

Minutes

RTA Operational Planning & Infrastructure Committee Meeting 9:01 a.m., February 6, 2018

Present: Welo (Chair), Clough, Dixon, Elkins, Lucas, McCall, Moss, Norton, Welo

Not present: Nardi, Serrano

Also Present: Anderson, Benford, Boyd, Burney, Calabrese, Castelucci, Catalusci, Caver, Cranford, Czeck, Dangelo, Feliciano, Fields, Garofoli, Gautam, Hampton, Jaszczak, Johnson, Kirchmeir, Kirkland, Lamb, Laule, Pierce, Raguz, Schipper, Scott, Scott, Shaffer, Sims, Sutula, Vukmanic, Wiehe, Zeller

Mayor Welo called the meeting to order at 9:01 a.m. The secretary called the roll and reported that four (4) committee members were present. This is the start of the new committee structure. She reviewed the agenda items with Mike Schipper, Deputy General Manager of Engineering & Project Management. They also discussed infrastructure projects. She and Rev. Lucas will have a joint meeting to handle their agenda items that require Executive Session.

RFP Procurement: On-Call Surveying Services, Phase 5

Kathleen McGervey, resident engineer/architect and Jonathan Laule, procurement contract administrator, made the presentation. On-call surveying services has been performed in the past. But this is a 3-year contract instead of 2 years, which they've done in the past. They reduced the per year amount, but extended the length of time for the contract. The purpose is to perform surveying services to augment in-house staff. Surveyors are on staff, but RTA doesn't have the equipment the surveyors have. The contract would be \$250,000. Task would be issued on an as-needed basis for a 36-month period. The task would be issued where rapid turnaround is required to support property management. The last on-call included land surveying for boundaries. Others would involve project design and to check on construction to see that it's done properly.

The RFP was issued Dec. 4, 2017. Seventeen interested parties reviewed the solicitation. Four submitted the proposal. Various departments reviewed the proposals using evaluation criteria. The recommended vendor is KS Associates. They have been the incumbent on the last contract. The DBE goal is 6%. It will be met by utilizing the National Engineering & Architectural Services, Inc. and Denise's Flagging and Construction Services. Their experience includes on-call surveying with RTA, ODOT, Cleveland Metroparks, Sewer District and Cleveland Hopkins Airport. Staff requests that the Operational Planning & Infrastructure Committee recommend to the Board of Trustees a contract award to KS Associates in the amount not to exceed \$250,000 for a period of 36 months.

Mayor Elkins asked if the \$25,000 per task would be included in the \$250,000 contract. Joe explained that the typical contract is \$25K. Ms. Moss asked for a roll call. It was moved by Mayor Welo, seconded by Mayor Elkins. There were three (3) ayes and one (1) abstention.

Personnel and Labor Negotiations and matters to be kept confidential by federal law – Executive Session Requested

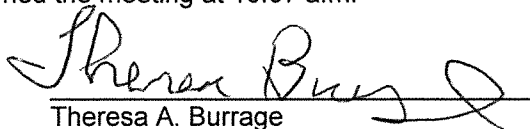
It was decided to merge the executive session from the Organizational Services and Performance Monitoring Committee with this Committee.

9:12 a.m. - It was moved by Mayor Clough, seconded by Mayor Elkins to discuss personnel, labor negotiations and matters to be kept confidential by federal law. There were four (4) ayes and none opposed to go into Executive Session. Mayor Welo invited the rest of the Board to join the session.

10:07 a.m. – It was moved by Mayor Clough, seconded by Mayor Welo to exit Executive Session. There were four (4) ayes and none opposed. Mayor Welo adjourned the meeting at 10:07 a.m.



Joseph A. Calabrese
CEO, General Manager
Secretary/Treasurer



Theresa A. Burrage
Executive Secretary