorial Services – Mass Transit (Re-Bid) to Francisco Corral dba Eagle Janitorial Service Co. This change order will decrease referenced contract by \$1,295,869.50 for a total estimated amount not to exceed \$5,508,709.50. This change order will amend the scope of work and reduce the number of services hours needed by 69,918 hours. The number of hours for the first year of service is sufficient to adequately clean Sun Metro terminals and office facilities.

Department:	Mass Transit (Sun Metro)
Award to:	Francisco Corral dba Eagle Janitorial Service Co.
City & State:	El Paso, TX
Current Contract Estimated Amount:	\$6,804,579.00
Change Order Award:	\$1,295,869.50
Total estimated Amount not to Exceed:	\$5,508,709.50
Account(s):	560 – 3215 – 522060 – 60050 – P6018 – P60FTA117– G60195307
Funding Source(s):	Federal Transit Administration Formula 5307 Grant
District(s):	All

This was a Low Bid Award - unit price contract.

AYES: Board Chair Leaser and Board Members Kennedy, Annello, Hernandez, Molinar, Salcido, Fierro, Rivera, and Canales
 NAYS: None

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REGULAR AGENDA – OTHER BUSINESS

7.

RESOLUTION

WHEREAS, on May 27, 2022 the Mass Transit Department Board (“MTDB”) approved awarding Contract No. 2022-0471 to Parkeon dba Flowbird (“Flowbird”) for Ticket Vending machines, validators and Back Office; and

WHEREAS, validators procured under Contract No. 2022-0471 (“validators”), once installed on the fixed route buses, will provide a contact-less fare ticket validation for tickets and passes purchased prior to passenger boarding; and

WHEREAS, the validators can also process passenger fare payments on-board the bus without the need for fare media such as tickets or passes using personal credit cards via Open Payments; and

WHEREAS, Flowbird specified in its response to the solicitation for Contract No. 2022-0471 that its validators will use World Pay, LLC (“WorldPay”) as the acquirer for Open Payments as their processing platform has the required certifications; and

WHEREAS, the installation of the validators on all fixed route buses is expected to be completed mid 2024; and

WHEREAS, the City wishes to enter into a Merchant Processing Agreement with WorldPay to provide the public the option for contact-less fare ticket validation and to use credit cards to pay for bus fares through the validators aboard the buses; and

WHEREAS, the Merchant Processing Agreement with WorldPay will only apply to the use of Open Payments on the validators purchased from Flowbird; and

WHEREAS, the agreement will improve City’s Transit system, support the City’s workforce development, further the City’s goal to improve air quality throughout the City and support an enhanced transit user experience.

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

1. That the City Manager or designee be authorized to sign the Merchant Processing Agreement between the City of El Paso, through its Mass Transit Department (Sun Metro) and WorldPay, a limited liability company, for credit card payment processing services connected to validators that the public will use to purchase Sun Metro bus passes, for 36 months from the first day of the calendar month following the date WorldPay processes the first transaction; the term is automatically renewed for a period of 36 months unless the parties provide 90 day termination notice. The contract price is for 0.1% of each transaction plus \$0.10 per transaction processed charged at a monthly interval; and
2. That the City Manager or designee be authorized to take actions necessary and effectuate any budget transfers, sign all related agreements, amendments to such agreements and documents necessary to carry out the intent of this resolution.

Board Member Cassandra Hernandez commented.

Mr. Jerry DeMuro, Sun Metro Deputy Transit Officer, commented.

Motion made by Board Member Annello, seconded by Board Member Fierro, and unanimously carried to **APPROVE** the Resolution.

AYES: Board Chair Leaser and Board Members Kennedy, Annello, Hernandez, Molinar, Salcido, Fierro, Rivera, and Canales
NAYS: None

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ADJOURN

Motion made by Board Member Rivera, seconded by Board Member Molinar, and unanimously carried to **ADJOURN** the meeting at 10:26 a.m.

AYES: Board Chair Leaser and Board Members Kennedy, Annello, Hernandez, Molinar, Salcido, Fierro, Rivera, and Canales
NAYS: None

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Approved as to content:

Anthony Dekeyzer, Director