

**MINUTES
REGULAR BOARD MEETING
JACKSONVILLE TRANSPORTATION AUTHORITY
TUESDAY, JANUARY 31, 2023 – 2:00 P.M.**

The regular Board meeting of the Jacksonville Transportation Authority (JTA) was held on Tuesday, January 31, 2023.

BOARD MEMBERS

Deborah Buckland, Chair
G. Ray Driver, Vice Chair
Abel Harding, Secretary
Stephanie Burch
Arezou Jolly, Immediate Past Chair

JTA EXECUTIVE STAFF

Nathaniel P. Ford Sr., CEO
Cleveland Ferguson III, SVP Administration
Charles Frazier, SVP Operations
Greer Gillis, SVP System Development

BOARD MEMBERS NOT PRESENT

Greg Evans, FDOT
Aundra Wallace, Treasurer

OTHERS PRESENT

Katie Smith, Board Administrator
Richard Milian, General Counsel

A. CALL TO ORDER – Chair Buckland called the meeting to order at 2:08 p.m. and thanked the Board and JTA staff for their time to attend the tour and work session that took place prior to the Board Meeting.

Director Jolly led the Pledge of Allegiance.

Mrs. Smith completed roll call confirming a quorum of the Board.

Chair Buckland expressed her appreciation for the immediate past chair, Director Jolly and presented her with her gavel and photo book highlighting her tenure as Chair of the JTA Board. Mr. Ford then shared his appreciation and a video was shared that showed the activities and successes for the Authority under Director Jolly’s leadership.

Chair Buckland announced the appointment of the Chair of the Board Committees:

Finance and Administration – Abel Harding

Long Range Planning and System Development – Director Driver

Safety, Audit and Compliance – Aundra Wallace

Service Delivery – Director Burch

Chair Buckland then provided the safety message for the month of January, “An ounce of prevention is worth a pound of cure. Look both ways twice, and always be sure.”

B. APPROVAL OF MINUTES FROM DECEMBER 8, 2022 BOARD WORK SESSION AND BOARD MEETING

MOTION (Harding/Driver) Motion Approved (5-0).

C. COMMENTS FROM COUNCIL LIAISON - Councilwoman Pittman thanked the Board and Mr. Ford for the continued work for the community. She also shared her appreciation for

Director Jolly and her tenure as Chair. In addition, she acknowledged that her appointment as the Council Liaison would be coming to a close

D. EMPLOYEE RECOGNITION AWARDS – Employee Recognitions were presented for December 2022 and the 2022 Employees of the Year.

Bus Operator of the Month for December	Keith McCall
Bus Operator of the Month for December	Phil Hall
Maintenance Employee for the Month of December	Jakub Salihovic
Administration Employee for the Month of December	Debony Cooper
Bus Operator of the Year	Steve Pumarejo
Maintenance Employee of the Year	Michael Paskanik
Administration Employee of the Year	Yetunde Oyewole
Donald M. Chapman Award for Safety Excellence	Deborah Jones

E. COMMENTS FROM THE PUBLIC: There were no requests to speak.

F. CHIEF EXECUTIVE OFFICER’S (CEO) REPORT – Mr. Ford shared activities from December 2022 and January 2023. He and members of the executive staff had the opportunity to attend the Consumer Electronics Showcase in Las Vegas and join manufacturers of Autonomous Vehicles (AV) and see the future opportunities. The Board and public will be hosting an open house at the Armsdale Test and Learn Facility – the ZedF vehicle has been delivered for JTA staff to evaluate. The manufacturer of this vehicle is one of the teams we met with in Las Vegas.

Mr. Ford announced that he concluded his chairmanship of the Transit Research Board in January. While in DC for the annual conference he had the opportunity to have a fireside chat with United States Department of Transportation (USDOT) Secretary Pete Buttigieg and Department of Energy Secretary Jennifer Granholm. He also has the opportunity to meet with Jennifer Homendy, the National Transportation Safety Board Chair, as well as participation in several meetings with Federal Transit Administration (FTA) and USDOT to help advance regulatory issues with Bay Street Innovation Corridor AVs.

He also announced that the UITP Forum would be held in Jacksonville over the next few days and JTA is the host. The Authority will have the pleasure of welcoming FTA Deputy Administrator Veronica Vanterpool and Region 4 Administrator Dr. Yvette Taylor to the Forum.

There was also the January Service enhancement that was implemented January 23, 2023.

Mr. Ford concluded his report by sharing a good natured competition via social media with Kanas City Area Transportation Agency - Jacksonville will be playing Kansas City this week in the AFC wildcard playoffs. The CEO of the losing city will don the Jersey of the winning team.

G. DIVISION REPORTS

1. **ADMINISTRATION MONTHLY REPORT** – Mr. Ferguson shared highlights of the Administration Division through December 2022.

