-Revised-

Dallas Area Rapid Transit
COMMITTEE-OF-THE-WHOLE
Tuesday, November 10, 2020, 4:00 p.m. - Conference Room C
1401 Pacific Ave., Dallas, Texas 75202

Due to the COVID-19 virus and current extension of the Disaster Declaration issued by the Governor, all DART Board Meetings and Public Hearings are closed to the public. All meetings will take place by videoconference and will be available at https://www.dart.org/about/board/boardvideo.asp.

General Items:
1. Roll Call
2. Approval of Minutes: October 20, 2020
3. *Briefing on Items of Interest to DART Included on the November 12, 2020 North Central Texas Council of Governments, Regional Transportation Council Agenda
4. This item will be discussed at Board Meeting only.

Consent Items:
Administration:
5. Contract for Trapeze Software and Hardware Maintenance (Rick Stopfer/Nicole Fontayne-Bárdowell)
6. Approval of Fiscal Year 2020 Performance Evaluation for the General Counsel (Rick Stopfer/Gene Gamez)
7. Approval of Fiscal Year 2020 Performance Evaluation for the Director of Board Support (Rick Stopfer/Nancy Johnson)

Audit:
8. Approval of Fiscal Year 2020 Performance Evaluation for the Director of Internal Audit (Jonathan R. Kelly/Chris Koloc)

Individual Items:
9. + Approval of Fiscal Year 2020 Performance Evaluation for the President/Executive Director (Rick Stopfer/Gary Thomas)
10. + Approval of Potential DART State Legislative Agenda for the 87th Session of the Texas Legislature (Paul N. Wageman/Edie Diaz)
11. Approval of Ridership-Coverage Ratio for DARTzoom Bus Network Redesign (Paul N. Wageman/Tim McKay)
12. *Discussion of the President/Executive Director Retirement and Role of Interim President/Executive Director Steps Moving Forward with the President/Executive Director Vacancy (Paul N. Wageman)
DART

Agenda

Other Items:
13. This item will be discussed at Board Meeting only.
14. Identification of Future Agenda Items
15. Adjournment

*This Is A Briefing Item Only
+Same Date Action Item for Approval by the Board of Directors

The Committee-of-the-Whole may go into Closed Session under the Texas Open Meetings Act, Section 551.071, Consultation with Attorney, for any Legal issues, under Section 551.072, Deliberation Regarding Real Property for Real Estate issues, or under Section 551.074 for Personnel matters, or under section 551.076, for deliberation regarding the deployment or implementation of Security Personnel or devices, arising or regarding any item listed on this Agenda.

This facility is wheelchair accessible. For accommodations for the hearing impaired, sign interpretation is available. Please contact Community Affairs at 214-749-2543, 48 hours in advance.
AGENDA

Dallas Area Rapid Transit
6:30 P.M. BOARD OF DIRECTORS’ MEETING
Tuesday, November 10, 2020 – Conference Room C
1401 Pacific Ave., Dallas, Texas 75202

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Public comments for the Board of Directors' meeting on Tuesday, November 10, 2020 will be accepted via email at the following address: boardmeetingpubliccomments@dart.org until 6:00 p.m. on Tuesday, November 10, 2020. All comments received will be read into the public record during the Board meeting.
AGENDA
Dallas Area Rapid Transit
6:30 P.M. BOARD OF DIRECTORS’ MEETING
Tuesday, November 10, 2020 – Conference Room C
1401 Pacific Ave., Dallas, Texas 75202

General Items:
1. Roll Call
2. Approval of Minutes: October 20, 2020
3. This item will be discussed at Committee-of-the-Whole only.
4. Public Comments

Consent Items:
Administration
5. Contract for Trapeze Software and Hardware Maintenance
   (Rick Stopfer/Nicole Fontayne-Bárdowell)
6. Approval of Fiscal Year 2020 Performance Evaluation for the General Counsel (Rick Stopfer/Gene Gamez)
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8. Approval of Fiscal Year 2020 Performance Evaluation for the Director of Internal Audit (Jonathan R. Kelly/Chris Koloc)

Individual Items:
9. +Approval of Fiscal Year 2020 Performance Evaluation for the President/Executive Director (Rick Stopfer/Gary Thomas)
10. +Approval of Potential DART State Legislative Agenda Items for the 87th Texas Legislature (Paul N. Wageman/Edie Diaz)
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12. This item will be discussed at Committee-of-the-Whole only.

Other Items:
13. Public Comments
14. This item will be discussed at Committee-of-the-Whole only.
15. Adjournment
The Board of Directors may go into Closed Session under the Texas Open Meetings Act, Section 551.071, Consultation with Attorney, for any legal issues, under Section 551.072, Deliberation Regarding Real Property for real estate issues, or under Section 551.074 for Personnel matters, or under Section 551.076, for deliberation regarding deployment or implementation of Security Personnel or devices, arising or regarding any item listed on this Agenda.

