



Salem Area Mass Transit District  
BOARD OF DIRECTORS

October 26, 2017

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Salem Area Mass Transit District  
**BOARD OF DIRECTORS MEETING**

October 26, 2017

Courthouse Square – Senator Hearing Room  
555 Court Street NE, Salem, Oregon 97301

**Corrected** MINUTES

<b>PRESENT Board</b>	President Robert Krebs; Directors Doug Rodgers, Colleen Busch, Marcia Kelley, Jerry Thompson and Kathy Lincoln <b>ABSENT:</b> Director Steve Evans
<b>Staff</b>	Allan Pollock, General Manager; David Trimble, Chief Operating Officer; Paula Dixon, Director of Administration; Steve Dickey, Director of Transportation Development; Patricia Feeny, Director of Communication; Brian Woodall, Procurement/Contracts Manager; Stephen Custer, Social Media Specialist; Linda Galeazzi, Executive Assistant
<b>Guests</b>	Tim Williams, Safety Manager; Goran Petrovic, Special Project Manager; and Mark Elias, Senior Vice President, Operations from MV Transportation Inc.

**A. CALL TO ORDER AND NOTE OF ATTENDANCE** **6:30 PM**  
President Krebs called the meeting to order and a quorum was present.

**B. PLEDGE OF ALLEGIANCE** led by Director Doug Rodgers

**C. ANNOUNCEMENTS AND CHANGES TO THE AGENDA**  
President Krebs announced that the 2017 ACT 40 Under 40 Award Presentation is postponed to the December 14, 2017 Board meeting. Director Lincoln requested that the Board discuss and take action on a letter from the Board to the Oregon Transportation Commission about the funding categories and amounts for the FY2021-2024 Statewide Transportation Improvement Program (STIP).

**D. PRESENTATION** - None

**E. PUBLIC COMMENT** - None

**F. CONSENT CALENDAR** **6:32 PM**

<b>Motion:</b>	<b>Moved to approve the Consent Calendar:</b>
	<b>3. <u>Approval of Minutes</u></b>
	<b>a. Minutes of the September 28, 2017 Board Meeting</b>
	<b>4. <u>Routine Business</u></b>



**a. Approval of the Fiscal Year 2019 Budget Calendar**

**Motion by:** Director Jerry Thompson  
**Second:** Director Marcia Kelley  
**Discussion:** No items were deferred from the Consent Calendar.  
**Vote:** Motion passed (6); Absent: Director Evans

**G. ITEMS DEFERRED FROM CONSENT CALENDAR - None**

**H ACTION ITEMS**

**1. Contract with MV Transportation for Transportation Services 6:33 PM**

**Staff report:** Pages 17-19 in the agenda

**Presenter:** David Trimble, Chief Operating Officer  
 SAMTD contracts with a private provider for the delivery of complementary ADA paratransit service, regional service within Marion and Polk Counties, and demand response services for seniors and people with disabilities. These transportation services total approximately 84,000 annual revenue hours. The current contract with MV Transportation expires on December 31, 2017. Under procurement procedures required by the Federal Transit Administration (FTA), RFP #2018-002 was issued on July 10, 2017. Three proposals were received on the closing date of August 30, 2017. Best and final offers were evaluated on October 17, 2017 and MV Transportation was determined to be the most responsive to the procurement criteria.

<b>Evaluation Criteria</b>	<b>Available Points</b>	<b>MV Transportation</b>	<b>First Transit, Inc.</b>	<b>Ride Right</b>
Qualifications of Firm/Staff	20	15	15.5	16
Technical/Work Plan	40	27.25	29	30
Cost Proposal	40	40	33	35.5
<b>Total Score</b>	<b>100</b>	<b>82.25</b>	<b>77.5</b>	<b>81.5</b>

(5 YR. BASE/2 1-YR OPTIONS)                      \$ 34,702,000                      \$ 41,191,000                      \$ 39,033,414

