



MEMPHIS AREA TRANSIT AUTHORITY

One Commerce Square
40 South Main Street
Memphis, TN 38103
www.matatransit.com
Gary J. Rosenfeld
Chief Executive Officer

Board of Commissioners

Dr. Martin Lipinski, Chair
Shelia Williams, Vice-Chair

Angus Blair
Michael Fulton
Edward Stephens, III
Janice Holder

Kristen Bland
Michelle McKissack
Anton Mack

**Board of Commissioners
Regular Meeting**

AGENDA

**Tuesday, December 13, 2022
3:30 PM**

- I. Call to Order Martin Lipinski
- II. Board Roll Call Bacarra Mauldin

Member	Arrived	Departed	Member	Arrived	Departed
Blair, Angus	1535	1632	Mack, Anton	1535	1632
Bland, Kristen	1535	1632	McKissack, Michelle	1535	1632
Fulton, Michael	1542	1632	Stephens, Edward	1535	1632
Holder, Janice	1535	1632	Williams, Shelia		
Lipinski, Martin	1535	1632			

- III. Approval of Minutes Commissioners
 - a. Regular Board Meeting – November 15, 2022

- The minutes of the November 15, 2022, Board meeting can be found beginning on page 5.

Item:	Approval of the November 15, 2022, Regular Board Meeting Minutes								
Motion by:	Holder				Second By:	Mack			
Member	Aye	Nay	Abstain	Absent	Member	Aye	Nay	Abstain	Absent
Blair, Angus	X				Mack, Anton	X			
Bland, Kristen	X				McKissack, Michelle	X			
Fulton, Michael				X	Stephens, Edward	X			
Holder, Janice	X				Williams, Shelia				X
Lipinski, Martin	X								

IV. CEO (Chief Executive Officer) Report

Gary Rosenfeld

V. Consent Agenda Items

VI. Procurement Item(s)

- a. Resolution to approve justification for purchase of additional cameras and security features to current contract
 - Resolution 22-60
 - Memo 22-60

Item:	Resolution 22-60 to approve justification for purchase of additional cameras and security features to current contract								
Motion by:	Holder				Second By:	Stephens			
Member	Aye	Nay	Abstain	Absent	Member	Aye	Nay	Abstain	Absent
Blair, Angus	X				Mack, Anton	X			
Bland, Kristen	X				McKissack, Michelle	X			
Fulton, Michael	X				Stephens, Edward	X			
Holder, Janice	X				Williams, Shelia				X
Lipinski, Martin	X								

- b. Resolution to authorize a Five-year contract with nMomentum for maintenance support of its systems, fare collection systems, onboard video systems and pedestrian display
- Resolution 22-61
 - Memo 22-61

Item:	Resolution 22-61 to authorize a Five-year contract with nMomentum for maintenance support of its systems, fare collection systems, onboard video systems and pedestrian display								
Motion by:	Bland				Second By:	Fulton			
Member	Aye	Nay	Abstain	Absent	Member	Aye	Nay	Abstain	Absent
Blair, Angus	X				Mack, Anton	X			
Bland, Kristen	X				McKissack, Michelle	X			
Fulton, Michael	X				Stephens, Edward	X			
Holder, Janice	X				Williams, Shelia				X
Lipinski, Martin	X								

VII. Service and Development

- a. Resolution to approve the 2023 Operating Calendar
- Resolution 22-62

Item:	Resolution 22-62 to approve the 2023 operating calendar								
Motion by:	Mack				Second By:	Stephens			
Member	Aye	Nay	Abstain	Absent	Member	Aye	Nay	Abstain	Absent
Blair, Angus	X				Mack, Anton	X			
Bland, Kristen	X				McKissack, Michelle	X			
Fulton, Michael	X				Stephens, Edward	X			
Holder, Janice	X				Williams, Shelia				X
Lipinski, Martin	X								

VIII. Finance Agenda Items

IX. Acknowledgement of Public Comment

Board of Commissioners
Regular Meeting Minutes

Approved
12/13/22

Meeting Date:
Tuesday, November 15, 2022
3:30 PM

The regular meeting was called to order by Chair Martin Lipinski at 3:33 p.m. Members present of the Commission are noted as are their departure times:

Member	Arrived	Departed
Blair, Angus		
Bland, Kristen	1533	1634
Fulton, Michael		
Holder, Janice	1533	1634
Lipinski, Martin	1533	1634
Mack, Anton	1537	1634
McKissack, Michelle	1533	1634
Stephens, Edward	1533	1607
Williams, Shelia	1548	1634