2. **SYSTEM DEVELOPMENT** – Ms. Gillis shared details of the System Development Report and activities through December 15, 2022.

3. **OPERATIONS** – Mr. Frazier provided the Board with the Operations report for December 2022.

H. CONSENT AGENDA

1. **DECLARATION OF SURPLUS PROPERTY**

2. **APPROVAL OF ASSET CONVEYANCE – SPRINGFIELD PRESERVATION AND REVITALIZATION COUNCIL**

3. **APPROVAL OF ASSET CONVEYANCE – AMERICAN LEGION POST 197**

4. **APPROVAL OF CONTACT AMENDMENT FOR NEXTBUS MAINTENANCE AGREEMENT**

MOTION (Harding/Jolly) to approve items H.1 through H.4 of the Consent Agenda. Motion Approved (5-0).

Chair Buckland thanked Mr. Ford and staff for the in-depth discussions at the work session held prior to the meeting. The Board was able to get details on several of the items on today's agenda in advance of the meeting. This allows the meetings be much more efficient.

I. ADOPTION AGENDA

1. **RESOLUTION 2023-01: AUTHORIZATION TO AMEND FILE FISCAL YEAR 2022 OPERATING BUDGET** – Mr. Ferguson provided staff's recommendation that the Board adopt Resolution 2023-1 authorizing the amendment of the Authority's operating budget for Fiscal Year 2022. Specifically the schedule comprised of operating budgets for Fiscal Year 2022. This will provide authorization to the CEO to submit the amendment. He also provided an overview of the amended line items for the operating budget. He also shared that any change, even minor changes, to the budget that was submitted to City Council must be approved by the JTA Board and submitted back to the City Council.

MOTION (Driver/Jolly) to Adopt of Resolutions 2022-01, Authorization to Amend Fiscal Year 2022 Operating Budget. Motion Approved (5-0).

J. SAFETY, AUDIT AND COMPLIANCE COMMITTEE (Harding, Committee Chair)

ACTION ITEMS

1. APPROVAL OF CONTRACT AWARD FOR INSTALLATION AND REPAIR OF VIDEO SURVEILLANCE SYSTEMS AND EQUIPMENT (P-23-007)

– Mr. Ferguson provided staff’s recommendation that the Board approve and authorize the CEO to negotiate the contract for Installation and Repair of Video Surveillance Systems and Equipment agreement with Midwest Alarm Company, doing business as BCI Integrated Solutions. The contract will be for five years and not exceed \$7,527,834.

MOTION (Harding/Driver) Approval of Contract Award for Installation and Repair of Video Surveillance Systems and Equipment (P-23-007). Motion Approved (5-0).

K. FINANCE AND ADMINISTRATION COMMITTEE (Driver, Committee Chair)

ACTION ITEMS

1. APPROVAL OF CONTRACT AWARD FOR ORACLE SUPPORT (S-19-018)

– Mr. Ferguson presented staff’s recommendation that the Board authorize the Chief Executive Officer to negotiate and enter into a contract with Oracle for support services in the amount of \$470,806.97 which will fulfill the contract from 2021 through 2023. He explained that this is one of the areas where the JTA deferred payment with respect to the maintenance of the system during the pandemic. However, now that we are through that and need to look forward to MOVE2027 the contract/payment needs to move ahead. Mr. Ferguson added that the maintenance fees are to put the Oracle System in the correct posture for updates.

MOTION (Jolly/Harding) Approval of Contract Award for Oracle Support (S-19-018). Motion Approved (5-0).

2. APPROVAL OF CONTRACT AMENDMENT FOR LOCAL GOVERNMENT AFFAIRS

– Mr. Ferguson stated that staff recommends the Board authorize the remaining two renewal options to extend the local government affairs and lobbying services contract with the Southern Group, not to exceed \$156,000, to December 11, 2024. He explained this is similarly one of those holdover agreements that pursuant to the CEO spending authority. This approval will put the JTA in the proper posture to exercise the remaining years and continue the local government efforts.

MOTION (Driver/Burch) Approval of Contract Amendment for Local Government Affairs. Motion Approved (5-0).

3. APPROVAL OF CONTRACT AWARD HUMAN RESOURCE MANAGEMENT SYSTEM AND PAYROLL OPTIMIZATION (P-23-001)

– Mr. Ferguson stated that staff recommends that the Board authorize the CEO to negotiate and execute a contract with UKG, Inc., the number one ranked proposer, for Human Resource Management System (HRMS) and Payroll

Optimization. The total contract period of performance will be ten years, which includes a five-year base term, with three optional extensions totaling five years if fully exercised. The total contract value is not-to-exceed \$3,595,831.26. This approval will allow the Authority to improve technologies that will allow staff to access their paychecks, sick time and such right from their smart devices. As importantly is the upgraded functions for Oracle functions that are still associated with the payroll.

