

CATS

CAPITAL AREA TRANSIT SYSTEM

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**MEETING OF THE
BOARD OF COMMISSIONERS OF
CAPITAL AREA TRANSIT SYSTEM
AND
PUBLIC TRANSPORTATION COMMISSION**

JANUARY 22, 2018

4:30 p.m.

**BREC Administration Building
6201 Florida Boulevard
Baton Rouge, LA 70806**

MINUTES

I. CALL TO ORDER: Mr. Jim Brandt

Mr. Brandt called the meeting to order.

II. ROLL CALL

All members were present, namely Messrs. Bellue, Brandt, Breaux, Cohran, O’Gorman and Thomas and Mss. Green, Perkins, and Pierre. Also present were Mr. Bill Deville, CEO; Mr. Rod Goldman, COO; Mr. Darrell Brown, CAO; other CATS staff; Creighton Abadie of Lindsay Abadie, A.P.L.C., CATS attorney; and members of the public.

III. APPROVAL OF MINUTES OF DECEMBER 19, 2017 MEETING

Ms. Perkins moved to approve the minutes of the December 19, 2017, meeting and Mr. Cohran seconded the motion. Mr. Brandt invited public comment and there was none. The motion passed unanimously with no abstentions.

IV. PRESIDENT’S ANNOUNCEMENTS

Mr. Brandt reviewed the public comment policy.

Mr. Brandt shared that CATS would be hosting a Customer Appreciation Day on January 26th from 11:00 a.m. until 3:00 p.m. at the main terminal and invited everyone to participate.

Mr. Brandt noted that he had appointed Kevin O’Gorman to chair the nominating committee for board officers and that Matt Thomas and Erika Green would be on the committee. He urged any board member interested in holding an office to let one of the three committee members know.

Mr. Brandt shared that Peter Breaux, Erika Green, and Linda Perkins had all been reappointed by the Metro Council to serve another term on the CATS Board and thanked them for their continued service.

V. SAFETY MOMENT

Mr. Brandt communicated that CATS had recently hired Renee Simpson as the Safety and Risk Manager and noted that she would be sharing a safety moment at the board meetings moving forward.

Ms. Simpson shared that safety moments help create a culture of safety within organizations and that she looked forward to assisting in the development of a safety culture at CATS.

VI. ADMINISTRATIVE MATTERS

1. Executive and Financial Report: Mr. Bill Deville and Executive Staff

Ms. Bowie shared that the following hires were made in December: Facilities Maintenance – 1 Custodial Crew member.

Mr. Goldman shared that, in Operations, there are currently 140 Operators on the roster and 134 are active. The Operators of the Month for December were Marlon Gotch and Sheila Bennett.

Mr. Goldman reported that ridership for December was 196,660. He noted the mean miles between mechanical failures were 1,608.4; the mean miles between road calls were 5,781.5. He noted that the targets in the Strategic Plan were 3,000 mean miles between mechanical failures and 8,000 mean miles between road calls by December 31, 2018. There were 174.8 trips cancelled in December and 99.5% of trips operated. The on-time performance metric is measured by both current and new metrics, but this is the last month that the measurement of one minute early to ten minutes late would be measured; by that measurement, CATS was at 84.9% on time. The new measurement of zero minutes early to five minutes late would be

exclusively tracked moving forward, and by that metric, CATS was 64.8% on time. The goal is to have an on-time performance of 80% by December 31, 2019. There were 1.9 preventable accidents per 100,000 miles in December; the target is 2.5 preventable accidents by December 31, 2018, so CATS will continue striving to keep that number low. There were 25.9 complaints per 100,000 boardings in December; there were 51 total complaints for the month, and 20 that required corrective action. The target is to have less than 20 total complaints per month by the end of the year. It was noted that there were also three commendations for the month.

Mr. Deville reminded the board that the plans continue for the Plank Road BRT and that CATS is looking to invest in new electric buses and to undertake infrastructure improvements in conjunction with BRT.

It was noted that CATS has established dialogue with the East Baton Rouge Redevelopment Authority and its new President and CEO Chris Tyson that centers initially on the Plank Road Corridor.