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MINUTES
DALLAS AREA RAPID TRANSIT
COMMITTEE-OF-THE-WHOLE
October 20, 2020

Due to the COVID-19 virus, DART Board meeting rooms were closed to the public. All meetings took place by videoconference and are available at https://www.dart.org/about/board/boardvideo.asp.

The Dallas Area Rapid Transit Committee-of-the-Whole meeting came to order on Tuesday, October 20, 2020, at 4:55 p.m., at DART Headquarters, 1401 Pacific Avenue, Dallas, Texas, with Chair Wageman presiding.

The following Board members were present: Paul N. Wageman, Michele Wong Krause, Jonathan R. Kelly, Ray Jackson, Robert C. Dye, Mark Enoch, Doug Hrbacek, Patrick J. Kennedy, Jon-Bertrell Killen, Amanda Moreno-Lake, Eliseo Ruiz, Rodney Schlosser, Rick Stopfer, Dominique P. Torres, and Gary Slagel.

Chair Wageman stated the Committee would conduct the actions of the meeting by Roll Call vote. He then provided voting instructions prior to continuing with the agenda items.

General Items:

1. **Roll Call**
   
   Chair Wageman took Roll Call, confirming a quorum was present.

2. **Approval of Minutes:** October 6, 2020
   
   Mr. Schlosser moved for approval of the October 6, 2020, Committee-of-the-Whole Meeting Minutes, as written.

   Mr. Slagel seconded.

   Chair Wageman took a Roll Call vote, and the Minutes were approved as written.

Ms. Torres joined the meeting at 5:00 p.m.

3. **This item will be discussed at Board Meeting only.**

4. **This item will be discussed at Board Meeting only.**

5. **This item will be discussed at Board Meeting only.**

Consent Items:

Mr. Kelly moved to forward Consent Items 6 through 10.

**Customer Service, Safety and Mobility:**

6. **Exercise Contract Option for a Non-Revenue Vehicle Fuel Management System**

   Moved to forward the draft resolution to the Board of Directors, with a recommendation, stating the President/Executive Director, or his designee, is authorized to:

   Section 1: Exercise the remaining one-year option for a Non-Revenue Vehicle (NRV) Fuel Management System with WEX Bank, by assignment from Valero Marketing and Supply Company [C-2031954-02]; and
Section 2: Increase the not-to-exceed amount by $1,367,184, for a new total authorized amount not to exceed $5,439,401.

7. Increase Funding for the Purchase of Positive Train Control (PTC) Equipment for Two Remanufactured Locomotives

Moved to forward the draft resolution to the Board of Directors, with a recommendation, stating the President/Executive Director, or his designee, is authorized to increase funding for the purchase of Positive Train Control (PTC) equipment for the two locomotives being remanufactured by Progress Rail Services Group [Contract C-2027459-01] in the amount of $144,969.46 for a new total authorized amount not to exceed $5,026,669.46.

Planning and Capital Programs:

8. Exercise the First One-Year Contract Options for Asbestos Abatement and Demolition Services

Moved to forward the draft resolution to the Board of Directors, with a recommendation, stating the President/Executive Director, or his designee, is authorized to:

Section 1: Exercise a one-year contract option, subject to legal review, for asbestos abatement and demolition services to Bellphi Environmental, LLC.

Section 2: Exercise a one-year contract option, subject to legal review, for asbestos abatement and demolition services to RNDI Companies, Inc.

Section 3: Exercise a one-year contract option, subject to legal review, for asbestos abatement and demolition services to Ponce Contractors, Inc.

9. Exercise the First One-Year Contract Option for Grounds Maintenance and Vegetation Control

Moved to forward the draft resolution to the Board of Directors, with a recommendation, stating the President/Executive Director, or his designee, is authorized to exercise the first one-year contract option to extend DART's Grounds Maintenance and Vegetation Control contract services with Edens Touch Diversified, LLC, [Contract C-2034401-01] for no additional funding.

10. Modification of Existing Permanent Easement along the Trinity Railway Express (TRE) Right-of-Way between I-35W and the Trinity River in Fort Worth, Texas with the Tarrant Regional Water District (TRWD)

Moved to forward the draft resolution to the Board of Directors, with a recommendation, stating the President/Executive Director, or his designee, subject to Federal Transit Administration (FTA) approval, is authorized to execute the necessary documents as shown in Exhibit 1 to modify the existing permanent easement located along the Trinity Railway Express (TRE) right-of-way between I-35W and the Trinity River in Fort Worth, Texas with the Tarrant Regional Water District (TRWD).

