



**MASS TRANSIT DEPARTMENT BOARD MINUTES
CITY COUNCIL CHAMBERS AND VIRTUALLY
July 6, 2022**

A meeting of the Mass Transit Department Board was called to order at 10:06 a.m. Board Chair Oscar Leeser present and presiding and the following Board members answered roll call: Cassandra Hernandez, Joe Molinar, Isabel Salcido, Claudia Rodriguez, Henry Rivera and Cissy Lizarraga. Board Member Peter Svarzbein participated via video conference. Board Member Aleksandra Anello requested to be excused.

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.

CONSENT AGENDA

Motion made by Board Member Rivera, seconded by Board Member Lizarraga, and unanimously carried to **APPROVE, AS REVISED**, 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 Members Svarzbein, Hernandez, Molinar, Salcido, Rodriguez, Rivera and Lizarraga and Board Chair Leeser.

NAYS: None

ABSENT: Board Member Anello

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 Mass Transit Board Meeting of June 7, 2022.

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CONSENT AGENDA – REQUEST TO EXCUSE ABSENT MASS TRANSIT BOARD MEMBERS

2. *Motion made, seconded and unanimously carried to **EXCUSE** Board Member Aleksandra Annello from the July 6, 2022 Mass Transit Board Meeting.

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CONSENT AGENDA – RESOLUTIONS

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

3. *** RESOLUTION**

WHEREAS, the City of El Paso’s Mass Transit Department (Sun Metro) has an essential goal to provide transit services in the City of El Paso while providing for the safety and security for the customers and employees of Sun Metro; and

WHEREAS, in providing for a safe environment in the vehicles and facilities, Sun Metro may need to enforce its rights to suspend providing services to any person who is engaged in unsafe acts and/or conduct that causes a disruption of service or places customers or employees in danger; and

WHEREAS, in order to evaluate the activities and conduct of a customer that is detrimental to the services provided by Sun Metro, a policy needs to be implemented for reviewing the unsafe, dangerous or disruptive act by a customer in a vehicle or facility under the control of Sun Metro; and

WHEREAS, the Suspension of Service policy (“Policy”) outlines which activities warrant the suspension of services and the duration of any suspension warranted after a thorough review of the incident; and

WHEREAS, the Policy sets out the procedures, guidelines, and process for evaluating the individual cases; and

WHEREAS, the Policy also outlines the incident review, suspension of service notification, and appeal processes; and

WHEREAS, this Policy assists Sun Metro in providing the best possible service to its customers and the residents of El Paso; and

WHEREAS, Sun Metro and the Mass Transit Board for the City of El Paso wish to adopt a Suspension of Service Policy; and

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

That the Mass Transit Board of the City of El Paso adopt the City of El Paso’s Mass Transit Department’s (Sun Metro) Suspension of Service Policy, attached hereto as Exhibit A.

That the City Manager, Chief Transit and Field Operations Officer, or his/her designees, are authorized to sign the Policy and annual confirmations attesting to the unchanged or amended nature of the Policy.

THAT changes or amendments to the Policy will submitted for the consideration and approval by the Mass Transit Board before implementation.

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CONSENT AGENDA – NOTICE FOR NOTATION

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

- 4. *Motion made, seconded, and unanimously carried to **ACCEPT** the TXDOT State Safety Oversight Annual Status Report for CY21.

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REGULAR AGENDA – OTHER BIDS, CONTRACTS, PROCUREMENTS

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

- 5. Motion made by Board Member Molinar, seconded by Board Member Hernandez, and carried to **AWARD** Solicitation No. 2022-0467 Security Guard Services – Sun Metro to Tricorp Security, Inc. for an initial term of three (3) years for a total estimated award of \$5,998,176.00. The award also includes a two (2) year option for an estimated amount of \$3,998,784.00. The total value of the contract is, including the initial term plus the option for a total of five (5) years, for an estimated amount of \$9,996,960.00. This contract will allow the Mass Transit Department (Sun Metro) to provide required security and enhanced protection and safety for Sun Metro’s customers, personnel and facilities.

Contract Variance:

The difference based in comparison to the previous contract is as follows: An increase of \$488,841.12 for the initial term, which represents an 8.87% increase due to hourly rate increases.

Department:	Mass Transit (Sun Metro)
Vendor:	Tricorp Security, Inc. Kerens, TX
Item(s):	All
Initial Term:	3 years
Option to Extend:	2 years
Annual Estimated Award:	\$1,999,392.00
Initial Term Estimated Award:	\$5,998,176.00 (3 years)
Total Estimated Award:	\$9,996,960.00 (5 years)
Account No:	560-3200-60040-522120-P6016
Funding Source:	Sun Metro Operating Funds
District(s):	All

This is a Best Value contract.

The Purchasing & Strategic Sourcing and Mass Transit (Sun Metro) Departments recommend award as indicated to Tricorp Security, Inc., the bidder offering the best value bid.

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

Ms. Ellen A. Smyth, Chief Transit and Field Operations Officer, commented.

Ms. Crystal Paz, Senior Procurement Analyst, commented.

Board Member Svarzbein commented.

AYES: Board Members Hernandez, Molinar, Salcido, Rodriguez, Rivera, Lizarraga and Board Chair Leeser.

NAYS: Board Member Svarzbein

ABSENT: Board Member Anello

6.

