

**MINUTES**  
**MEETING OF THE BOARD OF DIRECTORS**  
**OPERATIONS & SAFETY COMMITTEE**  
**METROPOLITAN ATLANTA RAPID TRANSIT AUTHORITY**  
**March 31, 2016**

The Board of Directors Operations & Safety Committee met on March 31, 2016 at 10:04 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**

Robert F. Dallas  
Frederick L. Daniels, Jr.  
Roderick E. Edmond, *Chair*  
Freda B. Hardage  
Barbara Babbit Kaufman

MARTA officials in attendance were: GM/CEO Rukiya S. Thomas (Acting); Chief Operating Officer Richard A. Krisak; Chief Financial Officer Gordon Hutchinson; Chief Counsel Elizabeth O'Neill; AGMs Elayne Berry, Wanda Dunham, Robin Henry, Ryland McClendon and David Springstead (Interim); Executive Director Antoine Smith (Acting); Sr. Directors LaShanda Dawkins and Joseph Erves; Directors Lisa DeGrace, Tim Elsberry, Johnathan Hunt, Remy Saintil and William Taylor; Manager Jacquelyn Bentley (Interim); Executive Manager to the Board Rebbie Ellisor-Taylor; Sr. Executive Administrator Brenda L. Williams; Finance Administrative Analyst Tracy Kincaid. Others in attendance Davis Allen, Abebe Girmay, Nicholas Gowens, Terry Ponder, Allan Williams, Jr. and Jhonnita L. Williams.

Also in attendance were Pam Alexander and Winston Simmonds of LTK Engineering; Gena Major of SRTA; Helen McSwain of MATC; Sid Sparks of Virginkar & Associates.

**Consent Agenda**

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- a) Approval of the February 25, 2016 Operations & Safety Committee Meeting Minutes

On motion by Mr. Daniels seconded by Mr. Dallas, the consent agenda was unanimously approved with a vote 4 to 0, with 4 members present.

**Individual Agenda**

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**Resolution Authorizing Award of a Contract for Eligibility Assessment Services for MARTA's Mobility (Paratransit) Operations, Request for Proposals Number P36410**

Mr. Allen presented this resolution for Board of Directors' approval authorizing the General Manager/CEO or his delegate to award a contract for Eligibility Assessment Services for MARTA's Mobility (Paratransit) Services, RFP Number P36410, to Medical Transportation Management, Inc. (MTM) in the amount of \$2,767,724.

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***Best Practices in Paratransit Certification & Eligibility***

- In-person interviews
- Functional assessments
- Cognitive assessments
- Improved customer data
- Tight integration with Travel Training

***Procurement Considerations***

- November 17, 2015 – Advance Notices to Offerors were sent to 19 vendors
- Forty-six firms retrieved the solicitation
- January 8, 2016 – two proposals were received
- Final evaluations scores were:
  - Medical Transportation Management, Inc. – 66.4
  - IPS/Lynx (Injury Prevention Specialists – 58.8

***Recommended Proponent: MTM***

- Headquartered in St. Louis, founded in 1995
- Female-owned
- National firm, employing over 1,800
- Performs over 40,000 eligibility assessments annually
- Conducts over 1990 Travel Training sessions annually

*MTM's ADA Paratransit Assessment Contracts*

- TriMet (Oregon)
  - Annual Assessments: 3,718
  - Dates of Service: January 2010 – current
- Raleigh CAT
  - Annual Assessments: 918
  - Dates of Service: October 2010 – current
- KCATA (Kansas City)
  - Annual Assessments: 2,026
  - Dates of Service: January 2015 – current
- WMATA
  - Annual Assessments: 7,500 (approximate)
  - Dates of Service: January 2016 – current
- Austin Capital Metro
  - Annual Assessments: 1,100 (approximate)
  - Dates of Service: October 2015 – current

*DBE Participation*

- Vendor: N-Source Solution Partners
- Assigned Goal: 25%
- Participation: 31.7%
- Five-year total: \$876,233

*Service Impacts*

- Short Term
  - Create Mobility Center at HQ Annex
  - Reorient staff/patrons to “one stop” location
  - Improved customer data collection
  - Proactively manage customer expectations

- Long Term
  - Closer adherence to FTA requirements
  - Higher quality customer service
  - Better service planning capabilities
  - Operational costs decrease

*Contract Costs/Term*

- Contract term is a three-year base with 2 one-year options
- Procurement is anticipated to be funded through Local Operating Funds from the approved fiscal year budget
- Funds for subsequent years will be included in subsequent annual budgets
- Partially supported by a grant from Atlanta Regional Commission (ARC)
- Costs:
  - Three-year base: \$1,590,537.00
  - Total for option year one: \$579,033.00
  - Total for option year two: \$598,153.00
  - Five year cost: \$2,767,724.00

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Dr. Edmond asked why only two bids were received.

Mr. Allen said the larger firms, located on the west coast, indicated geography and dollar amount too small as their reasons for not submitting a bid; smaller firms indicated that the scope of the contract was too large.

Dr. Edmond asked what was the difference in price.

Mr. Allen said MTM came in at \$2.7M, and IPS/Lynx came in at \$2.5M

Mr. Daniels asked if the proponents' scores, 66.4 and 58.8, were out of 100.

Mr. Allen said yes.

Mr. Daniels asked is MARTA confident that MTM can perform the work even though their score was 66.4.

Mr. Allen said yes MARTA is confident – past clients were interviewed and they were all very pleased with MTM.

Mr. Krisak pointed out that MARTA has a tough scoring group – it is rare that a proponent receives over 80.

Dr. Edmond asked if MARTA entertained splitting the contract.

Mr. Allen said based of the flow of the services, splitting the contract amongst different companies would not work.

