

CAPITAL AREA TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS MEETING

WEDNESDAY, FEBRUARY 19, 2025
4:00 P.M. – LANSING CENTER GOVERNOR'S ROOM
333 E. MICHIGAN AVENUE, LANSING, MI 48933

AGENDA

I. CALL TO ORDER

II. PUBLIC COMMENTS ON AGENDA ITEMS

*Members of the public are welcome to speak to the Board on any agenda subject. Anyone wishing to comment on any matter **not** on the agenda may do so immediately prior to adjournment.*

III. CHAIR'S COMMENTS

IV. CHIEF EXECUTIVE OFFICER'S REPORT

V. ACTION ITEMS – PROPOSED CONSENT AGENDA

A. APPROVAL OF MINUTES OF JANUARY 15, 2025, BOARD MEETING

B. APPROVAL OF MINUTES OF JANUARY 15, 2025, BOARD RETREAT

C. TREASURER'S REPORT FOR DECEMBER 2024

1. Interim Income Statement
2. Cash Summary
3. Investments
4. Fifth Third Investment Account Reconciliation

D. ARCHITECTURAL AND ENGINEERING SERVICES AT 511 S. WASHINGTON AVENUE

PROPOSED MOTION: That the CATA Board of Directors authorizes Board Chair, Nathan Triplett, and Chief Executive Officer, Bradley T. Funkhouser, to approve a proposal from Progressive AE, Grand Rapids, MI, for architectural and engineering services at 511 S. Washington Avenue, at a cost not to exceed \$351,500 of grant funds, on such other terms and conditions as the Board Chair and Chief Executive Officer deem necessary.

E. PURCHASE OF ONE (1), 29-FOOT SHOPPING BUS FROM GILLIG

PROPOSED MOTION: That the CATA Board of Directors authorizes Board Chair, Nathan Triplett, and Chief Executive Officer, Bradley T. Funkhouser, to execute a purchase of one (1), 29-foot, heavy duty transit bus from Gillig, LLC, of Livermore, CA, using the State of Washington, cooperative bus procurement master contract #06719, at a price not to exceed \$675,000 of federal and state grant funds, pending successful completion of necessary FTA Buy America audits and inspections on such other terms and conditions as the Board Chair and Chief Executive Officer deem necessary.

F. ARMORED COURIER SERVICE AND CASH HANDLING/PROCESSING EQUIPMENT

PROPOSED MOTION: That the CATA Board of Directors authorizes Board Chair, Nathan Triplett, and Chief Executive Officer, Bradley T. Funkhouser, to execute a contract with Fifth Third Bank, to provide integrated cash handling and armored car services, at a cost not to exceed \$300,000 for a five (5) year term on such other terms and conditions as the Board Chair and Chief Executive Officer deem necessary.

G. DISADVANTAGED BUSINESS ENTERPRISE (DBE) PROGRAM

PROPOSED MOTION: That the CATA Board of Directors authorizes Board Chair, Nathan Triplett, and Chief Executive Officer, Bradley T. Funkhouser, to approve and execute a Disadvantaged Business Enterprise (DBE) program in accordance with regulations set forth by the U.S Department of Transportation (DOT), 49 CFR Part 26, and authorize Staff to submit the program and report to the Federal Transit Administration.

H. AWARD OF CONTRACT FOR NEW WEBSITE DEVELOPMENT, DESIGN, AND MAINTENANCE

PROPOSED MOTION: That the CATA Board of Directors authorizes Board Chair, Nathan Triplett, and Chief Executive Officer, Bradley T. Funkhouser, to execute a contract with Exemplifai, LLC, dba Exemplifi, LLC, beginning April 1, 2025, for the development, design, and maintenance of a new website, at a cost not to exceed \$335,025 funded through a combination of grant and operating funds for an initial three (3) year contract and an option for two (2), one (1) year extensions on such other terms and conditions as the Board Chair and the Chief Executive Officer deem necessary.

VI. DISCUSSION AGENDA

A. POLICY - GUIDELINES FOR USE, VIEWING, AND STORAGE OF VIDEO AND AUDIO SURVEILLANCE - SECONDDREADING

PROPOSED MOTION: That the proposed policy for Guidelines for Use, Viewing, and Storage of Video and Audio Surveillance be accepted for the second reading in accordance with Policy No. 402, Formulation of Policies and Administrative Procedures.

VII. OLD BUSINESS

- Presentation from Jim Frenedt, Director of Finance

VIII. NEW BUSINESS

IX. PUBLIC COMMENT

Members of the public are welcome to speak to the Board on any CATA subject.

X. ADJOURNMENT