

**MINUTES OF THE
JACKSONVILLE TRANSPORTATION AUTHORITY
BOARD WORK SESSION
FEBRUARY 25, 2021**

The JTA Board of Directors held a Work Session on February 25, 2021. The Board of Directors and Staff attended in person, the public attended virtually via WebEx.

BOARD ATTENDEES: Arezou Jolly, Kevin Holzendorf, Debbie Buckland, Ray Driver, Isaiah Rumlin and Nicole Padgett.

JTA STAFF ATTENDEES: Nathaniel P. Ford Sr, Cleveland Ferguson III, Bonnie Todd, Bernard Schmidt, Greg Hayes, Greer Gillis, Andy Rodgers, Katie Smith, and Alexander Travesa.

OTHER ATTENDEES: Richard Milian, General Counsel and Larry Parks, FDOT.

I. WELCOME: Chair Jolly called the work session to order at 12:16 p.m. and welcomed Board Members, JTA Staff and guests.

II. PUBLIC COMMENT: Chair Jolly asked for public comments. No public comments

CHAIR'S 2021 GOALS: Chair Jolly provided the Board with an overview of her key priorities and what she would like to focus on in 2021. Her focus will be on: the MOVE Plan-Phase II: Planning the JTA of the Future, Economic Development/Transit-Oriented Development (TOD), and Apply USDOT Priority Alignment to the JTA's Annual Work Plan.

SUSTAINABILITY PLAN: Ms. Gillis provided an overview of JTA's Sustainability Action Plan. She defined Sustainability as an integration of environmental health, social equity and economic vitality in order to create healthy, thriving, diverse and resilient communities for this generation and generations to come.

Ms. Gillis stated the Sustainability Program Office has been developed and a Sustainability Program Manager has been identified to lead agency-wide Sustainability efforts. This will be done through the implementation of strategy and planning, policy development, assessment, stakeholder engagement and reporting. The Sustainability Program Manager will work across the Authority acting as a catalyst for sustainability projects and initiatives. Ms. Gillis stated the Sustainability Office is supported by the Sustainability Committee consisting of Senior Leaders across the Authority including Construction, Planning, Procurement, Communications, Marketing, Operations and Finance.

Ms. Gillis provided an overview of the programs key initiatives. The focus will be on Increasing Operational Efficiency, Alternative Fuels, Sustainability and Resilient Facilities, Capital Projects and Transportation and Land Use.

Ms. Gillis provided an overview of the Sustainability Achievements to date.

Mr. Traversa provided an overview of the Sustainability Action Plan. He stated the Sustainability Action Plan was developed in 2019 to help build on the commitment and efforts set forth by the CEO in 2014, when JTA pledged to support the American Public Transportation Association's Sustainability Commitment. The plan establishes a "Plan, Do, Check, Act" framework for

systematically moving the organization towards its long-term goals by identifying goals and a portfolio of projects to achieve them.

Mr. Traversa stated the plan was developed in three major phases. The first phase focused on the Authority-wide data collection effort, development of a base line metric, and identification of areas of improvement to be targeted by the plan. He stated the second phase consisted of engaging staff across the Authority. This phase included workshops with team members and led to the vision, goals and project portfolio of the plan. The final phase developed the implantation around the project portfolio and refines the project level details.

Mr. Traversa provided an overview of the Sustainability Plan Solutions Memo, which examines the period from 2013-2017. It addresses performance in six focus areas: water use, pollution discharge, facility energy use, materials management, fleet operations, healthy communities and economic vitality. This information is outlined in the Resolution that Staff will recommend the Board to approve.

Mr. Traversa provided an overview of the Sustainability Action Plan Goals. The plan identifies fifteen goals related to the six focus areas. These focus areas are Water Use & Pollutant Discharge, Facility Energy Use, Materials Management, Fleet Operations, Healthy Communities and Economic Vitality. The goals include short and long term targets that will be used to guide the plan and measure its success.

Mr. Traversa provided the overview of the Sustainability Action Plan Cost & Benefits. He stated to fulfil the Sustainability Vision the plan identifies twenty-three projects across the six focus areas. The estimated budget for the twenty-three projects included in the plan is \$4.9 million over ten years. Mr. Traversa stated the first year cost of the plan is estimated at \$1.5 million then slowly leveling off thereafter. He stated not all the projects require investment. Over a third of the projects in the plan are designed for implementation with no or low cost. This is accomplished by implementing Sustainability and into expenditures already planned by accomplishing the project in-house efforts. The plan is designed to pay for itself within seven and half years. Several of the projects generate revenue while others have expenditures. These savings grow over time resulting in a new benefit over ten years. Together the projects have a potential to generate \$2.3 in net benefits.

Mr. Traversa provided an overview of the Sustainability Action Plan Implementation. He stated it starts with the Authority's commitment to the plan. It is followed by managing, budgeting and scheduling the initial projects. The plan will also require internal and external engagement as well as careful monitoring to the various stakeholders. This will also act as a check portion of the plan allowing review of progress in addition to new projects based on the Authority's initiatives providing the ability to meet long term goals. It also allows the plan to be adaptable to any changes or technologies for initiatives.

Mr. Traversa stated in conclusion the Sustainability Plan helps the Authority with Emerging Trends in Transportation, supports and builds on existing initiatives. It also positions the Authority to access new funding opportunities through Sustainability Grants and strengthens the application for traditional transportation opportunities. This is important as Sustainability and Resiliency is priority for the current Federal Administration in regards to transportation.

