

## Minutes

### RTA Organizational, Services and Performance Monitoring Committee Meeting

9:55 a.m., January 7, 2020

**Committee:** Lucas (Chair), Byrne, Serrano

**Other Board members:** Clough, Joyce, Moss, Pellot

**Not present:** Bibb, McCall, Welo

**Also Present:** Agnew, Anderson, Astolfi, Bell, Benford, Bennett, Beveridge, Birdsong, Bitto, Brooks-Williams, Burney, Carter, Catalusci, Caver, Cottrell, Dangelo, Davidson, Davis, Dietrich, Draper, Fields, Garofoli, Gautam, Gibbons, Harris, Jaszczak, Laule, Lewis, Loh, Metcalf, Montgomery, Moore, Penning, Pickett, Piggery, Ross, Schipper, Scott, Stocking, Sutula, Tarka, Temming, Togher, Uhas, Wiehe, Winn, Woodford, Young, Zeller

Rev. Lucas called the meeting to order at 9:55 a.m. The secretary called the roll and reported that three (3) committee members were present.

#### RFP Procurement: Technical Specification, Program Management & Engineering Services for Red Line HRV

Dan Dietrich, director of Fleet Management and Mabry Harris from Procurement gave the presentation. This service will help with the technical specs, program management and engineering processes throughout the purchase of the HRVs. RTA's HRV fleet is beyond its 30 year design life and is in need of replacement. From the Rail Car Pillar Study completed in 2019, the estimated remaining life of the HRV fleet is five years as a result of corrosion, increased maintenance and obsolete parts/components. Due to the scope of this project and technical expertise needed, GCRTA requires engineering consultant services to assist in completion of a successful project. The current HRV was put in service in 1984.

GCRTA requires a qualified engineering firm (EF) to assist with writing of technical specifications to be included in the Request for Proposal for new heavy rail cars. Services will include program management and engineering services for a joint or solo procurement from design to in-service. The EF will assist GCRTA staff with the acquisition and timely delivery of new railcars for use on the existing Red Line.

The RFP was issued on August 12, 2019. It was accessed on the GCRTA website by 25 interested parties. Three proposals were received on September 26, 2019. All three proposers were interviewed and submitted best and final offers. The evaluation panel consisted of various RTA departments using selected criteria. The recommended company is LTK Engineering Services located in Ambler, Pennsylvania. The DBE participation goal is 10%. LTK is an industry leader in providing consulting services to assist agencies with new rail vehicle procurement projects. They provide a clear project approach and have familiarity with GCRTA's current heavy rail fleet of vehicles and has a successful history providing similar scope of services to other transit agencies. Relevant clients have included San Francisco Bay Area Rapid Transit (BART), Chicago Transit Authority (CTA), LA Metro in California and several others.

Staff requests that the Organizational, Services & Performance Monitoring Committee recommend to the Board of Trustees the award of a contract to LTK Engineering Services for Technical Specification, Program Management and Engineering Services for a total contract amount not to exceed \$5,799,792.00.

Bryan Moore, transportation manager at Triskett, will be the project manager. He worked in Engineering for 17 years and worked on the Euclid Corridor for 10 years.

It was moved by Mr. Serrano, seconded by Mayor Byrne to move this to the full Board.

RFP Procurement – Revenue Collection and Processing Services

Scott Uhas, director of Revenue and Vanessa Penning contract administrator, Procurement, gave the presentation. This contract entails dealing with the contractor hired to count currency and coin received from fare boxes and Ticket Vending Machines (TVM). Money collected at each facility is emptied from the fare boxes each night and placed into revenue bins. Fare boxes are inside of all RTA rolling stock. TVMs are located on the HealthLine and Red Line. The scope of services require revenue bins be picked up daily from an armored guard in an armored vehicle that can accommodate up to 2,000 lbs. They need to be able to transport to a high security facility and sort and process all funds received same day. The contractor must guarantee a next day deposit of all funds. This is approximately \$15 MI a year. The in-house verification process is to compare the daily collections from the fare boxes to what is reported by the contractors. Spot audits are also performed.

This RFP was issued on October 7, 2019. Proposals were solicited for a three year contract with two, one-year options. It was accessed on the GCRTA website by twenty-five interested parties. One company proposed. The evaluation panel consisted of various RTA departments using selected criteria. The recommended company is Brink's Inc. with a local office in Cleveland, Ohio. A DBE Goal of 0% was established due to lack of certified DBE firms. Brinks has been in business since 1895 and is the largest provider of Armored Truck Services in U.S and has been GCRTA's revenue collection services contractor since 1995. It is a worldwide organization with a local branch. They have experienced/qualified staff. Some of their clients include, The Metro Transit Authority in Akron, Port Authority of Allegheny County in Pittsburgh, University Hospitals in Cleveland and several others.

Staff requests that the Organizational, Services & Performance Monitoring Committee recommend to the Board of Trustees the award of a three year contract to Brinks, Inc. in an amount NTE \$1,116,236.70, with two, one-year options in an amount NTE \$388,932.97 for option year one, and in an amount NTE \$398,922.03 for option year two, for a total contract amount not to exceed \$1,904,091.70 for the five year period.

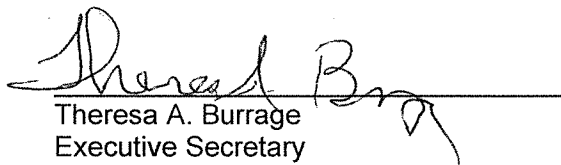
Mayor Clough asked if there has been more than one contractor submitting a proposal in the past. Ms. Penning said that only one contractor proposed the last time it was posted. Mr. Uhas said in the 90's, Dunbar proposed. Their proposal had Brinks perform certain task. Eventually, Brinks acquired Dunbar. Ms. Birdsong requested staff follow-up with the potential bidders about why they choose not to bid. Ms. Dangelo stated that the interested bidders either didn't have a local facility able to handle the vaults, did not provide services in Cleveland or didn't have the proper equipment. Ms. Birdsong requested this information be included for instances where there is a sole bidder.

It was moved by Mr. Serrano, seconded by Rev. Lucas to move this on to the full Board.

Rev. Lucas adjourned the meeting at 10:10 a.m.



Floun'say R. Caver, Ph.D.  
Interim Secretary/Treasurer



Theresa A. Burrage  
Executive Secretary