Approval of Minutes from September 27, 2022

Item:	Approval of the September 27, 2022, Regular Board Meeting Minutes								
Motion by:	Stephens				Second By:	Bland			
Member	Aye	Nay	Abstain	Absent	Member	Aye	Nay	Abstain	Absent
Blair, Angus				X	Mack, Anton				X
Bland, Kristen	X				McKissack, Michelle	X			
Fulton, Michael				X	Stephens, Edward	X			
Holder, Janice	X				Williams, Shelia				X
Lipinski, Martin	X								

Resolutions presented and voted upon:

Item:	Resolution 22-51 to authorize a contract with TRAPEZE SOFTWARE GROUP, INC for Trapeze Cloud Managed Services – EAM Only								
Motion by:	McKissack				Second By:	Mack			
Member	Aye	Nay	Abstain	Absent	Member	Aye	Nay	Abstain	Absent
Blair, Angus				X	Mack, Anton	X			
Bland, Kristen	X				McKissack, Michelle	X			
Fulton, Michael				X	Stephens, Edward	X			
Holder, Janice	X				Williams, Shelia	X			
Lipinski, Martin	X								

12/13/22

Item:	Resolution 22-52 for purchase of fifteen switch machines from Hanning & Kahl for the Madison Line Project									
Motion by:	Mack				Second By:	Stephens				
Member	Aye	Nay	Abstain	Absent	Member	Aye	Nay	Abstain	Absent	
Blair, Angus				X	Mack, Anton	X				
Bland, Kristen	X				McKissack, Michelle	X				
Fulton, Michael				X	Stephens, Edward	X				
Holder, Janice	X				Williams, Shelia	X				
Lipinski, Martin	X									

Item:	Resolution 22-53 to approve sole-source procurement for electrical work									
Motion by:	McKissack				Second By:	Williams				
Member	Aye	Nay	Abstain	Absent	Member	Aye	Nay	Abstain	Absent	
Blair, Angus				X	Mack, Anton	X				
Bland, Kristen	X				McKissack, Michelle	X				
Fulton, Michael				X	Stephens, Edward	X				
Holder, Janice	X				Williams, Shelia	X				
Lipinski, Martin	X									

Item:	Resolution 22-54 to authorize the purchase of furniture for the 12th floor administrative offices at One Commerce Square									
Motion by:	McKissack				Second By:	Mack				
Member	Aye	Nay	Abstain	Absent	Member	Aye	Nay	Abstain	Absent	
Blair, Angus				X	Mack, Anton	X				
Bland, Kristen	X				McKissack, Michelle	X				
Fulton, Michael				X	Stephens, Edward	X				
Holder, Janice	X				Williams, Shelia	X				
Lipinski, Martin	X									

Item:	Resolution 22-55 to award a three-year contract to Magnificent Grounds LLC for lawn maintenance									
Motion by:	Bland				Second By:	Stephens				
Member	Aye	Nay	Abstain	Absent	Member	Aye	Nay	Abstain	Absent	
Blair, Angus				X	Mack, Anton	X				
Bland, Kristen	X				McKissack, Michelle	X				
Fulton, Michael				X	Stephens, Edward	X				
Holder, Janice	X				Williams, Shelia	X				
Lipinski, Martin	X									

Item:	Resolution 22-56 to award a five-year contract to Otis Elevator for wheelchair lift and elevator maintenance								
Motion by:	Holder				Second By:	Williams			
Member	Aye	Nay	Abstain	Absent	Member	Aye	Nay	Abstain	Absent
Blair, Angus				X	Mack, Anton	X			
Bland, Kristen	X				McKissack, Michelle	X			
Fulton, Michael				X	Stephens, Edward				X
Holder, Janice	X				Williams, Shelia	X			
Lipinski, Martin	X								

Item:	Resolution 22-57 to approve change order #1 to Tolar Manufacturing Company for the purchase of bus shelters and accessories								
Motion by:	Williams				Second By:	Holder			
Member	Aye	Nay	Abstain	Absent	Member	Aye	Nay	Abstain	Absent
Blair, Angus				X	Mack, Anton	X			
Bland, Kristen	X				McKissack, Michelle	X			
Fulton, Michael				X	Stephens, Edward				X
Holder, Janice	X				Williams, Shelia	X			
Lipinski, Martin	X								

Item:	Resolution 22-58 to authorize entering a lease expansion a lease with One Commerce Square Realty LP for additional office space to support new project and program management needs								
Motion by:	Holder				Second By:	Bland			
Member	Aye	Nay	Abstain	Absent	Member	Aye	Nay	Abstain	Absent
Blair, Angus				X	Mack, Anton	X			
Bland, Kristen	X				McKissack, Michelle	X			
Fulton, Michael				X	Stephens, Edward				X
Holder, Janice	X				Williams, Shelia	X			
Lipinski, Martin	X								

Item:	Resolution 22-59 to approve purchase for 2023 Tahoe from Freeland Automotive								
Motion by:	McKissack				Second By:	Mack			
Member	Aye	Nay	Abstain	Absent	Member	Aye	Nay	Abstain	Absent
Blair, Angus				X	Mack, Anton	X			
Bland, Kristen	X				McKissack, Michelle	X			
Fulton, Michael				X	Stephens, Edward				X
Holder, Janice	X				Williams, Shelia	X			
Lipinski, Martin	X								

The meeting was adjourned by Chair Lipinski at 4:34 PM.

MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS

Passed
12/13/22

RESOLUTION NO. 22-60

**RESOLUTION TO APPROVE JUSTIFICATION FOR PURCHASE OF ADDITIONAL CAMERAS AND SECURITY FEATURES
TO CURRENT CONTRACT**

WHEREAS, the MATA Board of Commissioners approved an existing contract with Memphis Communications Company (MCC) through Resolution No. 21-16 on April 27, 2021, for \$325,412.16 with monthly payments of \$6,779.74 per month for 48 months; and,

WHEREAS, MATA staff determined that additional surveillance cameras and security systems were needed based on the previous Triennial Review from 2019;

WHEREAS, MATA staff wants to add the additional equipment and security system to the existing contract to include the uploading of current security software to the existing MATA server and to include video tagging, authentication, and safety verification, card readers for building and grounds access, and parameter setup to all facilities and access points at 1370 Levee Road location; and

WHEREAS, The additional items are associated with capital maintenance items as defined in 49 U.S.C. § 5307(a)(1) procured in 2021 directly from the original manufacturer or supplier of the items purchased; and, that the price of such item is not higher than the price paid from the approved contract from Resolution No 21-16; and,

WHEREAS, In 2021, MATA IT staff deems it necessary to add the additional digital camera and upgrades to the security system, as well as upgrade current equipment for safety verifications and card reader access for exterior entry to buildings and grounds; and,

WHEREAS, Memphis Communications Company (MCC) is the provider of MATA's current equipment, services, and software, firmware, and services already in place with MATA; and,

WHEREAS, MATA staff recommends that the MATA Board of Commissioners authorizes the purchase of additional cameras to the current MCC contract with \$2,586.83 added to the current monthly bill of \$6,779.74. The additional amount brings the monthly bill to \$9,366.57. The additional amount over 48 months is \$124,167.80, increasing the contract from \$325,427.50 to \$449,595.40.

WHEREAS, MATA's staff requests that Memphis Communications Company (MCC) remain the provider for installation and maintenance of the added equipment and software.

NOW, THEREFORE, BE IT RESOLVED BY MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS, That the MATA Board of Commissioners authorize the purchase of additional surveillance cameras and security systems to the existing camera system as well as add the existing software to the current server to include video tagging, authentication, and safety verification, card readers for building access, and parameter setup for all buildings and access points at 1370 Levee Road location

BE IT FURTHER RESOLVED that the MATA Board of Commissioners authorizes the purchase of additional cameras to the current MCC contract with \$2,586.83 added to the current monthly bill of \$6,779.74. The additional amount brings the monthly bill to \$9,366.57. The additional amount over 48 months is \$124,167.80, increasing the contract from \$325,427.50 to \$449,595.40.

BE IT FURTHER RESOLVED that upon Board approval, MATA staff will proceed with the necessary steps to procure the requested additional cameras and security system from MCC.

MEMO 22-60

TO: MATA Board of Commissioners

FROM: Gary Rosenfeld, Chief Executive Officer

SUBJECT: RESOLUTION TO APPROVE JUSTIFICATION FOR PURCHASE OF ADDITIONAL CAMERAS AND SECURITY FEATURES TO CURRENT CONTRACT

DATE: December 12, 2022

MATA Board of Commissioners approved Resolution 21-16 on April 27, 2021, to allow the IT department to contract noncompetitively with Memphis Communications Company (MCC) of Memphis to complete the upgrades to all MATA facilities so that MATA will have one security camera system. The MATA IT staff moved our agency from an analog to a complete digital camera security system.

MATA staff has maintained a working relationship with MCC where the staff considers the maintenance and support from the company to be exceptional and an integral part of MATA's security. It became essential for the security system camera upgrades in 2021.

To meet the additional regulatory needs based on the 2019 Triennial review, MATA staff determined that the facility, located at 1370 Levee Road, had security breach issues that included the Main Building, Maintenance Building, Claims Building, and the Service Building (including the Coin Room). The additional equipment upgrades include proxy card readers and more surveillance equipment.

MATA's monthly bill is \$6,779.74, including camera and security system and upgrades, with a 48-month contract totaling \$325,427.50. With the additional IT Security needs, the additional amount added to the monthly bill is \$2,586.83 changing the monthly total to \$9,366.57 and the contract amount to \$449,595.40.

Please let me know if there are any questions.

MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS

Passed
12/13/22

RESOLUTION NO. 22-61

RESOLUTION TO AUTHORIZE A FIVE-YEAR CONTRACT WITH nMOMENTUM FOR MAINTENANCE SUPPORT OF ITS SYSTEMS, FARE COLLECTION SYSTEMS, ONBOARD VIDEO SYSTEMS AND PEDESTRIAN DISPLAY SYSTEMS

WHEREAS, The Memphis Area Transit Authority (MATA) needs maintenance support for the ITS systems, fare collection systems, onboard video systems, and pedestrian display systems; and

WHEREAS, MATA requires the assistance of a qualified, knowledgeable equipment maintenance vendor in order to meet the needs of MATA; and

WHEREAS, MATA and nMomentum have agreed upon a five-year contract in an amount not to exceed \$3,370,299.00; and

WHEREAS, Operating funds are available; and

WHEREAS, MATA's staff recommends that the Board of Commissioners authorize MATA to approve a five-year contract with nMomentum for maintenance support for the ITS systems, fare collection systems, onboard video systems, and pedestrian display systems not to exceed \$3,370,299.00.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS That MATA is authorized to enter a five-year contract with nMomentum for maintenance support for the ITS systems, fare collection systems, onboard video systems, and pedestrian display systems not to exceed \$3,370,299.00

BE IT FURTHER RESOLVED That the Chief Executive Officer, Chief of Staff, Chairman or Vice-Chairman be authorized to execute the necessary contract.

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MEMO 22-61

TO: MATA Board of Commissioners

FROM: Gary Rosenfeld, Chief Executive Officer

SUBJECT: Maintenance Support for ITS Systems, Fare Collection Systems, On-board Video Systems and Pedestrian Display Systems

DATE: December 13, 2022

MATA needs maintenance support for the equipment related to its new ITS, communications, revenue service, and Apollo video systems. nMomentum has submitted a proposal to MATA, dated May 31, 2022, in which nMomentum proposes to work with Comserv, a local Memphis firm, to provide MATA with the best skillset and knowledge to meet the needs of MATA.

nMomentum is a technology leader in the public transit sector and familiar with the revenue service equipment and ITS systems in use at MATA. Comserv has been involved in the maintenance of MATA's ITS and communications systems for over 25 years. This maintenance support agreement will support the equipment for the fixed route buses, paratransit vehicles, trolley cars, supervisor and service vehicles, and infrastructure-related items throughout the MATA service area (bus centers and trolley stops).

There will be a one-time start-up fee of \$10,000.00. Year 1-2 has no price increase, years 3-5 have a 3% annual price increase. There is a two-year option which will include a 3% annual increase. The table below shows the annual pricing for the base period.

	One-Time	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Base	\$10,000	\$589,320	\$589,320	\$607,000	\$625,210	\$643,967	\$3,064,817
Contingency (10%)		\$58,932	\$58,932	\$60,700	\$62,521	\$64,397	\$305,482
Total	\$10,000	\$648,252	\$648,252	\$667,700	\$687,731	\$708,364	\$3,370,299

The selected vendor, nMomentum, is a certified Disadvantaged Business Enterprise (DBE) vendor. Therefore, 100 percent of the contract amount will apply to MATA's DBE goals.

MATA's Staff recommends that a contract be executed with nMomentum for five years in an amount not to exceed \$3,370,299.00.

**MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS**

**Passed
12/13/22**

RESOLUTION NO. 22-62

RESOLUTION TO ADOPT MATA HOLIDAY AND FARE SCHEDULE

WHEREAS, MATA must adjust its holiday services levels to meet changing ridership demands and balance its budget on an annual basis; and

WHEREAS, Each calendar year holiday calendar observance dates and scheduled special events may change due to various scheduling needs; and

WHEREAS, MATA intends to provide as much public notice in advance for its customers, employers, and the general public to schedule future transit trips based on the upcoming holiday calendar; and

WHEREAS, the MATA Board of Commissioners have the authority to determine public transportation service levels and to establish fares; and

WHEREAS, Adoption of the Holiday Service and Fare Schedule will supersede any prior notices or publications for all modes

NOW THEREFORE BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS, that the MATA Holiday and Fare Schedule be adopted for Calendar Year 2023 and the month of January 2024.

