



Nashville MTA Board Meeting

**Bradley L. Barrett Training Center at the
Tennessee Bankers Association**
211 Athens Way | Nashville, TN 37228

April 25, 2019 | 2:30 p.m.

Board Members:

Gail Carr Williams, Chair
Janet Miller, Vice Chair
Glenn Farner
Hannah Paramore Breen
Walter Searcy

1. Call to Order
2. Approval of March 28, 2019 Minutes
3. Public Comments*
4. Operations & Finance Committee – Walter Searcy, Chair
 - FY2020 State Easyride Contract Renewal M-A-19-013 Pg. 7
 - WeGo Third Party Lease Extension M-A-19-014 Pg. 8
5. New Initiatives & Community Engagement Committee – Janet Miller, Chair
6. Chair’s Report
7. Chief Executive Officer’s Report
8. Other Business
9. Adjourn

* Please keep all public comments to the Board within three minutes. Thank you *



**NASHVILLE METROPOLITAN TRANSIT AUTHORITY
Board of Directors Meeting**

March 28, 2019

I. Call to Order: The regular meeting of the Nashville Metropolitan Transit Authority (Nashville MTA) Board of Directors was held at WeGo Central, located at 400 Dr. Martin L. King Jr. Blvd., Nashville, TN 37219 on Thursday, March 28, 2019

Present: Gail Carr Williams Chair, Hannah Paramore Breen, Member; Walter Searcy, Member; Secretary Margaret Behm; and Chief Executive Officer Stephen G. Bland.

Absent: Vice Chair Janet Miller, Glenn Farner, Member; A quorum was established, and Chair Williams called the meeting to order at 2:26 p.m.

II. Approval of Minutes: Minutes of the February 28, 2019 board meeting were approved.

III. Public Comments: Chair Williams opened the floor for public comments. The public was reminded that comments were limited to three minutes. The following members of the public addressed the Board with these comments:

Richard Orberg

Mr. Orberg reported the following:

- He wants to see a rollout plan of routes between stations
- He wants to know if WeGo Public Transit has plans to work with Uber and Lyft in the future

Darius Knight

Mr. Knight reported the following:

- A lot of issues with operations and maintenance
- 56, 26 and 76 Gallatin Road route issues.
- Route 76 connector issues
- Drivers are being put
- Came on bus 879 and the bus was not cleaned
- Bus seats are filthy
- A list was provided for the board to look at.

Ms. Hanson

Name reported the following:

- She thinks it helps for the bus drivers to announce the bus route being that she is visually impaired
- A bus driver refused to lower the bus so that she can get on the bus.

- A bus driver shut the door on her cane as she was trying to get on the bus, and the bus driver said that he didn't see her.
- Sign language doesn't work for the visually impaired.

Mr. Graham

Mr. Graham reported the following:

- Issues with the drinking fountains not working on the lower level of We Go Central.
- Please get the gate fixed near the drinking fountain on the lower level of WeGo Central.
- Please address the loud behavior on the buses.
- Mr. Graham stated that he likes the new color scheme.

Peter O'Connor

Mr. O'Connor reported the following:

- He noticed that the cold weather response is coming to an end in the Shelby Community
- He will address Marsha Blackburn on the Federal Grant 5307
- He thinks that the camera surveillance issue is a good thing

Mr. Zach Arcardi

Mr. Arcardi reported the following:

- Stakeholder conversation updates
- Issues:
 - Fare Structure – does it make sense to offer a weekly pass
 - Consideration for passes for low income individuals

There were no other public comments at this time.

IV. Operations & Finance Committee Report: Chair Searcy reported the following:

- Fifth Third Bank Revolving Line of Credit (M-A-19-0-009):** The Nashville Metropolitan Transit Authority (Nashville MTA) will once again need temporary operating fund assistance due to delays in receiving our FY2019 Section 5307 formula capital grant funding. The Nashville MTA converts a portion of the capital grant funding appropriation from capital to operating to pay preventive maintenance and paratransit operating costs. This is similar to what has happened in previous years. Last year, the Nashville MTA was authorized to borrow up to \$12.4 million through Fifth Third Bank. The Fifth Third credit facility has a term of one year and expires March 31, 2019.

The portion of our FY2019 Federal 5307 grant appropriation budgeted to be used for Nashville MTA operations is approximately \$15.7 million. Based upon these amounts, Nashville MTA's cash flow requirements anticipate needing to borrow up to \$14 million starting around April 1, 2019 through the month of June 2019 or beyond, depending on the timing of the federal funding. The loan will be repaid incrementally as the federal capital and operating funds become available and historically, the loan has been completely repaid by December of the same year.