Mr. Kennedy seconded.

Chair Wageman took a Roll Call vote, and the items were approved unanimously.
Individual Items:

Chair Wageman recused himself at 5:04 p.m., delegating the presiding officer’s responsibilities to Vice-Chair Wong Krause.


   Mr. Schlosser moved to forward the draft resolution to the Board of Directors, with a recommendation, stating the President/Executive Director, or his designee, is authorized to increase funding of DART’s three-year contract (C-2053719-01) with Uber Technologies, Inc. (Uber), for shared ride services to supplement GoLink service in the amount of $249,000 for a new total authorized amount not to exceed $1,629,135.

   Mr. Ruiz seconded.

   Ms. Moreno-Lake and Mr. Jackson joined the meeting at 5:06 p.m.

   Vice-Chair Wong Krause took a Roll Call vote, and the item was approved unanimously.

Chair Wageman rejoined the meeting at 5:06 p.m., resuming the presiding officer’s responsibilities.

12. **Approval of the Twenty-First Supplemental Debt Resolution for Issuance of Series 2020D Senior Lien Sales Tax Revenue Refunding Bonds**

   Mr. Schlosser moved to forward the draft resolution to the Board of Directors, with a recommendation, stating the Twenty-First Supplemental Debt Resolution, including all documents and agreements contained therein, for the issuance of Series 2020D Senior Lien Sales Tax Revenue Refunding Bonds, in substantially the form shown in Exhibit 1 to this Resolution, is approved.

   Mr. Slagel seconded.

   Chair Wageman took a Roll Call vote, and the item was approved unanimously.

13. **Approval of Twenty-Second Supplemental Debt Resolution for Issuance of Series 2020E Senior Lien Sales Tax Revenue Bonds in conjunction with a Railroad Rehabilitation and Improvement Financing (RRIF) Program Loan**

   Mr. Slagel moved to forward the draft resolution to the Board of Directors, with a recommendation, stating the Twenty-Second Supplemental Debt Resolution, including all documents and agreements contained therein, for the issuance of Series 2020E Senior Lien Sales Tax Revenue Bonds in conjunction with a Railroad Rehabilitation and Improvement Financing (RRIF) Program Loan Rate Reset, in substantially the form shown in Exhibit 1 to this Resolution, is approved.

   Mr. Stopfer seconded.

   Chair Wageman took a Roll Call vote, and the item was approved unanimously.

Chair Wageman recused himself at 5:13 p.m., delegating the presiding officer’s responsibilities to Vice-Chair Wong Krause.
14. **Approval to Pay Premium and Surplus Lines Fees for the Rail Operating Liability Insurance Policy**

Mr. Schlosser moved to forward the draft resolution to the Board of Directors, with a recommendation, stating the President/Executive Director, or his designee, is authorized to pay up to $681,174 in premium and $35,851 in surplus lines fees for a total of $717,025 for the purchase of $100 million in rail liability insurance for the period beginning November 1, 2020.

Mr. Stopfer seconded.

Vice-Chair Wong Krause took a Roll Call vote, and the item was approved unanimously.

Chair Wageman rejoined the meeting at 5:16 p.m., resuming the presiding officer’s responsibilities.

16. **Briefing on DART Response to the COVID-19 Outbreak**

Mr. Gary Thomas, President/Executive Director, briefed the Committee (slides on file with the Office of Board Support) as follows:

- DART Response to the COVID-19 Outbreak (slide 2)
- Continuing Precautions (slide 3)
- Masks and Hand Sanitizer (slide 4)
- Shuttle to Ballot Drop (slide 5)
- Weekday Shuttle Route (slide 6)
- Weekend Shuttle Route (slide 7)

Mr. Killen inquired if there were any numbers on how many employees have indicated their willingness to accept the early retirement package. Mr. Thomas responded, for the moment, approximately 350 employees have responded, however, the full number that have decided to take the package can be disclosed at the November 10th meeting.

15. **Briefing on Ridership-Coverage Ratio for DARTzoom Bus Network Redesign**

Mr. Todd Plesko, Vice President of Service Planning, stated he, and Mr. Rob Smith, Assistant Vice President of Service Planning and Scheduling, would jointly brief the Committee.