MATA HOLIDAY SERVICE AND FARE SCHEDULE**MATA BOARD OF COMMISSIONERS SCHEDULE**

2023 Holiday	Date	Service Level	Fare Structure	MATA Admin Offices
New Year's Day	Sunday, January 1, 2023	Sunday	Regular	Closed
New Year's Day	Monday January 2, 2023	Sunday	Regular	Closed
MLK Day	Monday, January 16, 2023	Saturday	Regular	Closed
Regular Board Meeting	Tuesday, January 24, 2023	N/A	N/A	Open
President's Day	Monday, February 20, 2023	Weekday	Regular	Closed
Regular Board Meeting	Tuesday, February 28, 2023	N/A	N/A	Open
Regular Board Meeting	Tuesday, March 28, 2023	N/A	N/A	Open
Good Friday	Friday, April 7, 2023	Weekday	Regular	Closed
APTA Get on Board Day	TBD	TBD	TBD	Open
Regular Board Meeting	Tuesday, April 25, 2023	N/A	N/A	Open
Memorial Day	Monday, May 29, 2023	Sunday	Regular	Closed
Regular Board Meeting	Tuesday, May 30, 2023	N/A	N/A	Open
Juneteenth Day	Monday, June 19, 2023	Weekday	Free Fares	Open
Regular Board Meeting	Tuesday, June 27, 2023	N/A	N/A	Open
Independence Day	Tuesday, July 4, 2023	Sunday	Regular	Closed
Regular Board Meeting	Tuesday, July 25, 2023	N/A	N/A	Open
Regular Board Meeting	Tuesday, August 29, 2023	N/A	N/A	Open
Labor Day	Monday, September 4, 2023	Sunday	Regular	Closed
Regular Board Meeting	Tuesday, September 26, 2023	N/A	N/A	Open
Columbus Day	Monday, October 9, 2023	Weekday	Regular	Closed
Regular Board Meeting	Tuesday, October 24, 2023	N/A	N/A	Open
Veteran's Day	Friday, November 10, 2023	Weekday	Free for Veterans	Closed
Regular Board Meeting	Tuesday, November 28, 2023	N/A	N/A	Open
Thanksgiving Day	Thursday, November 23, 2023	Sunday	Regular	Closed
Day after Thanksgiving	Friday, November 24, 2023	Saturday	Regular	Closed
Christmas Eve (observed)	Friday, December 22, 2023	Sunday	Regular	Closed
Christmas Day	Monday, December 25, 2023	Sunday	Regular	Closed
Regular Board Meeting	Tuesday, December 26, 2023	N/A	N/A	Open

2024 Holiday	Date	Service Level	Fare Structure	MATA Admin Offices
New Year's Day	Monday, January 1, 2024	Sunday	Regular	Closed
MLK Day	Monday, January 15, 2024	Saturday	Regular	Closed
Regular Board Meeting	Tuesday, January 23, 2024	N/A	N/A	Open

MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS

Passed
12/13/22

RESOLUTION NO. 22-63

RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION WITH THE FEDERAL TRANSIT ADMINISTRATION, AN ADMINISTRATION OF THE UNITED STATES DEPARTMENT OF TRANSPORTATION, FOR FEDERAL ASSISTANCE AUTHORIZED BY 49 U.S.C. CHAPTER 53, TITLE 23 UNITED STATES CODE AND OTHER FEDERAL STATUTES ADMINISTERED BY THE FEDERAL TRANSIT ADMINISTRATION AND THE TENNESSEE DEPARTMENT OF TRANSPORTATION

WHEREAS, The Federal Transit Administrator has been delegated authority to award Federal financial assistance for transportation projects under the Section 5307 program; and

WHEREAS, The grant for financial assistance will impose certain obligations upon the applicant, including the provision by it of the local share of project costs in the program; and

WHEREAS, The Memphis Area Transit Authority (MATA) has or will provide all annual certifications and assurances to the Federal Transit Administration required for the projects.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS:

1. That the Chief Executive Officer, ~~Assistant~~ ^{Deputy} Chief Executive Officer, Chairman or Vice-Chairman of MATA is authorized to execute and file an application for federal assistance authorized by 49 U.S.C. Chapter 53, Title 23, United States Code, or other Federal statutes authorizing a project administered by the Federal Transit Administration to aid in the financing of capital and operating assistance projects, and with the Tennessee Department of Transportation in accordance with the program of projects and budget. MATA has received authority from the City of Memphis to apply for Urbanized Area Formula Program assistance.
2. That the Chief Executive Officer, ~~Assistant~~ ^{Deputy} Chief Executive Officer, Chairman or Vice-Chairman is authorized to execute and file with its applications, the annual certifications and assurances and other documents the Federal Transit Administration requires before awarding a Federal assistance grant.
3. That the Chief Executive Officer, ~~Assistant~~ ^{Deputy} Chief Executive Officer, Chairman or Vice-Chairman is authorized to execute grant agreements on behalf of MATA.