The current resolution that Metro Council passed for the FY2019 budget authorizes the Nashville MTA to obtain short-term financing in an amount not to exceed \$14 million. We have requested that Metro Finance continue to include the \$14 million in the new FY2020 budget ordinance resolution that will be considered by Metro Council before June 30, 2019. This will allow the Nashville MTA to have the ability to renew the loan for FY2020. The Operations & Finance Committee recommended to the Board to renew and increase the existing credit facility through Fifth Third Bank to allow the Nashville MTA to borrow up

to \$14million. The term of the facility will be for one year with an interest rate of LIBOR plus 1.75% and a non-use fee of 20 basis points to be paid quarterly.

There was no discussion, and the vote of approval was unanimous.

- c. **On-Board Vehicle Camera Equipment Purchase & Support (M-A-19-010)**: The Operations & Finance Committee recommended the Board approval for modification of the previously approved service contract with March Networks to allow for capital expenditures in the amount of \$697,150 and operating expenditures in the amount of \$1,517,081 for a total not-to-exceed amount of \$2,214,231.

The proposed renegotiated managed services agreement is written as a sole source contract, for a thirty-eight (38) month period*, with one two (2) year option for renewal.

The capital purchase of on board camera equipment is fully supported by the adopted FY19 Capital plan through a combination of current and prior year 5307 and 5339 federal formula dollars with matching state and local funds.

The managed services contract will be written in an amount of \$1,379,165, with a contingency amount of 10% (\$137,916), for a total not to exceed amount of \$1,517,081.

Upon execution, this project will be task based, in accordance with project scope: funding will be assigned and made available through the annual capital and operating budgets.

*Thirty-eight (38) month agreement with March Networks inclusive of one (1) month managed services at no additional charge.

There was no discussion, and the vote of approval was unanimous.

- d. **40 Ft. Low-Floor Bus Replacement Purchase (M-A-19-011)**: In January 2016, the Board approved Nashville MTA entering into a three-year contract with two (2) one-year options, for the purchase of up to 120 Gillig buses under the procurement contract labeled #2014487. Concurrent with MTA's efforts to operate within our fleet replacement plan, staff requests approval to order nineteen (19) replacement vehicles under the aforementioned Gillig contract. The approval of this purchase is consistent with the agency's efforts to execute a more balanced schedule for capital spending, and fleet replacement.

If approved, these buses will replace those vehicles within our fleet which have met their end of useful life, and are no longer recommended for service. Considering the anticipated lead time for production scheduling, maintenance staff anticipates delivery dates for these nineteen (19) replacement vehicles between the 2nd and 3rd quarter of FY21.

The Operations & Finance Committee recommended to the Board to provide the Chief Executive Officer authority to approve the purchase of nineteen (19) replacement 40 ft. Low Floor Hybrid buses from Gillig, LLC., for the attainment of replacement vehicles to be used in fixed route service.

The total sum of this purchase is \$14,782,000 (\$778,000 per all ancillary bus). The cost per bus includes

There was no discussion, and the vote of approval was unanimous.

- e. **Award Architectural/Engineering On-Call Contract (M-A-19-012):** To advance planning, design, and construction of neighborhood transit centers and stop improvements throughout the WeGo network (as identified in the nMotion plan), a Request for Qualifications (RFQ) was advertised for on-call contract architectural, engineering, and construction administration services. Consultants were invited to provide qualifications for the following activities categories: project initiation and management; public outreach; National Environmental Policy Act (NEPA) documentation; conceptual, design development, and construction documents; bid services; and construction engineering and inspection.

WeGo Public Transit received qualifications from four consultant teams lead by STV, WSP, Kimley Horn, and Smith Gee Studios. The evaluation committee reviewed and scored the qualifications of each team on January 31, 2019. As a result of the review, the committee invited all four teams to present to the evaluation committee. Following the presentations, the evaluation committee reviewed and scored each team with the team led by Smith Gee Studios receiving the highest score. Through the submitted qualifications and in-person presentations, Smith Gee Studios demonstrated their understanding of the scope, their ability to support WeGo with all the required core functions, and their passion for advancing transit service options within Middle Tennessee. Particular strengths that were noted by the evaluation committee included the team’s vast local expertise with design and development services combined with transit experience across the nation. Additionally, the team includes multiple firms to aid in public outreach efforts.

There was general discussion about the DBE process and how the four vendors were considered. Chair Searcy stated that we need to be more vigorous about certain aspects that weren’t necessarily reflected in the award of this contract.

