

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

**April 26, 2018**

The Board of Directors Operations & Safety Committee met on April 26, 2018 at 10:05 a.m. in the Board Room on the 6<sup>th</sup> Floor of the MARTA Headquarters Building, 2424 Piedmont Road, Atlanta, Georgia.

**Board Members Present**

Frederick L. Daniels, Jr.  
Jim Durrett  
Roderick E. Edmond, Chair  
Ryan Carter Glover  
Jerry Griffin  
Freda B. Hardage  
Alicia M. Ivey  
John 'Al' Pond  
W. Thomas Worthy

MARTA officials in attendance were: General Manager/ CEO Jeffrey A. Parker; C-Suite Team Members Chief Financial Officer Gordon L. Hutchinson, Chief Operating Officer Richard A. Krisak, Elizabeth O'Neill and Chief Marketing and Chief Communications Officer Goldie Taylor; AGMs Elayne Berry, LaShanda Dawkins, Wanda Dunham, Torrey Kirby (Acting), Benjamin Limmer, David Springstead and Emil Tzanov; Executive Director Shelton Goode; Senior Directors Cynthia Moss Beasley, Perfidia Collier (Acting), Jennifer Jinadu-Wright and Thomas Young (Acting); Directors Rhonda Allen, Lisa DeGrace, Patricia Sullivan and William Taylor; Managers Davis Allen, John Cochran, Deloris Jacobs, Roderick Lyles and Ryland McClendon. Sr. Executive Administrator Brenda Williams; Sr. Executive Administrator Ashanti Boothe; Sr. Executive Administrator to the Board of Directors Tonya Gantt (contract); Sr. Executive Administrator Keri Lee. Others in attendance Adrien Carter, Abebe Girmay, Courte Middlebrooks and Columbus Ussery.

Also in attendance Pam Alexander of LTK Engineering; Peter Bruno of HNTB; Jack Buckingham of MATC; William Chambers of CERM; Soji Tinubu of MATC-WR&J.

**Consent Agenda**

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- a. Approval of the March 29, 2018 Operations & Safety Committee Meeting Minutes

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

**Individual Agenda**

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**Resolution Authorizing the Award of a Contract for the Procurement of Police and Non-Revenue Service Vehicles, RFP P41298, Utilizing the State of Georgia Contract**

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Mr. Taylor presented this resolution authorizing the General Manager/CEO or his delegate to enter into a Contract for procurement of Police and non-revenue service vehicles with Wade Ford, utilizing the State of Georgia Statewide Contract #99999-SPD-ES40199409-0003 in the amount of \$981,338.

The Contract consists of providing MARTA with thirty-seven (37) police vehicles to be purchased through an existing State of Georgia Contract. The MARTA vehicles projected for replacement currently meet the Authority's criteria of 100,000 miles or 150,000 miles, 10 years of age or have suffered catastrophic mechanical failures or accidental damages and in the opinion of the Bus Maintenance staff are rendered economically unfeasible to repair.

Mr. Daniels asked if insurance covers those vehicle(s) that in fact suffer catastrophic failure or damage.

Mr. Taylor said that is correct – insurance covers those vehicles that suffer catastrophic failure or damage; but when the value to repair the vehicle exceeds the Blue Book value for the vehicle, then MARTA will replace the vehicle.

On motion by Mr. Durrett seconded by Mr. Daniels, the resolution was approved by a vote of 7 to 0, with 7 members present.

**Resolution Authorizing the Award of a Contract for the Procurement of Police Service Vehicles, RFP P41331, Utilizing the State of Georgia Contract**

Mr. Taylor presented this resolution authorizing the General Manager/CEO or his delegate to enter into a Contract for procurement of Police service vehicles with Hardy Chevrolet Buick GMC Inc., utilizing the State of Georgia Statewide Contract #99999=SPD-ES40199409-0002 in the amount of \$327,027.

The Contract consists of providing MARTA with nine (9) police service vehicles to be purchased through an existing State of Georgia Contract.

The MARTA vehicles projected for replacement currently meet the Authority's criteria of 100,000 miles or 150,000 miles, 10 years of age or have suffered catastrophic mechanical failures or accidental damages and in the opinion of the Bus Maintenance staff are rendered economically unfeasible to repair.

Dr. Edmond asked why is there no diversity goal?

Dr. Goode explained there are some instances where there are no DBE goals on certain procurement contracts. When there is a GSA schedule procurement, such as this one, there is a list of bidders that are prequalified with the State with established pricing. Said bidders come with an established Affirmative Action Plan in place. In this case, these recommended vendors have a Plan that has already been approved by the State of Georgia.

Mr. Griffin questioned the reasoning behind switching from Ford to Chevrolet.

Mr. Williams explained that MARTA decided to purchase the Chevrolet Tahoes because they have larger cargo space for equipment and the canine units.

Mr. Daniels said understanding the rationale where there is no DBE goal, due to the fact that MARTA has secured DBE contracts for the vehicles, does it still count for the Authority's DBE numbers as it relates to the overall yearly numbers.

Dr. Goode said it will not count against the DBE goal, but it would count against MARTA's small business goal. MARTA have a 16-20% goal commitment to the FTA. Contracts such as this one helps the Authority get closer to the race-neutral and small business goal.