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MEMPHIS AREA TRANSIT AUTHORITY
49 U.S.C. § 5307 FORMULA FUNDS
AND STATE OPERATING ASSISTANCE
PROGRAM OF PROJECTS AND BUDGET
FISCAL YEAR 2023

<u>PROJECT</u>	<u>FEDERAL SHARE</u>	<u>STATE SHARE</u>	<u>LOCAL SHARE</u>	<u>TOTAL SHARE</u>
1. Bus Facility Improvements	\$ 400,000	\$ 50,000	\$ 50,000	\$ 500,000
2. Computer Hardware and Software	160,000	20,000	20,000	200,000
3. Service Vehicles	160,000	20,000	20,000	200,000
4. ADA Paratransit Service	1,200,000	150,000	150,000	1,500,000
5. Preventive Maintenance	9,400,000	1,175,000	1,175,000	11,750,000
6. Advanced Public Transportation Systems	800,000	100,000	100,000	1,000,000
7. Paratransit Vehicles	800,000	100,000	100,000	1,000,000
8. Fixed-Route Buses	<u>1,200,000</u>	<u>150,000</u>	<u>150,000</u>	<u>1,500,000</u>
TOTAL CAPITAL	\$14,120,000	\$1,765,000	\$1,765,000	\$17,650,000
9. State Operating Assistance Assistance	\$ 0	\$6,848,200	\$ 0	\$ 6,848,200



TO: MATA Board of Commissioners

FROM: Gary Rosenfeld, Chief Executive Officer

SUBJECT: Descriptions for Capital Projects on Grant Resolutions

DATE: December 6, 2022

MATA applies for grants annually as funds are appropriated/allocated by FTA, TDOT and the City of Memphis. FTA requires MATA to obtain Board approval prior to submitting the grant applications. Due to FTA appropriating funds under various sections of the Federal Transit Act, MATA is required to have multiple grant resolutions.

FTA Section 5307 Formula Funds

Section 5307 Formula funds are apportioned to grantees on a formula based upon data as reported in the National Transit Database. The variables in the formula include measures such as passengers, passenger miles, revenue miles, population, and population density. The Federal funds cover 80% of the costs, and the remaining share is split between TDOT (10%) and the City of Memphis (10%).

MATA allocates Section 5307 Formula funds to FTA-eligible projects. MATA proposes the following projects using Section 5307 funds for FY23:

1. Bus Facility Improvements – This includes any projects associated with repairs or rehabilitation of MATA bus facilities. Typical projects include roof repair or replacement, HVAC or other equipment repair or replacement, security systems, repairing, repaving and restriping parking lots, painting, plumbing and electrical repairs, etc.
2. Computer Hardware and Software – This includes any hardware and software for MATA’s IT system. Typical projects include computers, monitors, printers, servers, copiers, etc. and miscellaneous software.
3. Service Vehicles - MATA plans to use these funds for the purchase of new service vehicles as needed. Some of these may replace existing service vehicles that have met their useful service life.
4. ADA Paratransit Service – FTA allows grantees to use 10% of their apportionment for operating costs associated with the provision of ADA paratransit service. MATA includes the use of these capital funds to cover operating costs associated with MATAPlus.
5. Preventive Maintenance – FTA allows grantees to use their apportionments for eligible preventive maintenance costs. MATA charges costs such as maintenance-related labor costs, fringe benefits, services, materials and supplies, utilities, etc. to preventive maintenance. Fuel and insurance costs are ineligible for this category.
6. Advanced Public Transportation Systems – MATA plans to use these funds for IT-related projects such as the new CAD/AVL system, fare collection systems, EAP/EAM systems, etc.
7. Paratransit Vehicles – MATA plans to purchase vehicles for MATAPlus and/or Ready service as needed.
8. Fixed-Route Buses – MATA plans to purchase up to two 40’ diesel buses to replace 40’ diesel buses that have met their useful service life.

State Operating Assistance

TDOT allocates funds to transit systems in the state based upon a formula basis. TDOT requires grantees to provide a match equal to the state share. MATA counts the operating assistance received from the City of Memphis as this match.

FTA Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Funds

These funds are provided on a formula basis by FTA to urbanized areas to 1) serve the special needs of transit-dependent populations beyond traditional public transportation service where public transportation is insufficient, inappropriate, or unavailable; 2) funds projects that exceed the requirements of the Americans with Disabilities Act; 3) funds projects that improve access to fixed-route service and decrease reliance on complementary paratransit service; and 4) funds projects that are alternatives to public transportation. The funds can be used for operating projects or capital projects. MATA plans to use the FY23 funds for capital projects and project administration.

MATA has been designated the recipient of the Tennessee portion of formula funds appropriated to the Memphis Urbanized Area. MATA may solicit proposals from interested parties for these funds for capital projects; however, this is not required. Once the projects have been selected for award, Staff will request the MATA Board's approval. Federal funds cover 80% of the capital costs, and the remaining share is split between TDOT (10%) and the proposer (10%). If the funds are used for MATA's capital purposes, the City of Memphis will fund the local share. Federal funds cover 100% of project administration.