Mr. Deville shared that work continues in areas of each of the hubs.

Mr. Deville informed the board that CATS will be leasing additional office space on the 9th floor of Mid-City Tower.

Mr. Deville communicated that the CATS team worked incredibly hard during the recent freeze and did suspend service, but did so in coordination with City officials and communicated this with the public.

Mr. Deville noted that the total operating revenue for December was \$236,386, and the total governmental revenues were \$0, for a total source of funds of \$236,386.

The total direct operating expenses for December were \$2,658,555.

The property tax collected year-to-date is \$17,065,502, and the amount expended year-to-date is \$17,043,643.

VII. COMMITTEE REPORTS AND ANY ACTION THEREON

1. Finance and Executive: Mr. Jim Brandt

Mr. Brandt referred the members to the minutes of the committee's January 11th meeting in their packets. He shared the highlights and noted that the action items would be considered later in the meeting.

He noted that all action items had been recommended by the F&E Committee for adoption.

2. Technical, Policies and Practices: Dr. Peter Breaux

Dr. Breaux noted the committee did not meet.

3. Audit: Mr. Kevin O’Gorman

Mr. O’Gorman noted that the committee did not meet.

4. Planning: Mr. Kevin O’Gorman

Mr. O’Gorman noted that the committee had met that afternoon to continue the discussion of the Capital Improvements and Investments Plan. He shared that the Plan will be presented for adoption in March.

5. Community Relations: Ms. Linda Perkins

Ms. Perkins noted the committee did not meet.

Mr. Rob Miller of Reliant Transportation reported that Reliant provided 5,611 rides in December and 96% were on time. There were 3,940 total service hours and four complaints, with zero deemed valid.

VIII. ACTION ITEMS

1. Consideration of authorization to renew general liability contract with Travelers Insurance

Mr. Brown shared that CATS has had this policy with Travelers Insurance for several years and that the agent of record had researched competitive quotes for the contract. It was staff’s recommendation that the policy be renewed.

Mr. Brandt noted that this item was unanimously recommended for approval by the F&E Committee.

Mr. Bellue moved that the contract for general liability insurance with Travelers Insurance be renewed and Mr. Thomas seconded the motion. Mr. Brandt invited public comment and there was none. The motion passed unanimously with no abstentions.

2. Consideration of authorization to extend CFO services contract with Victorious Gold

Mr. Deville shared that Mr. Miller has been a tremendous asset in the Finance Department and noted that there is work that remains to be done where his expertise is required.

Mr. Brandt noted that this item was unanimously recommended for approval by the F&E Committee.

Mr. Cohran moved that the contract with Victorious Gold for the interim CFO services of Bob Miller be extended through March 31, 2018 and that the total value of the contract be increased to an amount not to exceed \$80,000. Mr. Brandt invited public comment and there was none. The motion passed unanimously with no abstentions.

3. Consideration of authorization to award paratransit contract

Mr. Brown shared that the staff had worked diligently over the last several months to produce a scope of work to solicit proposals for paratransit service. It was noted that this was needed because the contract had not been rebid in more than ten years.

The Proposal Evaluation Committee reviewed the three proposals that were received and heard presentations from the two highest scoring bidders, MV Transportation, Inc. (hereinafter "MV") and Reliant On-Call (hereinafter "Reliant"). After considering the proposals, presentations, and costs associated, the PEC unanimously recommended that MV Transportation, Inc. be awarded the contract for paratransit services to CATS.

Mr. Brandt noted that this recommendation was the culmination of a great deal of work and that it followed the same procurement process as all other proposals. He further stated that it was the unanimous recommendation of the PEC that MV be awarded the contract.

So that she could obtain additional information, Ms. Green moved that the item be deferred for thirty days and Mr. Cohran seconded the motion. It was noted that the February board meeting would take place sooner than thirty days, and Ms. Green amended her motion so as to defer the item to the February board meeting. Mr. Cohran seconded the motion. Mr. Brandt invited public comment and several people spoke.

Chris Nichols stated that she would be the Project Manager and shared that she has spent 14 years going above and beyond for CATS. She and Reliant have a commitment to Baton Rouge and it matters to them. She asked that CATS look at Reliant's history with CATS when considering this matter.

