MINUTES
CITY TRANSIT TRUST SPECIAL MEETING
FEBRUARY 26, 2019 - 6:00 P.M.
LAWTON CITY HALL, COUNCIL CHAMBERS/AUDITORIUM

The meeting was called to order at 6:00 p.m. by Stan Booker, Chairman. Notice of meeting and agenda were posted on the City Hall notice board as required by law.

ROLL CALL

PRESENT: Mary Ann Hankins, Keith Jackson, Caleb Davis, Jay Burk, Dwight Tanner, Jr., Sean Fortenbaugh, Onreka Johnson, Randy Warren.

ABSENT: None

ALSO PRESENT: Michael Cleghorn, City Manager; Frank V. Jensen, City Attorney; Traci Hushbeck, City Clerk, COL Don A. King, Fort Sill Liaison.

CONSIDER APPROVAL OF MINUTES OF CITY TRANSIT TRUST MEETING OF JANUARY 22, 2019.

MOVED by Burk SECOND by Jackson to approve the minutes of January 22, 2019. AYE: Hankins, Jackson, Davis, Burk, Tanner, Fortenbaugh, Johnson, Warren. NAY: None. MOTION CARRIED.

NEW BUSINESS ITEMS:

1. Consider approving the contract with ETA Transit for the Global Positioning System/Automatic Vehicle Location and digital passenger counter software system for the Lawton Area Transit System and authorize the Chairman and Secretary to execute the same. Exhibits: None.

Ryan Landers, General Manager of LATS, stated on October 23, 2018, the Transit Trust authorized the solicitation of proposals for Global Positioning System/Automatic Vehicle Location (GPS/AVL) and digital passenger counter software system for the Lawton Area Transit System. On November 28, 2018, LATS received five proposals from vendors to provide bus tracking software. LATS scored the proposals based on criteria included in the RFP and recommends ETA Transit be selected as the vendor to provide the GPS/AVL and digital passenger counter software system. This recommendation is based upon evaluation of ETA's customer friendly service, recommendations by other transit operators using ETA, the quality of software training of LATS employees and compatibility with existing LATS equipment. ETA's proposal was $65,100 for a 5-year contract. This is an 80/20 match which means that 80% will be paid from an FTA grant.

MOVED by Burk SECOND by Jackson to approve the contract with ETA Transit for the Global Positioning System/Automatic Vehicle Location and digital passenger counter software system for the Lawton Area Transit System and authorize the Chairman and Secretary to execute the same. AYE: Hankins, Jackson, Davis, Burk, Tanner, Fortenbaugh, Johnson, Warren. NAY: None. MOTION CARRIED.

2. Consider approving a one-year contract extension between the City Transit Trust and RATP DEV USA, LLC, successor to McDonald Transit Associates, Inc., for operational management of the Lawton Area Transit System. Exhibits: Contract on file in City Clerk's Office.

Deborah Jones, representing Lawton Area Transit System, stated this is a one year extension with RATP DEV. This is the company that bought McDonald Transit. McDonald Transit has been the management contractor since 2002. Within the next 45-60 days she will be asking the council to authorize a request for proposals for the management contract. They have not had proposals in over five years so they need to establish economic base for a new contract. This contract is for one year and it is an increase of $32,000.

Jackson questioned the reason for the increase.

Jones stated she would guess the increase was for profit. The management contract includes the managers salary.

Burk questioned their option if they don't approve this.

Jones stated they really don't have an option.

<u>MOVED by Burk SECOND by Tanner</u> to approve a one-year contract extension between the City Transit Trust and RATP DEV USA, LLC, successor to McDonald Transit Associates, Inc., for operational management of the Lawton Area Transit System.

Davis stated they have gone up by $30,000, which he does not have a problem with them requesting that, but if we deny this and tell them we will give them the contract at the same price as last year, he does not see why we just have to accept them asking for more money.

Jones stated they communicated with RATP DEV and this is what they are offering for a one year option. She stated we have a good manager with RATP DEV and we are going to take proposals. She stated it was her personal opinion that this is this last and final offer.

Mayor Booker stated this contract expires the end of February. He is wondering why they get everything at the last minute.

Jones stated they began dealing with RATP DEV on October 1st and they have had some difficulties getting a response from them.

Davis questioned if they negotiated and if so, where did they start.

Jones stated they started with this amount.

Davis stated he would be against accepting their first offer. If they started dealing with them on October 1st and had some difficulty dealing with them and then they immediately raise their price for more profit and we accept that offer, that is not doing due diligence on our part to negotiate the best contract.

Burk stated we are going to lose our management team if this doesn't go through and we have all kinds of federal grants that are tied to what we do on a daily basis and they know those grants. He agrees that if we haven't taken the contract out in five years it is time to do so and then we can come back and make a good decision next year. We only have a few days until the end of February and we cannot leave LATS hanging.

Fortenbaugh stated he does not understand why the council is dealing with this a couple days before the contract ends and why a vendor is demanding a price from us and we are beholding to that. This is bad.

Burk stated that we did have difficulty getting a response from them.

Jones stated without going out for proposals it is hard to evaluate the cost of this contract and she does not know what another firm would charge us.

Tanner stated they really don't have an option here but the good news is that the FTA is paying 50% of this. He feels they need to approve this because we need the bus service up and running and he does like the current management that we have.

VOTE ON THE MOTION: AYE: Hankins, Burk, Tanner, Johnson, Warren. NAY: Jackson, Davis, Fortenbaugh. MOTION CARRIED.

There being no further business, the meeting adjourned at 6:16 p.m. upon motion, second and roll call vote.

STAN BOOKER
CHAIRMAN

ATTEST:
TRACI L. HUSHBECK, SECRETARY