FTA Section 5337 Formula State of Good Repair Funds

These funds are provided on a formula basis for fixed-guideway systems that are at least seven years old. All three lines of MATA's trolley system are seven years old, so these funds are available for eligible capital projects for MATA's entire trolley system. MATA plans to use these funds for eligible preventive maintenance costs as described under Section 5307 above as well as Rail Facility Improvements. Federal funds cover 80% of the costs, and the remaining share is split between TDOT (10%) and the City of Memphis (10%).

FTA Section 5339 Formula Bus and Bus Facilities Funds

These funds are provided on a formula basis by FTA for bus and bus facilities projects. MATA plans to use these funds for the purchase of revenue vehicles, Advanced Public Transportation Systems projects (such as the new CAD/AVL system) and various bus facility improvements. Some of the revenue vehicles will replace revenue vehicles that have met their useful service life. Federal funds cover 80% of the costs, and the remaining share is split between TDOT (10%) and the City of Memphis (10%).

FTA Section 5339 Discretionary Bus and Bus Facilities Funds

These funds have been provided by FTA to fund MATA's new Operations and Maintenance Facility, the purchase of up to 16 electric buses to replace diesel buses that have met their useful service life and the necessary charging equipment. Federal funds cover 80% of the costs, and the remaining 20% share is to be provided by the City of Memphis.

Let me know if you have questions.

Passed
12/13/22

MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS

RESOLUTION NO. 22-64

RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION WITH THE FEDERAL TRANSIT ADMINISTRATION, AN ADMINISTRATION OF THE UNITED STATES DEPARTMENT OF TRANSPORTATION, FOR FEDERAL ASSISTANCE AUTHORIZED BY 49 U.S.C. CHAPTER 53, TITLE 23 UNITED STATES CODE AND OTHER FEDERAL STATUTES ADMINISTERED BY THE FEDERAL TRANSIT ADMINISTRATION AND THE TENNESSEE DEPARTMENT OF TRANSPORTATION

WHEREAS, The Federal Transit Administrator has been delegated authority to award Federal financial assistance for transportation projects under the Section 5310 program; and

WHEREAS, The grant for financial assistance will impose certain obligations upon the applicant, including the provision by it of the local share of project costs in the program; and

WHEREAS, The Memphis Area Transit Authority (MATA) has or will provide all annual certifications and assurances to the Federal Transit Administration required for the projects.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS:

1. That the Chief Executive Officer, ~~Assistant~~ Deputy Chief Executive Officer, Chairman or Vice-Chairman of MATA is authorized to execute and file an application for federal assistance authorized by 49 U.S.C. Chapter 53, Title 23, United States Code, or other Federal statutes authorizing a project administered by the Federal Transit Administration to aid in the financing of capital projects, and with the Tennessee Department of Transportation in accordance with the program of projects and budget.
2. That the Chief Executive Officer, ~~Assistant~~ Deputy Chief Executive Officer, Chairman or Vice-Chairman is authorized to execute and file with its applications, the annual certifications and assurances and other documents the Federal Transit Administration requires before awarding a Federal assistance grant.
3. That the Chief Executive Officer, ~~Assistant~~ Deputy Chief Executive Officer, Chairman or Vice-Chairman is authorized to execute grant agreements on behalf of MATA.

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MEMPHIS AREA TRANSIT AUTHORITY
49 U.S.C. § 5310 ENHANCED MOBILITY OF SENIORS AND INDIVIDUALS
WITH DISABILITIES PROGRAM FUNDS
PROGRAM OF PROJECTS AND BUDGET
FISCAL YEAR 2023

<u>PROJECT</u>	<u>FEDERAL SHARE</u>	<u>STATE SHARE</u>	<u>LOCAL SHARE</u>	<u>TOTAL SHARE</u>
1. Capital Projects	\$800,000	\$100,000	\$100,000	\$1,000,000
2. Project Administration	<u>25,000</u>	<u>0</u>	<u>0</u>	<u>25,000</u>
Total	\$825,000	\$100,000	\$100,000	\$1,025,000

MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS

Passed
12/13/22

RESOLUTION NO. 22-65

**RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION
WITH THE FEDERAL TRANSIT ADMINISTRATION, AN ADMINISTRATION OF THE UNITED STATES DEPARTMENT OF
TRANSPORTATION, FOR
FEDERAL TRANSPORTATION ASSISTANCE AUTHORIZED BY 49 U.S.C.
CHAPTER 53, TITLE 23 UNITED STATES CODE AND OTHER FEDERAL STATUTES ADMINISTERED BY THE FEDERAL
TRANSIT ADMINISTRATION AND THE TENNESSEE DEPARTMENT OF TRANSPORTATION**

WHEREAS, The Federal Transit Administrator has been delegated authority to award Federal financial assistance for transportation projects under the Section 5337 program; and

WHEREAS, The grant for financial assistance will impose certain obligations upon the applicant, including the provision by it of the local share of project costs in the program; and