MOTION (Harding/Burch) Approval of Contract Award for HRMS and Payroll Optimization (P-23-001). Motion Approved (5-0).

L. SERVICE DELIVERY (Wallace, Committee Chair)

ACTION ITEMS

1. APPROVAL OF CONTRACT AWARD FOR YARD MANAGEMENT SYSTEM (P-22-029) – Mr. Frazier presented staff’s recommendation that the Board authorize the CEO to issue a purchase order to Clever Devices, the only responsive responsible bidder, for the purchase and implementation of a Yard Management Automated Real-Time Vehicle Location Wireless System for fixed route buses. The total estimated cost is \$959,875 for a one-year contract. This purchase will utilize funds from the Fiscal Year 2022 Section 5307 Super Grant.

He explained that the Yard Management System will provide real time location and health status of JTA vehicles. The features will allow the team to be more efficient during yard operations. The supervisors and dispatchers in Operations will receive notifications when vehicles require unscheduled maintenance and the system will identify the exact location of the vehicle in the yard.

MOTION (Burch/Driver) Approval of Contract Award for Yard Management System (P-22-029). Motion Approved (5-0).

2. APPROVAL OF FIXED ROUTE BUS PURCHASE – Mr. Frazier stated that staff recommends the Board authorize the Chief Executive Officer to issue a purchase order to Gillig, LLC to purchase 14 Compressed Natural Gas 35-foot Low Floor buses and 22 CNG 40-foot Low Floor buses. The total estimated cost is \$27,179,454. Approval of this purchase will allow the Authority to lock in current pricing and allow JTA to replace buses that have reached their useful life as determined by the FTA.

MOTION (Burch/Harding) Approval of Fixed Route Bus Purchase. Motion Approved (5-0).

3. APPROVAL OF CONTRACT AMENDMENT FOR COMPUTER-AIDED DISPATCH/AUTOMATED VEHICLE LOCATION - Mr. Frazier stated that staff recommends the Board authorize the CEO to negotiate and amend the original contract with Clever Devices and

add \$653,118 to the contract to cover various Clever projects for Fiscal Years 2023 and 2024 including maintenance, database services, system upgrades and equipment. Staff further recommends the Board approve the CEO to negotiate and award a sole source purchase to Clever Devices for an estimated value of \$813,517 to include technology enhancements for the St. Johns Ferry and Skyway that are consistent with other modes of transportation and allow full integration to the my JTA unified mobility app. will maintain all modes of transportation and consistency in the system.

The cost for this contract will cover services for the maintenance of the current Computer-Aided Dispatch/Automated Vehicle Location (CAD/AVL) on fixed route buses, Annual Database Services & Configurations for Fiscal Years 2023 and 2024, and upgrade the 3G modems on 15 Bus Rapid Transit Southwest buses to 5G, which will ensure cellular communication between the fleet's Intelligent Vehicle Network and central control, an essential component of the CAD/AVL database for fixed route buses located on the network. This amendment and sole source purchase will bring the total contract value to \$7,745,905.

MOTION (Jolly/Driver) Approval of Contract Amendment for CAD/AVL. Motion Approved (5-0).

M. LONG RANGE PLANNING AND SYSTEM DEVELOPMENT (Buckland, Committee Chair)

ACTION ITEMS

1. APPROVAL OF CONTRACT AWARD FOR AUXILIARY POWER UNIT AND INVERTER UNIT REFURBISHMENT (S-22-009) – Mrs. Gillis stated that staff recommends the Board authorize the CEO to award a sole source contract to Transtech Innovations, Inc. in the amount of approximately \$500,000 for the refurbishment of the Auxiliary Power Unit (APU) and inverter units for the Skyway trains. This contract award is for the research development and the refurbishment of the JTA Skyway accelerate power units and inverter units – one for each train.

She added that this is a sole source contract as there are no other firms in the area to do this work. Also, Transtech is the original designer of these units, where are now 20 years old and in need of overhaul. The integration of the propulsion system and the train control system is needed to keep the trains moving.

The Procurement Review Committee recommended approval on of the Sole Source contract January 10, 2023. Funding for this procurement is 100 percent locally funded capital dollars. Estimated costs are \$500,000.

MOTION (Harding/Driver) Approval of Contract Award for Auxiliary Power Unit and Inverter Unity Refurbishment (S-22-009). Motion Approved (5-0).

N. **OLD BUSINESS:** There was no old business.

O. **NEW BUSINESS:** There was no new business.

Chair Buckland thanked the Board and staff for attending the Board Work Session and Meeting.

There being no further business, the meeting adjourned at 3:12 p.m.

SEAL

Debbie Buckland, Chair

Abel Harding, Secretary