

CAPITAL AREA TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS MEETING

WEDNESDAY, MARCH 16, 2022
4:00 P.M. – 3131 E. MICHIGAN AVE., LANSING, MI 48912
(FORMER SEARS BUILDING)

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

- Audit Committee Report
- Policy Committee Report
- Annual Disclosure Form – Policy #209 Code of Conduct

IV. CHIEF EXECUTIVE OFFICER'S REPORT

V. ACTION ITEMS – PROPOSED CONSENT AGENDA

A. APPROVAL OF MINUTES OF FEBRUARY 16, 2022, BOARD MEETING

B. APPROVAL OF TREASURER'S REPORT FOR JANUARY 2022

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

C. CONTRACT FOR OPERATIONS UNIFORM SUPPLIER

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 Lansing Uniform Company to provide required uniforms and shoes to CATA's bus operators, supervisors, managers, and customer experience representatives for a term of five (5) years, from March 1, 2022, through February 28, 2027, or five (5) successive annual terms, on such terms and conditions as the Board Chair and Chief Executive Officer deem necessary.

D. ADA LOW-FLOOR FULL-SIZE VANS EQUIPPED WITH SIDE-ENTRY MANUAL ADA RAMP

PROPOSED MOTION: That the CATA Board of Directors authorizes Board Chair, Nathan Triplett and Chief Executive Officer, Bradley T. Funkhouser, to execute a purchase from Creative Bus located in Elkhart, Indiana for up to fourteen (14) new ADA low-floor full-size vans equipped with side-entry manual ADA ramp in an amount not to exceed \$1,590,000 pending successful completion of necessary Buy America audits on such terms and conditions as the Board Chair and Chief Executive Officer deem necessary.

E. TRANSIT MASTER AVL HARDWARE UPGRADE PROJECT

PROPOSED MOTION: That the CATA Board of Directors authorizes Board Chair, Nathan Triplett and Chief Executive Officer, Bradley T. Funkhouser, to enter into a contract with Trapeze Software Group, Inc. to provide hardware, software, support, installation and necessary ancillaries to replace or upgrade CATA's current fixed route bus AVL hardware to V8 AVL hardware with a cost not to exceed \$1,200,000.

F. EMERGENCY CONTRACT FOR CUSTODIAL SERVICES

PROPOSED MOTION: That the CATA Board of Directors authorizes Board Chair, Nathan Triplett, and Chief Executive Officer, Bradley T. Funkhouser, to execute an emergency contract with Clean Team USA, Lansing, Michigan to provide Custodial Services at the CATA Transportation Center (CTC) and Capital Area Multimodal Gateway (MMG) at a maximum amount of \$84,900 for a term of six (6) months, commencing February 21, 2022, through August 31, 2022, and not to exceed the approved annual Operating Budget for such services as the Board Chair and Chief Executive Officer deem necessary.

VI. ACTION ITEMS – PROPOSED DISCUSSION AGENDA

A. FISCAL YEAR 2021 FINANCIAL STATEMENTS AND AUDIT REPORT

PROPOSED MOTION: That the CATA Board of Directors accepts CATA's Financial Statements and Report on Federal Awards for Fiscal Year 2021 and the Communication to those Charged with Governance and Management of CATA.

B. POLICY NO. 200 – PURCHASING AND CONTRACTING - FIRST READING

PROPOSED MOTION: That proposed revised Policy No. 200 – Purchasing and Contracting, be accepted for the first reading in

accordance with Policy No. 402, Formulation of Policies and Administrative Procedures.

C. POLICY NO. 204 – DISADVANTAGED BUSINESS ENTERPRISE - FIRST READING

PROPOSED MOTION: That proposed revised Policy No. 204 – Disadvantaged Business Enterprise, be accepted for the first reading in accordance with Policy No. 402, Formulation of Policies and Administrative Procedures.

VII. OLD BUSINESS

VIII. NEW BUSINESS

IX. PUBLIC COMMENT

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

X. EXECUTIVE SESSION REGARDING UNION LABOR AGREEMENT

PROPOSED MOTION: That this Board meeting go into closed session, pursuant to MCL 15.268(c), for a strategy session in connection with negotiation of a collective bargaining agreement with the Union, ATU, Division 1039, and that following such closed session, this Board meeting return to open session for completion of the Agenda.

XI. ADJOURNMENT