WHEREAS, The Memphis Area Transit Authority (MATA) has or will provide all annual certifications and assurances to the Federal Transit Administration required for the projects.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS:

1. That the Chief Executive Officer, ~~Assistant~~ ^{Deputy} Chief Executive Officer, Chairman or Vice-Chairman of MATA is authorized to execute and file an application for federal assistance authorized by 49 U.S.C. Chapter 53, Title 23, United States Code, or other Federal statutes authorizing a project administered by the Federal Transit Administration to aid in the financing of capital assistance projects, and with the Tennessee Department of Transportation in accordance with the program of projects and budget.
2. That the Chief Executive Officer, ~~Assistant~~ ^{Deputy} Chief Executive Officer, Chairman or Vice-Chairman is authorized to execute and file with its applications, the annual certifications and assurances and other documents the Federal Transit Administration requires before awarding a Federal assistance grant.
3. That the Chief Executive Officer, ~~Assistant~~ ^{Deputy} Chief Executive Officer, Chairman or Vice-Chairman is authorized to execute grant agreements on behalf of MATA.

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MEMPHIS AREA TRANSIT AUTHORITY
49 U.S.C. § 5337 STATE OF GOOD REPAIR FUNDS
PROGRAM OF PROJECTS AND BUDGET
FISCAL YEAR 2023

<u>PROJECT</u>	<u>FEDERAL SHARE</u>	<u>STATE SHARE</u>	<u>LOCAL SHARE</u>	<u>TOTAL SHARE</u>
1. Preventive Maintenance for Rail System	\$1,160,000	\$145,000	\$145,000	\$1,450,000
2. Rail Facility Improvements	<u>200,000</u>	<u>25,000</u>	<u>25,000</u>	<u>250,000</u>
Total	\$1,360,000	\$170,000	\$170,000	\$1,700,000

MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS

Passed
12/13/22

RESOLUTION NO. 22-66

**RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION
WITH THE FEDERAL TRANSIT ADMINISTRATION, AN ADMINISTRATION OF THE UNITED STATES DEPARTMENT OF
TRANSPORTATION, FOR
FEDERAL TRANSPORTATION ASSISTANCE AUTHORIZED BY 49 U.S.C.
CHAPTER 53, TITLE 23 UNITED STATES CODE AND OTHER FEDERAL STATUTES ADMINISTERED BY THE FEDERAL
TRANSIT ADMINISTRATION AND THE TENNESSEE DEPARTMENT OF TRANSPORTATION**

WHEREAS, The Federal Transit Administrator has been delegated authority to award Federal financial assistance for transportation projects under the Section 5339 program; and

WHEREAS, The grant for financial assistance will impose certain obligations upon the applicant, including the provision by it of the local share of project costs in the program; and

WHEREAS, The Memphis Area Transit Authority (MATA) has or will provide all annual certifications and assurances to the Federal Transit Administration required for the projects.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS:

1. That the Chief Executive Officer, ~~Assistant~~ Deputy Chief Executive Officer, Chairman or Vice-Chairman of MATA is authorized to execute and file an application for federal assistance authorized by 49 U.S.C. Chapter 53, Title 23, United States Code, or other Federal statutes authorizing a project administered by the Federal Transit Administration to aid in the financing of capital assistance projects, and with the Tennessee Department of Transportation in accordance with the program of projects and budget.
2. That the Chief Executive Officer, ~~Assistant~~ Deputy Chief Executive Officer, Chairman or Vice-Chairman is authorized to execute and file with its applications, the annual certifications and assurances and other documents the Federal Transit Administration requires before awarding a Federal assistance grant.
3. That the Chief Executive Officer, ~~Assistant~~ Deputy Chief Executive Officer, Chairman or Vice-Chairman is authorized to execute grant agreements on behalf of MATA.

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MEMPHIS AREA TRANSIT AUTHORITY
49 U.S.C. § 5339 BUS AND BUS FACILITIES FUNDS
PROGRAM OF PROJECTS AND BUDGET
FISCAL YEAR 2023

<u>PROJECT</u>	<u>FEDERAL SHARE</u>	<u>STATE SHARE</u>	<u>LOCAL SHARE</u>	<u>TOTAL SHARE</u>
1. Up to 3 Revenue Vehicles and Spare Components	\$ 1,080,000	\$135,000	\$ 135,000	\$ 1,350,000
2. Advanced Public Transportation Systems	4,000,000	500,000	500,000	5,000,000
3. Bus Facility Improvements	100,000	12,500	12,500	125,000
4. Operations & Maintenance Facility	54,000,000	0	13,500,000	67,500,000
5. Up to 16 Electric Buses & Charging Equipment	<u>22,378,905</u>	<u>0</u>	<u>5,594,727</u>	<u>27,973,632</u>
Total	\$81,558,905	\$647,500	\$19,742,227	\$101,948,632