Jamie Simpson stated that Chris Nichols is a great person and noted that she did not understand how Reliant scored lower than MV.

Davis Rhorer stated that Chris Nichols has worked in transportation for two decades and has been on the Downtown Development District's board. She is committed to transit.

Rob Miller stated that he would like to continue to work with CATS and that the last time Reliant lost a contract to MV it hurt a great deal. He noted that MV routinely underbids on contracts to win the business, and then increases the price once the contract is underway. He also spoke about the previous contract between CATS and MV wherein the amount of money paid to MV Transportation was increased over the life of the contract.

Al Weeden shared that the ATU Local 1546 supports Reliant.

Malcolm Meyer shared that he supported Reliant and felt they should continue to have the contract. He also discussed a packet of documents that was handed out to board members during his comments and noted a history of underbidding and overpricing by MV.

Trey Ourso stated that he supports Reliant and the fact that they are local. He noted that Mr. Miller was instrumental in the CATS tax election and feared the tax would not be renewed if an out-of-state-firm was awarded the contract.

Voting yes for the motion were Messrs. Breaux and Cohran and Mss. Green and Pierre. Voting no were Messrs. Bellue, Brandt, O'Gorman, and Thomas. Ms. Perkins abstained. The motion failed.

Mr. Brandt reiterated that the staff had done its due diligence in reviewing proposals and reaching a decision. He also noted that the increase in the amount paid to MV for the last contract between CATS and MV was at the behest of CATS, not MV, and that the work was satisfactorily completed.

Mr. Brandt moved that the following resolution be adopted:

RESOLUTION TO AWARD PARATRANSIT SERVICES CONTRACT

BE IT RESOLVED by the Capital Area Transit System Board of Commissioners, that the paratransit RFP be and is hereby awarded to MV Contract Transportation, Inc. and that the CEO is authorized to enter into a contract with MV Contract Transportation, Inc. to provide paratransit services.

Mr. Thomas seconded the motion. **Mr. Brandt** invited public comment and several people spoke.

Mr. Miller stated that he hoped that Reliant and CATS would continue working together.

Mr. Gary Coles shared that MV has a record of working with transit agencies across the country and routinely saves money by providing efficiency and cost savings measures. He noted that the company began as a husband-and-wife team with two vans providing paratransit service in their community because they saw a need; MV only grew from there. **Mr. Coles** further stated that CATS and MV did have a successful relationship prior to this proposal and he hoped that relationship would continue in the future.

Voting yes for the resolution were Messrs. Bellue, Brandt, O’Gorman, and Thomas. Voting no were Messrs. Breaux and Cohran and Mss. Green and Pierre. Ms. Perkins abstained. The resolution failed.

4. Consideration of authorization to award electric bus purchase contract

Mr. Deville shared that CATS issued an ITB for the purchase of three electric buses.

BYD was the bidder that submitted the lowest price and their bid was determined to be responsive. The recommendation is to award the electric bus purchase contract to **BYD**.

It was noted that this item was unanimously recommended for approval by the F&E Committee.

Mr. Brandt moved that the following resolution be adopted:

RESOLUTION TO AWARD ELECTRIC BUS PURCHASE ITB

BE IT RESOLVED by the Capital Area Transit System Board of Commissioners, that the electric bus purchase ITB be and is hereby awarded to BYD and that the CEO is authorized to enter into a contract with BYD for the purchase of three (3) electric buses.

Mr. O’Gorman seconded the motion. **Mr. Brandt** invited public comment and there was none. Voting yes were Messrs. **Bellue, Brandt, Breaux, Cohran, O’Gorman, and Thomas** and Mss. **Green, Perkins, and Pierre**. The motion passed unanimously with no abstentions.

IX. PUBLIC COMMENTS

Al Weeden stated that the property tax would be up for renewal in 2022 and **CATS** must work to ensure the public has confidence in the work done.

X. ADJOURNMENT

Ms. Perkins moved to adjourn the meeting and **Mr. Cohran** seconded the motion. The motion passed unanimously with no abstentions.