Mr. Krisak added that MARTA will maintain the application and initial vetting process – this is a very small contract.

Mr. Daniels asked what is the timeframe for implementation.

Mr. Allen said it is set to begin June 6.

Mr. Daniels asked if MARTA currently conducts cognitive testing and does it leave MARTA any liability.

Mr. Krisak said MARTA does not currently perform cognitive testing. MARTA has been relying on physician documentation.

Mr. Allen said medical professionals will provide the testing.

Mr. Daniels said MARTA needs to take caution with that. He asked if MTM will oversee DBE participation.

Mr. Allen said yes.

Mr. Daniels reminded staff that Chairman Ashe requested quarterly DBE reports.

Mr. Allen said MARTA has requested monthly updates, which will be presented to the Board quarterly.

Mr. Dallas asked if there will be a mechanism to assess customer service.

Mr. Krisak said MTM does customer service feedback.

Mr. Dallas asked if it is done with each customer.

Mr. Krisak said no, but they provide a significant sampling.

On motion by Mrs. Hardage seconded by Mr. Daniels, the resolution was unanimously approved by a vote of 5 to 0, with 5 members present.

**Resolution Authorizing Award of a Contract for the Procurement of Standby Power Systems – Generator Replacement, Request for Proposals (RFP) Number P31223**

Mr. Saintil presented this resolution for Board of Directors' approval authorizing the General Manager/CEO or his delegate to award a contract for the procurement of Standby Power Systems – Generator Replacement, RFP Number P31223, to Cleveland Electric Company in the total amount of \$6,242,175.

Dr. Edmond asked why so few bids were received.

Mr. Saintil said so few bids were received due to the technical approach in design that was requested.

Dr. Edmond asked what was the cost proposal from Carter Brothers.

Mr. Saintil said \$5.2 million.

Dr. Edmond said that is a \$1 million difference.

Mr. Saintil said that is correct, but the firm really underestimated the technical design.

On motion by Mr. Daniels seconded by Mr. Dallas, the resolution was unanimously approved by a vote of 5 to 0, with 5 members present.

**Resolution Authorizing Award of a Contract for the Procurement and Disposal of Bus Batteries, CP B35877**

Mr. Taylor presented this resolution for Board of Directors' approval authorizing the General Manager/CEO or his delegate to enter into a contract with NAPA Auto Parts for the procurement and disposal of Bus Batteries in the amount of \$442,756.00.

Mr. Dallas asked how many batteries will the contract cover.

Mr. Taylor said approximately 1,800.

On motion by Mr. Daniels seconded by Mrs. Hardage, the resolution was unanimously approved by a vote of 5 to 0, with 5 members present.

### **Other Matters**

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Mr. Elsberry briefed the Committee on Third Rail Design Differences of MARTA and WMATA.

#### *WMATA Events*

- WMATA had a serious incident involving third rail power cables in the tunnel leading south from the L'Enfant Plaza Metro station in January 2015
- WMATA had another smoke/fire event involving third rail power cables on March 15, 2016 near McPherson Square
- WMATA's General Manager ordered a system shutdown for 29 hours in order to inspect the estimated 600 power cables on the rail system

#### *Third Rail Feeder Cables*

- A typical MARTA Breaker Feeder has three risers with three cables each for a total of nine feeder cables – this three terminal design has proven to be a sturdy and stable connection point
- The WMATA design utilizes four risers with single cable connections for a total of four feeder cables
- MARTA's design has a hex connection, allowing sturdy and secure contact from the power feed to the third rail

#### *Third Rail Expansion Joints*

- MARTA utilizes six cables with a protective PVC cover – all exothermic weld connections are on the outside of the contact rail for protection from the rail car collector paddle
- WMATA's expansion joint design consists of four cables; two each on the outside and inside of the contact rail

*MARTA Preventative Maintenance and Inspection Processes*

- Breaker Feeder Cables are visually inspected twice each week by Track Inspection personnel
- Excerpts from the MARTA Track Safety Standards
  - “Observe conditions of the contact rail (3<sup>rd</sup> rail), feeder, and return cables, Train Control, Communication, and all wayside equipment and report any conditions needing attention to the Track Inspection Supervisory personnel.”
  - “Inspect traction power return cables, rail clamps, pin bonds, and welds for defective cable insulation, rust, corrosion, damage, and loose or missing hardware.”
- Any changes or abnormalities are reported, investigated, and addressed
- Third Rail Expansion Joints
  - Expansion joints must be inspected to see that the third rail moves freely within that expansion joint to allow for the expansion and contraction that occurs due to temperature changes
  - This thermal expansion and contraction can be aided by having the third rail expansion joint lubricated with grease
  - Check for adequate lubrication and for loose bolts
  - Check for adjustment to ensure that both rails have not reached the end of their adjustment range
  - Check rail ends for excessive scarring which would indicate undesirable collector shoe contact
  - Check cable connections
  - Power cables should be checked to ensure proper connection and all bolts, nuts and cotter pins inspected
  - Any bolt that is broken, nut loose or missing or cotter pin broken or missing needs to be reported immediately for repairs

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Mr. Dallas asked about the accident that occurred in Roswell at a MARTA bus stop.



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Chief Dunham said Roswell Police is leading the investigation. They have asked MARTA for a copy of the video of the incident.

Mr. Dallas asked if the crash report is available.

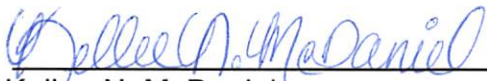
Mrs. O'Neill said the report would come from Roswell. MARTA is not certain at this time if Roswell's investigation is complete.

**Adjournment**

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The meeting of the Operations & Safety Committee adjourned at 10:48 a.m.

Respectfully submitted,



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Kellee N. McDaniel  
Sr. Executive Administrator to the Board