

MINUTES
MEETING OF THE BOARD OF DIRECTORS
OPERATIONS & SAFETY COMMITTEE
METROPOLITAN ATLANTA RAPID TRANSIT AUTHORITY

December 12, 2011

The Board of Directors Operations & Safety Committee met on December 12, 2011 at 10:15 a.m. in the Board Room on the 6th Floor of the MARTA Headquarters Building, 2424 Piedmont Road, Atlanta, Georgia.

Board Members Present

Juanita Jones Abernathy
Harold Buckley, Sr.
Frederick L. Daniels, Jr.
Jim Durrett
Roderick E. Edmond
Jannine Miller*
Adam Orkin, Chair

MARTA officials in attendance were: General Manager/CEO Beverly A. Scott; Deputy General Manager/COO Dwight A. Ferrell; AGMs Davis Allen, Deborah Dawson, Wanda Dunham, Ben Graham, Georgetta Gregory, Mary Ann Jackson, Jonnie Keith, Cheryl King, Rich Krisak, Miriam Lancaster (Acting), Ryland McClendon and Gary Pritchett; Sr. Directors Rhonda Briggins, Johnny Dunning, Jr. and David Springstead; Directors Rich Boullain, Anton Bryant, Sharon Crenshaw, Lisa DeGrace, Lowell "Rip" Detamore, Reginald Diamond, Joe Erves, Garry Free, Charlotte Harris, Connie Krisak, Fred Remen, Elvin Tobin and John Weber; Managers Rod Hembree, Marvin Toliver, Denise Whitfield and Beverly Williams; Executive Manager to the Board Rebbie Ellisor-Taylor; Sr. Executive Administrator Tyra J. Wiltz; Executive Administrator Renee Willis. Others in attendance Carlos Arrieta, Cecil Banks, Doug Chambers, Christopher Dorsey, Kenneth Johnson, Tracy Kincaid, Haniyah Miller, Josh Piermarini, Anthony Pines, Srinath Remala, Charles Smith, Zaheer Wadhwanian and James Watkins.

Also in attendance Charles Pursley, Jr. of Pursley, Lowery and Meeks; Matt Pollack of MATC; Pam Alexander of LTK.

*Jannine Miller is Executive Director of Georgia Regional Transportation Authority (GRTA) and is therefore a non-voting member of the MARTA Board of Directors

Approval of the November 14, 2011 Operations & Safety Committee Meeting Minutes

On motion by Mr. Durrett seconded by Mr. Buckley, the minutes were unanimously approved by a vote of 4 to 0, with 4 members present.

Resolution Authorizing a License Agreement for Placement of Atlanta Streetcar Traction Power Substation at Peachtree Center Station

Mrs. Lancaster presented this resolution for Board of Directors' approval authorizing the General Manager/CEO to execute and agreement between the City of Atlanta and MARTA for the placement of a traction power substation at the Peachtree Center Station to provide electrical power for the operation of the Atlanta Streetcar Project.

Mr. Orkin asked if MARTA needs to perform work that may interfere with the section that the City of Atlanta owns will the Authority have the ability to maneuver through the substation.

Mrs. Lancaster said yes, MARTA will in fact control the City's access to the site. The area is a controlled access site and it is not open to revenue services or to the public.

On motion by Mr. Durrett seconded by Mr. Buckley, the resolution was unanimously approved by a vote of 4 to 0, with 4 members present.

Resolution Authorizing Award of a Contract for the Construction of an Integrated Operations Center, CP B21196

Mr. Springstead presented this resolution for Board of Directors' approval authorizing the General Manager/CEO or her delegate to enter into a contract with Cooper & Company General Contractors, Inc. for the construction of an Integrated Operations Center.

On motion by Mr. Durrett seconded by Dr. Edmond the resolution was unanimously approved by a vote of 5 to 0, with 5 members present.

Dr. Edmond said sixteen (16) Contractors purchased the Contract Document but only two (2) bids were received. He asked if there was any explanation why so few companies put in their bids.

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Mr. Springstead said the contract calls for a very aggressive renovation schedule of less than one year to do a build. Two very good contractors submitted bids so staff was satisfied with those.