RESOLUTION

WHEREAS, on March 6, 2018, the City of El Paso (“City”) awarded Contract No. 2018-360 Lubricants for Transit Fleet to the following vendor:

1. M. J. Mader Enterprises, Inc. dba Bio-Dyne Chemical Co.

WHEREAS, pursuant to Part 4, Section 8, Paragraph A of the contract (Termination for Convenience) the City is authorized to terminate the Contract for convenience; and

WHEREAS, the City desires to terminate the Contract for Convenience.

NOW, THEREFORE, BE IT RESOLVED BY CITY COUNCIL OF THE CITY OF EL PASO:

That the Purchasing Director is authorized to notify M. J. Mader Enterprises, Inc. dba Bio-Dyne Chemical Co. that the City is terminating Contract No. 2018-360 Lubricants for Transit Fleet for convenience, pursuant to the provisions and requirements of Part 4, Section 8, Paragraph A of the Contract Clauses, and that the termination shall be effective as of July 6, 2022.

Motion made by Board Member Molinar, seconded by Board Member Lizarraga and unanimously carried to **APPROVE** the resolution and **AUTHORIZE** the Purchasing Director to notify M.J. Mader Enterprises, Inc dba Bio Dyne Chemical Co. that the City is terminating Contract 2018-360 Lubricants for Transit Fleet for convenience, pursuant to the provisions and requirements of Part 4, Section 8, Paragraph A of the Contract Clauses, and that the termination shall be effective as of July 6, 2022.

AYES: Board Members Svarzbein, Hernandez, Molinar, Salcido, Rodriguez, Rivera, Lizarraga, and Board Chair Leeser.

NAYS: None

ABSENT: Board Member Annello

7. Motion made by Board Member Rivera, seconded by Board Member Molinar, and unanimously carried to **AWARD** Solicitation No. 2022-0619 Lubricants for Transit Fleet (Re-Bid) to MJ Mader Enterprises Inc. dba Bio Dyne Chemical Co. for an initial term of one (1) year for a total estimated award of \$576,300.00. The award also includes a one (1) year option for an estimated amount of \$576,300.00. The total value of the contract is, including the initial term plus the option for a total of two (2) years, for an estimated amount of \$1,152,600.00. The award of this contract will allow for the purchase of lubricants required for Sun Metro buses.

Contract Variance:

The difference based on comparison to the previous contract is as follows: a decrease of \$68,223.00 for the initial term, which represents a 10.59% decrease due to less items included in this contract.

Department	Sun Metro – Mass Transit
Award to:	MJ Mader Enterprises Inc. dba Bio Dyne Chemical Co.
Initial Term:	1 year
Option to Extend:	1 year
Annual Estimated Amount:	\$576,300.00
Total Estimated Award:	\$1,152,600.00 (2 years)
Account No:	560-3200-530040-60050-P6017
Funding Source:	Operating Fund
District(s):	All

This is a Low Bid Requirements contract.

The Purchasing & Strategic Sourcing and Sun Metro - Mass Transit recommend award as indicated to MJ Mader Enterprises Inc. dba Bio Dyne Chemical Co., the sole, lowest and responsible bidder.

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

AYES: Board Members Svarzbein, Hernandez, Molinar, Salcido, Rodriguez, Rivera, Lizarraga, and Board Chair Leeser.

NAYS: None

ABSENT: Board Member Annello

8. Motion made by Board Member Lizarraga, seconded by Board Member Molinar and unanimously carried to **AUTHORIZE** the Director of Purchasing & Strategic Sourcing Department to issue Purchase Orders for 2022-0510 Rolling Stock Audit Services to First Transit, Inc., for a term of five (5) years for a total estimated amount of

\$574,336.00. The award of this contract will allow Sun Metro to conduct required Pre-Award and Post-Delivery Audits for Rolling Stock Procurements as required by the Federal Transit Administration (FTA). FTA objective in implementing 49 CFR part 661 - Buy America Requirements and 49 CFR part 663 - Pre-Award and Post Delivery Audits of Rolling Stock Purchases is to support U.S. jobs and the U.S. manufacturing industry.

Contract Variance: N/A

Department: Mass Transit (Sun Metro)
Award to: First Transit Inc.
El Paso, TX
Term: Five (5) years
Group 1: \$161,736.00
Group 2: \$412,600.00
Total Estimated Amount: \$574,336.00 (5 years)
Account No: 560-3200-60010-521010-P6006
Funding Source: Sun Metro Operating Funds
District(s): All

Non-Competitive, Requirements Contract

Ms. Ellen A. Smyth, Chief Transit and Field Operations Officer commented.

Ms. Crystal Paz, Senior Procurement Analyst commented.

Board Member Svarzbein commented.

AYES: Board Members Svarzbein, Hernandez, Molinar, Salcido, Rodriguez, Rivera, Lizarraga, and Board Chair Leeser.

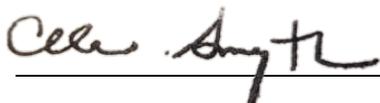
NAYS: None

ABSENT: Board Member Anello

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ADJOURN

Motion made by Board Member Rivera, seconded by Board Member Molinar, and unanimously carried to **ADJOURN** the meeting at 10:22 a.m.

Approved as to content:



Ellen A. Smyth, Chief Field & Transit Operations Officer