Mr. Smith briefed the Committee (slides on file with the Office of Board Support) as follows:

- Today’s Briefing (slide 2)
- Review (slide 3)
- Hybrid Approach (slide 4)
- Hybrid Approach Variations (slide 5)
- Example: 75/25 Hybrid Approach (slides 6-7)
- Example: 75/25 Hybrid Concept in Carrollton, Farmers Branch, Addison (slide 8)
- Example: 75/25 Hybrid Concept in East Dallas, Pleasant Grove (slide 9)
- Example: 75/25 Hybrid Concept in NW Dallas, Highland Park, University Park (slide 10)
- Example: 75/25 Hybrid Concept in Garland, Rowlett (slide 11)
- Example: 75/25 Hybrid Concept in Irving (slide 12)
- Example: 75/25 Hybrid Concept in W Dallas, Oak Cliff, Cockrell Hill, Glenn Heights (slide 13)
- Example: 75/25 Hybrid Concept in Plano (slide 14)
- Example: 75/25 Hybrid Concept in Richardson (slide 15)
Mr. Plesko briefed the Committee as follows:

- Network Coverage Splits with Hybrid Approach (slide 16)
- Potential Board Action (slide 17)
- Next Steps (slide 18)
- Bus Network Redesign Timeline (slide 19)

After some discussion, Mr. Kennedy recommended DART staff work with the City of Dallas staff to ensure safe crossing of Texas State Highway Loop-12 for DART passengers, and being mindful that the DART’s bus stop locations are at a very busy freeway intersection. He reiterated he wanted to make sure there was adequate pedestrian safety.

After some clarification, Mr. Killen remarked he was in agreement that the Board should discuss the ramifications with Mr. Thomas at the Board Workshop. As for now, he noted, looking at the parameters, the preview of the draft network, and given that it looks like there is a difference between 70% and 75%, he was leaning toward 75% coverage. Mr. Killen stated, for him, this provided quality access to jobs and other locations.

After discussing a few key points regarding the presentation, Chair Wageman showed a copy of a chart, regarding the impact between ridership and coverage changes on the existing system, that was provided to the City of Plano per his request. He noted the information he actually requested was how the 75% or 70% affected residents, minority residents, low income riders, and access to jobs. Chair Wageman inquired if staff had that information, were still working on it or simply did not understand his request. Mr. Smith responded, the information Chair Wageman requested is extraordinarily difficult to calculate until staff knew where the high-frequency routes will be located, because that goes into the calculations of some of the percentages. Chair Wageman stated he was wanting to know how this will affect his community and he opined City Managers will likely want to know the same information.

Ms. Torres voiced her concern, especially for pedestrians, at the DART bus stops near Loop-12. She noted her agreement with Mr. Kennedy of having DART staff discuss this with the City of Dallas staff.

Other Items:

17. **This item will be discussed at Board Meeting only.**

18. **Identification of Future Agenda Items**

There were no future agenda items identified for this committee.

19. **Adjournment**

There being no further business to discuss, the meeting was adjourned at 6:27 p.m.

Josefina Chavira, CAP
Board Committee Secretary

/*jc

+ Same Night Item
* Briefing Item
Due to the COVID-19 virus, DART Board meeting rooms were closed to the public. All meetings took place by videoconference and are available at https://www.dart.org/about/board/boardvideo.asp.

The Dallas Area Rapid Transit Board of Directors’ meeting came to order on Tuesday, October 20, 2020, at 6:30 p.m., at DART Headquarters, 1401 Pacific Avenue, Dallas, Texas, with Chair Wageman presiding.

**City of Dallas**
- Ray Jackson – Assistant Secretary
- Patrick J. Kennedy
- Jon-Bertrell Killen
- Michele Wong Krause – Vice-Chair
- Amanda Moreno-Lake
- Rodney Schlosser
- Dominique P. Torres

**City of Garland**
- Jonathan R. Kelly – Secretary

**City of Irving**
- Rick Stopfer

**City of Plano**
- Paul N. Wageman – Chair

**City of Cockrell Hill and Dallas**
- Eliseo Ruiz, III

**Cities of Carrollton and Irving**
- Doug Hrbacek

**Cities of Farmers Branch and Plano**
- Robert C. Dye

**Cities of Garland, Rowlett, and Glenn Heights**
- Mark C. Enoch

**Cities of Richardson and University Park; Towns of Addison and Highland Park**
- Gary A. Slagel
General Items:

1. Roll Call
   Chair Wageman took Roll Call, confirming a quorum was present.

2. Approval of Minutes: October 6, 2020
   Mr. Schlosser moved to approve the October 6, 2020, Board of Directors’ meeting
   Minutes, and entered into record, as written.
   Mr. Slagel seconded.
   Chair Wageman took a Roll Call vote and the Minutes were approved unanimously.

3. CAC Report
   Chair Wageman read into record an overview, provided by Mr. Charles Gillette, Chair of
   the Citizens Advisory Committee (CAC), of the CAC meetings that convened on Thursday,
   October 15, 2020, by teleconference (Copy on file with the Office of Board Support).

4. PAAG Report
   Chair Wageman read into record an overview of the Paratransit Accessibility Advisory
   Group (PAAG) meeting that convened on Friday, October 16, 2020, by teleconference
   (Copy on file with the Office of Board Support).