Dr. Edmond asked why is the recommended awardee's bid amount higher than the engineer's estimate.

Mr. Springstead said considering the compressed schedule and the complexity of the work staff feels that the contractor's bid amount is fair and reasonable.

Mr. Ferrell said a RFP and an IFB includes a schedule; so it is not uncommon for contractors not to submit bids based on scheduling conflicts.

Mr. Durrett said 12 of the 16 firms were only interested in being subcontractors.

Mr. Springstead said in the future MARTA will give more details in advance to let firms know what projects are being planned. If those details are released further in advance MARTA is more likely to receive more bids.

Mr. Daniels asked how far in advance did MARTA put this out for bid.

Mr. Pritchett said 30-45 days.

Mr. Daniels asked is that standard.

Mr. Pritchett said yes; however MARTA is moving away from that timeline and will produce a look-ahead list of one (1) year that will give an advance notice of what will be put out for contract. Staff is on the final stages of in-house coordination of that list.

Mr. Daniels asked about the DBE process.

Mr. Diamond said overall advisements of DBE goals for contracts of this nature are tailored within 2-3 days of MARTA advertising a contract for consideration by prime contractors. They are sent direct correspondence apprising them of what the project is and if MARTA has identified them as a potential bidder as a subcontractor for the contractors at the prime level to consider.

Resolution Authorizing Award of a Contract for FA Suites Enterprise Asset Management Solutions

Mr. Springstead presented this resolution for Board of Directors' approval authorizing the General Manager/CEO to enter into a contract with AssetWorks for FASuite Enterprise Management Solutions software upgrade to ensure the Authority remains in compliance with the FTA State of Good Repair Guidelines.

Mr. Daniels asked about timeline for implementation.

Mr. Springstead said one (1) year from the date of award.

Mr. Daniels asked would it be a part of the 2014 Budget.

Mr. Springstead said yes.

Mr. Durrett asked if the Board will be able to use the software to take a look at MARTA's full assets.

Mr. Springstead said not at this stage. This is the first step in a two part process. Staff will bring procurement consideration to the Board at a later date.

Dr. Scott said the software will the Board and MARTA staff the ability to view the Authority's complete assets.

Mr. Buckley said that it would be helpful if the Board could receive an explanation on the Asset Management Program.

Mr. Orkin asked about the cost breakdown.

Mr. Springstead said \$493K is from FTA and local match is MARTA.

Mr. Orkin asked what MARTA will pay.

Mr. Springstead said over \$300K.

Mr. Daniels asked if the Board will receive software training.

Mr. Springstead said this piece is largely a staff tool.

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Mr. Daniels asked is it for Board use.

Mr. Springstead said the Board can have access.

On motion by Dr. Edmond seconded by Mr. Daniels, the resolution was unanimously approved by a vote of 5 to 0, with 5 members present.

Resolution Authorizing an Increase in the Contractual Authorization for Geotechnical Engineering and Construction Materials Testing Services by ATC Associates, Inc.

Mr. Springstead presented this resolution for Board of Directors' approval authorizing a \$700,000 increase from \$3,000,000 to \$3,700,000 in the contractual authorization for Geotechnical Engineering and Construction Materials Testing Services by ATC Associates, Inc. in Fiscal Years 2009 through 2013.

Dr. Edmond asked why the increase is needed.

Mr. Springstead said this will keep MARTA whole through the remainder of the contract.

Mr. Ferrell added that this will cover projects that were not initially forecasted.

Mr. Orkin asked if this will be seen in the Capital Improvement Plan with Geotechnical services per contract.

Mr. Springstead said yes.

Mr. Ferrell commented that there will still be some estimates. Geotechnical services aren't done by project. It would be more costly to do it per project so it is allocated across projects.

Mr. Orkin asked about scope.

Mr. Ferrell said each contract will have its own.

Mr. Orkin asked how does that work.

Mr. Ferrell said the Capital Budget has already paid for it.

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Mr. Springstead added that this is a task order based contract.

Mr. Durrett said staff must have an estimate. He requested that the Board receive a copy.