**Motion:** **Move to authorize the General Manager to execute a five-year base term contract with two (2) one-year optional extensions (7 years total) with MV Transportation, Inc., for transportation services for the delivery of Cherriots LIFT, Cherriots Regional, and Cherriots Shop and Ride services in the amount of \$34,702,000.**

**Motion by:** Director Marcia Kelley  
**Second:** Director Kathy Lincoln  
**Vote:** Motion passed (6); Absent: Director Evans



## 2. Letter to the OTC regarding the 2021-2024 STIP

Staff report: Verbal \*1

Presenter: Director Kathy Lincoln

**President Krebs** attended the October meeting of the Oregon Transportation Commission (OTC) where they considered three funding scenarios for state and federally-funded projects in the development of the 2021-2024 Statewide Transportation Improvement Program (STIP); and about the OTC’s proposal for the use of non-highway discretionary funds for public transportation and the need for various sources of federal funding.

Director Lincoln proposed that the General Manager write a letter on behalf of the Board for President Krebs signature in response to the Commissions invitation for input from agencies on the:

- Allocation of programs funds in the STIP for investment needs.
- How the Commission should target non-highway funding among public transportation, bicycle and pedestrian, and transportation options programs; and
- To voice the Boards concerns about the lack of discretionary federal funding.

Board members considered asking the Mid-Willamette Area Commission on Transportation (MWACT) to write a letter. When the ACTs submit a transportation improvement program to the state for inclusion in the statewide program, MPOs verify that they have met federal requirements. A letter is a good idea. The ACT steering committee will meet with the OTC in December for the annual charter reappointment. Most members of the ACT know the importance of buses.

Mr. Pollock advised that he will add discussion on the STIP Process on the November work session agenda.

**Motion:** **Move to authorize the General Manager to create a letter to the OTC on behalf of the Board for President Krebs signature regarding the categories and amounts in the funding scenarios; and to voice the Board’s concerns about the OTC’s proposal to take away transits’ use of the non-highway discretionary funds in the 2021-2024 STIP funding allocation.**

**Motion by:** **Director Kathy Lincoln**

**Second:** **Director Doug Rodgers**

**Vote:** **Motion passed (6); Absent: Director Evans**



\*1 Oregon Department of Transportation Statewide Transportation Improvement Program, go to <http://www.oregon.gov/ODOT/STIP/Pages/2021-2024-STIP.aspx>.

For the Oregon Transportation Commission's meeting agenda and materials, go to <http://www.oregon.gov/ODOT/Get-Involved/Pages/September-OTC-Support-Materials.aspx>

**I. INFORMATION ITEMS - None**

**J. BOARD AND MANAGEMENT REPORTS 6:50 PM**

**1. General Manager**

Mr. Pollock said that he and President Krebs testified at the OTC meeting on the issues that Director Lincoln spoke about. He also attended the Statewide Transportation Improvement Fund (STIF) Rules Advisory Committee meeting where there were lots of questions about the policies being developed for implementation under House Bill 2017. A list of the questions was compiled for response at a later meeting. Mr. Pollock was also invited to do a presentation on the District's transit system at the City of Salem's Transit Committee meeting.

**Board of Directors**

Board members gave an account, both verbally and in writing, of their transit-related Board and community service activities that may be of interest to the other Board members and to the public.

Discussion ensued about President Krebs' inquiry at the Salem/Keizer Area Transportation Study (SKATS) meeting about a policy for fuel preservation in an emergency event, such as an earthquake. He was told that a policy was being developed. Director Kelley noted that people should also talk to their legislators about the fuel sources in Salem – what is available and where it is being stored.

President Krebs announced that a reporter from the Oregon Business Magazine interviewed him and transit planner Matt Berggren for a story about the West Salem Connector. He reminded the Board about the ribbon cutting at the Gilbert House on November 3 for the newly built *Salem Station*.

**K. Meeting Adjourned 7:25 PM**

Respectfully submitted,

**APPROVED & SIGNED AS CORRECTED**

Robert Krebs, President