The Operations & Finance Committee recommended that the Board to provide the Chief Executive Officer to negotiate and enter into on –call, task-based design contract with Smith Gee Studios, with an annual not-to-exceed value of \$5 million. The contract would be set for three-year base term with two optional one year extensions. Individual tasks greater than \$300,000 awarded under this contract would require Board approval prior to authorization unless given approval through adoption of the annual Capital Budget.

There was no discussion, and the vote of approval was unanimous.

- V. **New Initiatives and Community Engagement Committee Report:** Due to Chair Janet Miller and Glen Farner not being present, the following items will be deferred to next month’s board meeting:
 - a. **FY2020 Marketing Plan Discussion (NICE-D-19-006):**
 - b. **nMotion Status Report (NICE-D-19-007):**

There was no discussion, and the vote of approval was unanimous.

- VI. **CHAIR’S REPORT:** Chair Williams stated that she attended the Mayor’s budget meeting and stated that Steve Bland did an exemplary job in making a good case for our budget; and it was a good reflection of what we do all year. For those that did not attend, it will be aired again on channel 3 and you can view it on Metro’s YouTube channel.

Chair Williams reminded everyone that the NFL Draft will be the same day as our April Board Meeting, April 25, 2019. She stated that it's going to be a challenge, but a good challenge for WeGo Public Transit. When there are challenges WeGo does a good job of not making the city feel the pains that is felt internally, and she appreciated everyone for being good partners with the city and the community.

Chair Williams concluded her remarks by commending WeGo Public Transit for their hard work in purchasing new buses and the camera surveillance systems. It's good to hear this type of progress and it helps to have this information when transit conversations come before the board.

Hannah Paramore Breen stated that she appreciates the ongoing public comments that come out of the board meetings; it helps to raise awareness in the community.

VII. CEO'S REPORT: CEO Bland reported the following to the Board:

1. We continue to advance the Clarksville Pike/North Nashville Transit Center project, with most focus now on property negotiations.
2. Through our State Association, the Tennessee Public Transportation Association, we were able to get the General Assembly to pass legislation, subsequently signed by Governor Lee, exempting transit cards from the State's Unclaimed Property regulations. The legislation passed overwhelmingly, and it will be tremendously important as we implement account-based stored value fare media in the next year. Without this change, we would have faced extremely onerous reporting requirements and the potential for surrendering funds to the State after extensive periods of inactivity on a card account.
3. We've had two meetings with the new TDOT Commissioner and his staff – one with representatives of our State Association and one with Mayor Briley and other Nashville Transportation staff. I am encouraged by Commissioner Bright's openness, intellect and willingness to look at things in new ways at TDOT.
4. He attended the annual conference of the Shared Use Mobility Center in Chicago. The Shared-Use Mobility Center advances thinking of how best to incorporate the emerging mobility options such as transportation networking companies and shared-use mobility devices like cars, scooters, bikes, etc. Of particular interest is how these new options are becoming more integrated into traditional mass transit in various cities around the world. This thinking will become important as we advance various mobility on demand options.
5. Much of this month has been focused on continuing budget preparations. We submitted our FY2019-2020 budget proposal to Metro as per last month's discussion with the Board. Our request was for \$8.7 million additional funding to sustain current services and an additional \$5.3 million for service enhancements such as hours of service expansion and improved off-peak frequency on many routes. You will recall that the single largest reason for our budget gap next year is the cut in funding we had from TDOT this past year. We attended the Mayor's budget hearing and outlined our accomplishments of the current year, as well as our need in the upcoming year.
6. Janet Miller and me met with Tom Turner of the Nashville Downtown Partnership to discuss ways in which the Partnership can support efforts by WeGo and the City of Nashville to address downtown mobility. This will be an ongoing dialogue.
7. Operations Staff, particularly Katie Freudberg, have been working extremely diligently with City officials to plan for the impacts of the NFL Draft, which will be held in Nashville beginning on April 25. The event will be extremely disruptive to transit operations, and all downtown traffic flow, as there are a number of significant and lengthy street closings associated with the event, some beginning this week and lasting into May. To compound matters, the Marathon will be held on the Saturday of the draft. Although our staff has

worked tirelessly and creatively to mitigate the extreme impacts these events will have on our service, it's safe to say that service reliability will be severely compromised during the run of the draft, and particularly on the Saturday of the marathon.