Mr. Orkin said the Board would like to see an overall estimate rather than see each project stand on its own.

Mr. Ferrell said staff can provide that.

Mr. Daniels said the Board realizes that this is only an estimate. He asked what happens if all the money is not spent.

Mr. Ferrell said it stays in the CIP.

Mr. Durrett cautioned the Board not to get involved in details at the staff level. He added that the Board should consult with Dr. Scott and Mr. Ferrell for clarity on the appropriate way to handle this.

Mr. Orkin agreed.

On motion by Mr. Daniels seconded by Mr. Buckley the resolution was unanimously approved by a vote of 5 to 0, with 5 members present.

Resolution Authorizing the Ratification of Payments Made to AT&T, Authorizing a Three (3) Month Contract Extension and Approval of Additional Funding for Voice and Data Telecommunications Services, RFP P5350

Mr. Graham presented this resolution for Board of Directors' approval authorizing the General Manager/CEO or her delegate to (1) ratify payments in the amount of \$481,368 previously paid to AT&T for Voice and Data Telecommunications, (2) approve additional funding in the amount of \$721,000 to pay for services through March 2012, increasing the total Board authorized amount from \$3,757,030.70 to \$4,959,398.70, an increase of \$1,202,368 and (3) approve a three (3) month contract term extension, extending the contract completion date from December 2, 2011 to March 2, 2012.

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Mr. Ferrell stated that this resolution is coming before the Board after the fact. He assured the Committee that matters of this nature will be addressed internally to prevent this issue in the future.

Mr. Daniels commented that substantial discussion of this matter was held during the November 28th Audit Committee meeting.

On motion by Mr. Buckley seconded by Mr. Daniels, the resolution was unanimously approved by a vote of 5 to 0, with 5 members present.

Resolution Authorizing the Ratification of Payment Made to Xerox, Inc., Increasing Contractual Authorization to Providing Additional Funding for the Lease/Maintenance of Digital Printing Equipment, CP B10084 and Increasing the Term of the Contract

Mr. Pritchett presented this resolution for Board of Directors' approval authorizing the General Manager/CEO or her delegate to (1) ratify cost incurred from August 1, 2011 to January 6, 2012 in the amount of \$170,974, (2) provide additional funding for a 30-day contract extension, in the amount of \$27,026, resulting in an increase in the total Board authorization from \$1,095,450 to \$1,293,450, an increase of \$198,000 and (3) increase in the period of performance from January 7, 2012 to February 6, 2012, an increase of 30 days.

On motion by Mr. Durrett seconded by Mr. Orkin, the resolution was unanimously approved by a vote of 5 to 0, with 5 members present.

Resolution Authorizing the Award of a Contract for the Lease/Maintenance of a Digital Printing System, State of GA Contract CP B24547

Mr. Pritchett presented this resolution for Board of Directors' approval authorizing the General Manager/CEO or her designee, subject to legal sufficiency and approval, to award a contract to Cannon Business Solutions for the lease and maintenance of a digital printing system in the total amount of \$737,367.60.

Mr. Daniels asked if any cost savings can be quantified.

Mr. Pritchett said this contract is approximately a 30% decrease from the previous contract amount of \$1.04M.

On motion by Mr. Buckley seconded by Mr. Daniels, the resolution was unanimously approved by a vote of 6 to 0, with 6 members present.

Resolution Authorizing Multiple Contract Awards for the Procurement of Printing Paper for Authority-Wide Use, Under Solicitation CP B24154

Mr. Pritchett presented this resolution for Board of Directors' approval authorizing the General Manager/CEO or her delegate to enter into contracts with Mac Papers, Athens Paper and Xerox Corporation for the procurement of printing paper for Authority-wide use.

On motion by Mr. Daniels seconded by Mr. Durrett, the resolution was unanimously approved by a vote of 6 to 0, with 6 members present.

Other Matters

No other matters came before the Committee.

Adjournment

The meeting of the Operations Committee adjourned at 11:09 a.m.

Respectfully submitted,

Kellee N. Mobley
Sr. Executive Administrator to the Board