5. Public Comments
   Public comments for the Board of Directors’ meeting were accepted via email at the
   following address: boardmeetingpubliccomments@dart.org until 6:00 p.m. on
   Tuesday, October 20, 2020. All comments received were read into the public record
   during the Board meeting by Chair Wageman.
   Chair Wageman read into record a total of 5 Public Comments received via email
   (Copy on file with the Office of Board Support).
   Public Comments were as follows:

   Ms. Rebecca Brown:
   Ms. Brown requested DART clean up the DART Flood easement directly behind the
   DART Hampton Station parking lot and her property.

   Mr. Rick Swaim, Employee:
   Mr. Swaim wrote in reference to employee treatment during pandemic.

   Ms. Latonia Walker, Employee:
   Ms. Walker wrote in reference to the 2021 Open Enrollment process for employee
   insurance, no annual raises, and no bonuses, for employees during pandemic.

   Mr. Bryan Blanks, Employee:
   Mr. Blanks wrote in regard to his concern with the 2021 Open Enrollment process for
   employee insurance.

   Mr. Dane Cofer:
   Mr. Cofer provided a video, that could not be downloaded for viewing, in his email and
   wrote about his concern regarding the 4’ chain link fence interactions.
Chair Wageman took Roll Call, confirming a quorum was present, prior to continuing with the agenda.

Consent Items:

Mr. Schlosser moved to forward Consent Items 6 through 10.

Customer Service, Safety and Mobility:

6. Exercise Contract Option for a Non-Revenue Vehicle Fuel Management System

Moved for approval of Resolution 200110 stating the President/Executive Director, or his designee, is authorized to:

Section 1: Exercise the remaining one-year option for a Non-Revenue Vehicle (NRV) Fuel Management System with WEX Bank, by assignment from Valero Marketing and Supply Company [C-2031954-02]; and

Section 2: Increase the not-to-exceed amount by $1,367,184, for a new total authorized amount not to exceed $5,439,401.

7. Increase Funding for the Purchase of Positive Train Control (PTC) Equipment for Two Remanufactured Locomotives

Moved for approval of Resolution 200111 stating the President/Executive Director, or his designee, is authorized to increase funding for the purchase of Positive Train Control (PTC) equipment for the two locomotives being remanufactured by Progress Rail Services Group [Contract C-2027459-01] in the amount of $144,969.46 for a new total authorized amount not to exceed $5,026,669.46.

Planning and Capital Programs:

8. Exercise the First One-Year Contract Options for Asbestos Abatement and Demolition Services

Moved for approval of Resolution 200112 stating the President/Executive Director, or his designee, is authorized to:

Section 1: Exercise a one-year contract option, subject to legal review, for asbestos abatement and demolition services to Bellphi Environmental, LLC.

Section 2: Exercise a one-year contract option, subject to legal review, for asbestos abatement and demolition services to RNDI Companies, Inc.

Section 3: Exercise a one-year contract option, subject to legal review, for asbestos abatement and demolition services to Ponce Contractors, Inc.

9. Exercise the First One-Year Contract Option for Grounds Maintenance and Vegetation Control

Moved for approval of Resolution 200113 stating the President/Executive Director, or his designee, is authorized to exercise the first one-year contract option to extend DART’s Grounds Maintenance and Vegetation Control contract services with Edens Touch Diversified, LLC, [Contract C-2034401-01] for no additional funding.
10. **Modification of Existing Permanent Easement along the Trinity Railway Express (TRE) Right-of-Way between I-35W and the Trinity River in Fort Worth, Texas with the Tarrant Regional Water District (TRWD)**

Moved for approval of Resolution 200114 stating the President/Executive Director, or his designee, subject to Federal Transit Administration (FTA) approval, is authorized to execute the necessary documents as shown in Exhibit 1 to modify the existing permanent easement located along the Trinity Railway Express (TRE) right-of-way between I-35W and the Trinity River in Fort Worth, Texas with the Tarrant Regional Water District (TRWD).

Mr. Kelly seconded.

Chair Wageman took a Roll Call vote and the Consent Items were approved unanimously.

**Individual Items:**

12. **Approval of Twenty-First Supplemental Debt Resolution for Issuance of Series 2020D Senior Lien Sales Tax Revenue Refunding Bonds**

Mr. Enoch moved for approval of Resolution 20015 stating the Twenty-First Supplemental Debt Resolution, including all documents and agreements contained therein, for the issuance of Series 2020D Senior Lien Sales Tax Revenue Refunding Bonds, in substantially the form shown in Exhibit 1 to this Resolution, is approved.

Mr. Jackson seconded.

Chair Wageman took a Roll Call vote and the item was approved unanimously.