Mr. Traversa stated the plan includes a green transportation criteria. He stated a green transportation will be built for revenue and non-revenue fleet. This will allow them to pivot if there are any changes in technology.

Director Driver ask about previous slide of 198 percent. Mr. Traversa stated these were projects that have been completed.

Director Buckland asked if the City of Jacksonville has moved forward with their Sustainability Office. Mr. Traversa stated they are in the process of hiring.

Director Jolly asked if this would be presented to the Board at the Board Meeting for a full vote. Mr. Milian confirmed that it would be.

PROCUREMENT UPDATE: Mr. Ferguson provided the Board with an update on the procurement for the Ultimate Urban Circulator (U²C) Phase 1, Bay Street Innovation Corridor and shared Staff's recommendation that the Board to proceed with the one remaining proposer to the Request for Proposal (RFP) 21-008.

Mr. Milian explained there were three responders to the RFP. Due to a licensing requirement by the State of Florida one of the responders withdrew. A second responder than withdrew because they could not meet the vehicle requirements, among other reasons. He stated Staff called the responders and asked them to reconsider and they said no.

Mr. Milian stated the Board has two options. One option is to advertise for a third time and second option is to proceed with one proposer. He stated Staff's recommendation, after much thought and consultation with various Procurement experts, is that the Board proceeds with the one proposer. Mr. Milian stated as General Counsel, Staff's recommendation is reasonable under the circumstances.

Mr. Milian stated if it is advertised for a third time it will take four to six months. He does not know if the Authority will get any other proposer. An Industry Forum was held, the procurement was advertised twice and advertising for a third may not do anything. Mr. Milian stated this is a very complex procurement. In these type of procurements there is nothing new about getting limited respondents. It also create problems with your deadlines with the Federal Transit Administration (FTA) application or FTA grant. Mr. Milian stated the Board needs to be advised of the CCNA statute for Contractors, Engineers, and Architects that you shall list no fewer than three respondents when an RFP is done. It does not state the next steps if you advertise and do not receive three. Mr. Milian stated the FTA requires a competitive procurement process. They have a provision for a one bidder system. If only one proposer, an analysis should be done as to why only one proposer, did you do everything to get more and document the file.

Director Rumlin asked Mr. Milian who he thinks would challenge us. Mr. Milian responded that did not know who could challenge the procurement because you have to apply, stay in it and not withdraw. Mr. Milian added that he does not believe anyone has anything to challenge because they have not applied or they have withdrawn.

Director Buckland asked if the most recent withdrawal was due to the complex procurement. Mr. Ferguson stated the proposer stated the reason was that they could not comply with the technical requirements of the procurement.

Chair Jolly stated the recommendation supports a number of objectives. She thinks Staff has done everything consistent with the requirements.

Mr. Ferguson stated with the advice from the Board it would be Staff's approach to enter into negotiations to ensure the price is competitive for the Authority and will create efficiencies for both the Authority and proposer.

Chair Jolly stated to Mr. Milian that she imagines the Authority has received assurance from the one bidder that they feel comfortable to do this work.

Director Driver asked if there are liquidated damages in the contract.

Mr. Milian stated a meeting was held with the one proposer that was recorded and assured they will stay in. He stated we are not at the stage of negotiating a contract. The contract will have all the liquidated provisions in it. A fifty page draft contract was included with the RFP.

Mr. Ford stated the contract will be presented to the Board for final approval once we get to that point. He stated if the Board feels comfortable giving the approval to allow Staff to begin negotiations we can move forward. Mr. Ford stated the original thought was to come back to the Board in March and give feedback and update. He stated we could save thirty days or more. Mr. Ford added that he thinks with Balfour Beatty and the team that has been assembled have been all in from the beginning. He does not see anyone coming out to challenge the procurement because of the transparent procurement and information that was made public to businesses and the community. There was extra efforts to allow the proposers to speak with JTA because this was such a unique procurement. Mr. Ford stated to the Board if they so desire Staff can prepare under New Business Authority through the CEO to begin negotiations. This can be heard in the Board meeting today.

Mr. Milian stated because there is one proposer and a meeting is scheduled next week with the Procurement Experts as to what the next steps would be. He stated that it does not make sense to continue a procurement when you have one proposer. Mr. Milian stated there could be a proposal that can be presented to the Board that reads, "The Board is authorizing Staff to continue with the current procurement and not re-advertise." He stated he thinks there is a FTA component that we need to ask the FTA about to confirm the next steps are acceptable.

Director Buckland stated the term Cone of Silence has a different meaning today than it had a year ago. She stated we should be conscious of how we communicate to our stakeholders. Mr. Ferguson stated with the Cone of Silence, the Director of Procurement is the only one who is allowed to speak with proposers in consultation with General Counsel and legal staff.

ROUNDTABLE: Mr. Milian stated the Board will be presented at the Board meeting an authorization for Staff and Council to initiate an eminent domain action to condemn various property rights necessary to widen San Pablo Road. Staff had appraisals prepared, negotiated as required by Florida Law, and considered Florida Law requirements. They have also looked at alternative designs, evaluated costs, safety, environmental factors and long range planning.

Director Rumlin asked what the property value was. Mr. Milian stated the acquisitions have been from a couple thousand to a couple hundred thousand.

The Board thanked Mr. Milian for the information on the eminent domain.

Mr. Ford stated there was no more roundtable. He would brief the Board individually if there are any new updated related to the work with the Mayor's Office on Infrastructure projects.

There being no more discussion, the Work Session adjourned at 1:29 p.m.

SEAL



G. Ray Driver, Secretary



Ari Jolly, Chair