Mr. Hutchinson further noted that in some cases, MARTA does the procurement so that the Authority can set its own DBE goal.

Ms. Ivey asked what happens to the vehicles that are being disposed of.

Mr. Taylor explained MARTA decommissions the vehicles by removing the MARTA brand, uninstall all the equipment, turn the vehicles over to MARTA's Contract Department who then puts them on a public surplus website for auction.

On motion by Mr. Durrett seconded by Mr. Pond, the resolution was approved by a vote of 8 to 0, with 8 members present.

**Resolution Authorizing the Award of a Contract for the Procurement of Non-Revenue Service Vehicles, RFP P41459, Utilizing State of Georgia Contract**

Mr. Taylor presented this resolution authorizing the General Manager/CEO or his delegate to enter into a Contract for Procurement of Non-Revenue Vehicles with Allan Vigil Ford Lincoln, Inc. utilizing the State of Georgia Statewide Contract #99999-SPD-ES40199373-0002 in the amount of \$848,575.

The Contract consists of providing MARTA with twenty-eight (28) non-revenue vehicles to be purchased through an existing State of Georgia contract. The MARTA vehicles projected for replacement currently meet the Authority's criteria of 100,000 miles of 150,000 miles, 10 years of age or have suffered catastrophic mechanical failures or accidental damages and in the opinion of the Bus Maintenance staff are rendered economically unfeasible to repair. Eleven-percent (11%) of the vehicles have reached the mileage requirement, 86% have reached the age requirement and 3% have reached two or more qualifications.

Mr. Daniels asked what modifications are done when the vehicles are purchased.

Mr. Taylor said it varies by department. Some vehicles are installed with ladder racks, tool boxes/storage bins, AVL system, warning lights, MARTA branding, etc.

Mr. Daniels asked where is the budget line item as relates to modification of the vehicles.

Mr. Taylor said there is another requisition for this. The dealerships want to sell cars and do not want to be involved with making vehicles service-ready. The

vehicles are ordered separately and the equipment are ordered separately. The installers are prepared to outfit the vehicles upon delivery.

Dr. Edmond thanked Mr. Taylor for his reports. He said there are several items that he would like to discuss:

- Would like to see the data that shows the savings by going through the State
- It is good to see the DBE participation, but would like to see MARTA get credit for the DBE initiative when we go through the State of Georgia. He asked staff to obtain a legal opinion from the State as to whether we can get credit for the DBE initiative when we go through the State of Georgia
- What happens to the vehicles that are being put out of service? Please provide a report of the funds received from the sale of these vehicles

On motion by Mr. Durrett seconded by Mr. Daniels, the resolution was approved by a vote of 8 to 0, with 8 members present.

#### **Other Matters**

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Mr. Buckingham presented a briefing on questions asked at his presentation to the Board during the March 29<sup>th</sup> Operations & Safety Committee meeting.

- *Management cost have been reduced by 47% since 2014.* Looking at the numbers on a monthly basis, we were at \$425K. At that time MATC was administering a \$37M authorized fund from the Board. MATC executed \$33M in Work Orders. \$4M was left on the table. Management services is based on individual's roles, responsibilities and scope of work. The numbers have gone down over the years. The forecast for FY 19 is at \$224K. At \$240K a month, MATC could manage programs up to \$20-25M
- July 1 to February, FY 18, the numbers quoted for distribution during the March presentation are quite a bit higher due to being very successful due to participation in DBE/NBE participation
- Based upon where we are today, expenditures are approximately \$10.9M of the \$19.5M authorized amount for the year:
  - FY 18, the numbers for the DBEs, DB and minority-owned firms, local Atlanta firms – from inception we were at 29% participation. We are now down to 27.6% this year because of declining funding. Atlanta firms are approx. 21%

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- July 1 we were staffed with eighty-four (84) people locally and sixteen people off site to handle the \$19.5M worth of work. Today we have fifty-eight (58) people onsite and seven people offsite
- We receive invoices for each of our firms. We need to take the timesheets and break them out into Work Orders. We have eleven business days to invoice MARTA and MARTA have 30 calendar days to process and reimburse

Mr. Pond asked if the current 58 people on staff are 100% billable.

Mr. Buckingham said the utilization for the 58 is around 85-90% - that does not count vacation. Efficiencies are gained through the construction management area.

Mr. Pond asked what happens to the 58 people when the work load falls off.

Mr. Buckingham said there is a reduction of force.

Mr. Daniels asked Mr. Buckingham to share utilization with the Board - how is the money is being used in terms of projects.

On a final note, Mr. Buckingham explained that even though funding has decreased, the GEC has been very active in outreach programs, sponsorships and scholarships – APTA, State of MARTA Breakfast, school scholarships, Kaiser Permanente, step programs, golf outings, WTS, COMTO – this comes from GEC funding. As funding decreases MATC's participation will ultimately decrease. Mr. Buckingham said the GEC would like to increase their participation in outreach programs, rather than decrease participation.

Dr. Edmond thanked Mr. Buckingham and asked that today's presentation be distributed to the entire MARTA Board.

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**Adjournment**

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The meeting of the Operations & Safety Committee adjourned at 10:43 a.m.