13. **Approval of Twenty-Second Supplemental Debt Resolution for Issuance of Series 2020E Senior Lien Sales Tax Revenue Bonds in conjunction with a Railroad Rehabilitation and Improvement Financing (RRIF) Program Loan**

Mr. Enoch moved for approval of Resolution 20016 stating the Twenty-Second Supplemental Debt Resolution, including all documents and agreements contained therein, for the issuance of Series 2020E Senior Lien Sales Tax Revenue Bonds in conjunction with a Railroad Rehabilitation and Improvement Financing (RRIF) Program Loan Rate Reset, in substantially the form shown in Exhibit 1 to this Resolution, is approved.

Mr. Ruiz seconded.

Chair Wageman took a Roll Call vote and the item was approved unanimously.

Chair Wageman recused himself at 6:52 p.m., delegating the presiding officer’s responsibilities to Vice-Chair Wong Krause.


Mr. Slagel moved for approval of Resolution 20017 stating the President/Executive Director or his designee, is authorized to increase funding of DART’s three-year contract (C-2053719-01) with Uber Technologies, Inc. (Uber), for shared ride services to supplement GoLink service in the amount of $249,000 for a new total authorized amount not to exceed $1,629,135.

Mr. Schlosser seconded.
Vice-Chair Wong Krause took a Roll Call vote and the item was approved unanimously.

14. **Approval to Pay Premium and Surplus Lines Fees for the Rail Operating Liability Insurance Policy**

Mr. Schlosser moved for approval of Resolution 20018 stating the President/Executive Director or his designee, is authorized to pay up to $681,174 in premium and $35,851 in surplus lines fees for a total of $717,025 for the purchase of $100 million in rail liability insurance for the period beginning November 1, 2020.

Mr. Enoch seconded.

Vice-Chair Wong Krause took a Roll Call vote and the item was approved unanimously.

Chair Wageman rejoined the meeting at 6:55 p.m., resuming the presiding officer’s responsibilities.

15. **This item will be discussed in Committee-of-the-Whole only.**

16. **This item will be discussed in Committee-of-the-Whole only.**

**Other Items:**

17. **Public Comments**

There were no additional Public Comments received via email.

18. **This item will be discussed in Committee-of-the-Whole only.**

19. **Adjournment:**

There being no further business to discuss, the meeting was adjourned at 6:56 p.m.

Josefina Chavira, CAP
Board Committee Secretary

/jc

+ Same Night Item
* Briefing Item
DATE: November 10, 2020

SUBJECT: Contract for Trapeze Software and Hardware Maintenance

RECOMMENDATION

Approval of a resolution authorizing the President/Executive Director or his designee to award a twenty-two-month contract with Trapeze Software Group, Inc., for Trapeze Software and Hardware Maintenance [Contract No. C-2053808-01] for a total authorized amount not to exceed $2,866,102.

COMMITTEE CONSIDERATIONS

• On October 20, 2020, the Administrative Committee unanimously moved to forward this item to the November 10, 2020, Committee-of-the-Whole for consideration.

FINANCIAL CONSIDERATIONS

• This contract for Trapeze software and hardware maintenance is included in the Technology and Rail Operations departments' FY 2021 operating budgets.

• Sufficient funding for this contract in the amount of $2,866,102 is included in both the Technology and Rail Operations departments' FY 2021 Operating Expense budgets and the Total Operating Expense line item of the FY 2021 Twenty-Year Financial Plan.

BUSINESS PURPOSE

• The purpose of this contract is to provide software and hardware support services for the DART operational functions of route scheduling, vehicle location tracking, customer service, mobile data terminal maintenance, and operator scheduling that provide critical services to the agency’s business units.

• Since DART’s initial procurement in 2000, Trapeze has been an integral part of the DART business landscape.

• Trapeze hardware and software maintenance and support are provided solely through Trapeze Software Group Inc. No other providers in the marketplace provide support for Trapeze hardware or software.

• Many of DART’s administrative and operational functions are supported by enterprise software applications. Technical support for these types of enterprise applications is provided through
annual software and hardware maintenance agreements. The annual maintenance fees offer software patches, upgrades, around-the-clock technical support, and hardware repair and replacement.

- DART has purchased 19 integrated transit-specific software applications from Trapeze Software Group, Inc., which provide automation for a multitude of different transportation operational activities and processes including Bus, Rail, Maintenance, Customer Service, Service Planning, and Mobility Management Services. The daily assignment, management, monitoring, and reporting of all fixed-route and mobility management services are managed via one or more of these Trapeze software solutions.