8. Renovations of the Nestor facility continue on schedule, with most work focused on the ground floor Operators rest areas and Dispatch Center this past month. Once this work is completed, activity will move upstairs. This project is expected to be complete by end of summer.
9. Similarly, advance work is being done on the wayfinding improvements at Central, with shop drawings and production schedules being finalized. This project will occur primarily during off hours and should have minimal impact on operations. It is expected to be complete by the end of November.
10. RTA Items:
 - a. The Steering Committee of the South Corridor Study met this past month in Franklin. This study will examine mobility options in the Maury-Williamson-Davidson County corridor roughly parallel to I65. Work to date has primarily centered on data collection in advance of public engagement sessions that will kick off next month.
 - b. Staff has continued to work with the Office of State Comptroller as their auditors have initiated RTA's performance audit in advance of the expiration of its enabling legislation next year.
 - c. You may have read that, after extensive discussion by an ad hoc marketing and branding committee of the RTA, the RTA Board voted to adopt the WeGo brand as its service identity. Commuter bus services will be branded WeGo Public Transit and rail services as WeGo Star. This change has no impact on the organizational constructs of the MTA or RTA.
 - d. Design work has been completed on an expansion of the Mt. Juliet Station park-and-ride expansion. We anticipate construction to commence this summer and finish up by mid-2020.

VIII. OTHER BUSINESS: There was no other business to come before the Board.

IX. ADJOURNMENT: The meeting was adjourned at 3:15 p.m.



Nashville Metropolitan Transit Authority

of Nashville & Davidson County, Tennessee

Board Action Item

Item Number:	M-A-19-013	Meeting Date:	04/25/19
Item Title:	FY2020 State EasyRide Contract Renewal		

BACKGROUND:

In 2006, the Nashville Metropolitan Transit Authority (Nashville MTA) and the State of Tennessee began a program for their employees in which the State would pay the work commute transportation cost for all their employees who utilize public transportation. While we have seen some decline in ridership over the past two years, the program continues to work well in helping the State with their employee parking issues and supplying WeGo Public Transit (WeGo) and the Regional Transportation Authority of Middle Tennessee (RTA) with fairly consistent ridership. The current \$1.75 million contract managed by the Tennessee Department of Transportation (TDOT) is scheduled to expire June 30, 2019.

We have successfully negotiated with the State to continue the contract for FY2020 at the same rate per ride of \$2.50 based upon all regional transportation services including both WeGo and RTA. AccessRide trips will be billed at \$3.40 per ride. The contract will be between the Nashville MTA and TDOT with the RTA receiving its proportional share for rides provided under the program as defined in a separate sub-agreement between the Nashville MTA and RTA. The total contract amount will remain \$1.75 million. The contract term is for 12 months beginning July 1, 2019 with an expiration of June 30, 2020.

RECOMMENDATION:

The Operations & Finance Committee recommends to the Board their approval for the Nashville MTA to enter into a contract with TDOT for the EasyRide program at \$2.50 per ride and \$3.40 for AccessRide with a contract amount of \$1.75 million and a contract term of July 1, 2019 through June 30, 2020.

APPROVED:

Board Secretary

April 25, 2019
Date



Nashville Metropolitan Transit Authority

of Nashville & Davidson County, Tennessee

Board Action Item

Item Number:	M-A-19-014	Meeting Date:	04/25/19
Item Title:	WeGo Third Party Lease Extension		

BACKGROUND:

In March 2009, Nashville MTA entered into a ten (10) year occupancy lease arrangement with Tennessee Business Enterprises (TBE), in the Division of Rehabilitative Services in the Tennessee Department of Human Services allowing Sweet Liberty, LLC (Sweet Liberty), a franchise operator of Dunkin Donuts, who has a contracting agreement with TBE, to utilize space on the 5th Avenue level of WeGo Central to operate a Dunkin Donuts store. A blind vendor operating under license through TBE was also included in the lease arrangement. The original lease was for ten (10) years and two five (5) year options with Nashville MTA receiving 5% of Dunkin Donuts monthly gross sales as a form of lease payment. Sweet Liberty and TBE have requested that the two option periods be combined into one ten (10) year extension to the lease. With the ten (10) year extension, Sweet Liberty plans to invest approximately \$150,000 in upgrades to equipment and renovations.

We have had a very good working relationship with Dunkin Donuts and they have been a positive benefit for our customers that pass through WeGo Central on a daily basis. The lease generated approximately \$42,000 in lease revenues for last calendar year and with their willingness to invest in and upgrade their lease space, we feel it is appropriate to extend the lease an additional 10 years.

RECOMMENDATION:

The Operations & Finance Committee recommends to the Board to renew and extend the lease with Tennessee Business Enterprises, Sweet Liberty, LLC and the blind vendor for the WeGo Central 5th Avenue retail space for a period of ten (10) years. The extended lease term would be effective May 1, 2019 and would expire April 30, 2029. Nashville MTA would continue to receive a lease payment equivalent to 5% of Dunkin Donuts gross monthly sales for the life of the lease.

APPROVED:

Board Secretary

April 25, 2019
Date