- The Trapeze TransitMaster system is an onboard management control system that provides real-time updates from each vehicle for the use by internal services management personnel and customers to include two-way data communication between vehicles and the dispatch center. TransitMaster also allows for real-time location information for the fixed-route bus fleet, real-time schedule monitoring, schedule adherence performance, and report generation for meeting both internal and external reporting requirements.

- The Board-Approved Expenditure Justification is included as Attachment 3.

**PROCUREMENT CONSIDERATIONS**

- On February 13, 2020, a sole source solicitation was sent to Trapeze Software Group, Inc. for software and hardware maintenance.

- This will be a combination of Definite Quantity/Definite Delivery and Indefinite Delivery/Indefinite Quantity, for a term of twenty-two-months with one, one-year option.

- The contract award analysis is provided as Attachment 1.

**D/M/WBE CONSIDERATIONS**

- The goal for this contract was established in March 2020 at 2% M/WBE participation.

- Trapeze Software Group, Inc., the prime contractor, has committed to meet the goal.

- The M/WBE analysis and Equal Employment Opportunity (EEO-1) information are included in Attachment 2. The prime contractor’s actual EEO-1 report is available upon request.

**LEGAL CONSIDERATIONS**

- Section 452.055 of the Texas Transportation Code authorizes DART to contract for the provision of goods and services.
Dallas Area Rapid Transit Authority

CONTRACT AWARD ANALYSIS
(Sole Source)
Contract No. C-2053808-01

Contract Information

A. Description: Trapeze Software and Maintenance

B. Contractor: Trapeze Software Group, Inc.

C. Contract Number: C-2053808-01

D. Contract Amount: Not to exceed $2,866,102

E. Contract Type: Combination Definite Quantity/Definite Delivery and Indefinite Delivery/Indefinite Quantity

F. Performance Period/Term of Contract: December 1, 2020 – September 30, 2022

G. Options Available: One, one-year option

H. Funding Source: Local

Solicitation Information

A. Determination of Responsibility
   Reference Check: Satisfactory
   Financial Responsibility Survey: Satisfactory
   Insurance Check: Yes
   Arithmetic Check: Yes
   Debarred/Suspended list: Not on the debarred/suspended list

B. Negotiation Memorandum: Available for review in the contract file.

C. Cost & Price Considerations: This is a sole source procurement. Due to proprietary rights Trapeze Software Group, Inc. is the only company that can provide the software and hardware maintenance. DART has an annual increase of 3.9%. In comparison, other agencies have seen annual increases between 5%-8% for similar maintenance contracts. Therefore, price is considered fair and reasonable.

D. Protests Received: None

E. Determinations Required: Annual Deviation for Computer Software Licensing and Maintenance Agreements and Use of Sole Source Procurement

Determination and Recommendation

Trapeze Software Group, Inc. is a responsible contractor, has the capacity to perform this contract, and is recommended for award.
Contract Award for Trapeze Software and Hardware Maintenance

M/WBE CONSIDERATIONS

The goal for this contract was established in March 2020 at 2% M/WBE participation. Trapeze Software Group, Inc., the prime contractor, has committed to meet the goal through utilization of the following certified firm:

M/WBE PARTICIPATION

<table>
<thead>
<tr>
<th>VENDOR</th>
<th>LOCATION</th>
<th>ETHNICITY</th>
<th>SERVICE</th>
<th>AMOUNT</th>
<th>PERCENTAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Knowledge Architects, LLC</td>
<td>Atlanta, GA</td>
<td>Black Female</td>
<td>Consulting Services</td>
<td>$57,322</td>
<td>2.00%</td>
</tr>
</tbody>
</table>

**TOTAL M/WBE PARTICIPATION:** $57,322 2.00%*

**NOTE:** The goal is based on the current not to exceed amount of $2,866,102. If there are any changes to this amount, the original goal shall apply.

*The percentage and dollar amount may remain level, increase or decrease depending on the circumstances.

Summary of EEO-1 Report

Trapeze Software Group, Inc., is located in Ontario, Canada and employs 241 individuals. The following is an analysis of their EEO-1 report:

<table>
<thead>
<tr>
<th></th>
<th>ASIAN</th>
<th>BLACK</th>
<th>HISPANIC</th>
<th>NATIVE AMERICAN</th>
<th>WHITE</th>
<th>TOTAL</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>MALES</strong></td>
<td>6</td>
<td>7</td>
<td>2</td>
<td>0</td>
<td>160</td>
<td>175</td>
<td>72.61%</td>
</tr>
<tr>
<td><strong>FEMALES</strong></td>
<td>5</td>
<td>3</td>
<td>3</td>
<td>0</td>
<td>55</td>
<td>66</td>
<td>27.39%</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>11</td>
<td>10</td>
<td>5</td>
<td>0</td>
<td>215</td>
<td>241</td>
<td>100%</td>
</tr>
<tr>
<td><strong>PERCENTAGE</strong></td>
<td>4.56%</td>
<td>4.15%</td>
<td>2.08%</td>
<td>0.00%</td>
<td>89.21%</td>
<td>100%</td>
<td></td>
</tr>
</tbody>
</table>
### Board-Approved Expenditure Justification
New Trapeze Maintenance Agreement Contract

<table>
<thead>
<tr>
<th>PURPOSE OF CONTRACT/AGREEMENT</th>
<th>DOLLAR AMOUNT</th>
<th>CONTRACT TERM</th>
<th>TYPE OF PROCUREMENT</th>
<th>1. Is it necessary?</th>
<th>2. Does it need to happen now?</th>
<th>3. Can it be phased?</th>
<th>4. Can we reduce the amount?</th>
</tr>
</thead>
<tbody>
<tr>
<td>This contract is for a new Maintenance agreement that covers all Trapeze applications and TransitMaster Hardware. Annual maintenance provides for software patches, upgrades, around-the-clock technical support and hardware repair and replacement.</td>
<td>NTE $2,866,102</td>
<td>Twenty-two month base with one, one-year option</td>
<td>Sole Source</td>
<td>Yes, 19 Trapeze applications are necessary to support delivery of service.</td>
<td>Yes, current contract expires on 11/30/20.</td>
<td>No, All Trapeze applications are required.</td>
<td>Yes, Procurement negotiated a twenty-two month term, with one, one-year option.</td>
</tr>
</tbody>
</table>
DRAFT

RESOLUTION

of the

DALLAS AREA RAPID TRANSIT BOARD

(Executive Committee)

Contract for Trapeze Software and Hardware Maintenance

WHEREAS, since DART’s initial procurement in 2000, Trapeze has been an integral part of the DART business landscape; and

WHEREAS, Trapeze hardware and software maintenance and support are provided solely through Trapeze Software Group Inc., and no other service providers in the marketplace provide support of Trapeze hardware or software; and

WHEREAS, many of DART’s administrative and operational functions are supported by enterprise software applications and technical support for these types of enterprise applications is provided through annual software and hardware maintenance agreements; and

WHEREAS, DART has purchased 19 integrated transit-specific software applications from Trapeze Software Group, Inc., which provide automation for a multitude of different transportation operational activities and processes, including Bus, Rail, Maintenance, Customer Service, Service Planning, and Mobility Management Services; and

WHEREAS, a sole source procurement for a twenty-two-month contract with one, one-year option was conducted in accordance with the DART Procurement Regulations; and

WHEREAS, the proposed pricing is fair and reasonable; and

WHEREAS, funding for this contract is within current Budget and FY 2021 Twenty-Year Financial Plan allocations.

NOW, THEREFORE, BE IT RESOLVED by the Dallas Area Rapid Transit Board of Directors that the President/Executive Director or his designee is authorized to award a twenty-two-month contract to Trapeze Software Group, Inc., for Trapeze Software and Hardware Maintenance for a total authorized amount not to exceed $2,866,102.
Contract for Trapeze Software and Hardware Maintenance

Prepared by:  
/s/ Nicole Fontayne-Bárdowell *
Nicole Fontayne-Bárdowell  
Executive Vice President  
Chief Administrative Officer

/s/ Gene Gamez *

Approved as to form:Gene Gamez  
General Counsel

/s/ Gary C. Thomas *

Approved by:Gary C. Thomas  
President/Executive Director

* Reviewed and approved, but not signed due to COVID-19 Coronavirus Pandemic
DATE: November 10, 2020

SUBJECT: Approval of Fiscal Year 2020 Performance Evaluation for the General Counsel

BOARD ACTION

Approval of a resolution approving the FY 2020 performance evaluation of Gene Gamez, General Counsel.

PURPOSE

• DART has consistently used a system of establishing goals and tracking performance measures to provide a focus for strategic and operational improvement, create an analytical basis for decision making, and provide focus on the priorities set by the Board.

• On April 28, 2015 (Resolution No. 150046), the Board established the following Strategic Priorities for FY 2016 – FY 2020:

  1. Continually improve service and safety experiences and perceptions for customers and the public
  2. Optimize and preserve (state of good repair) the existing transit system
  3. Optimize DART’s influence in regional transportation planning
  4. Expand DART’s transportation system to serve cities inside and outside the current service area
  5. Pursue excellence through employee engagement, development and well-being
  6. Innovate to improve levels of service, business processes and funding

• On September 17, 2019 (Resolution No. 190107), the Board approved the FY 2020 Goals and Performance Measures for the General Counsel.

• The purpose of this item is to complete the performance evaluation of Mr. Gamez for FY 2020.

LEGAL CONSIDERATIONS

Section 452.101 of the Texas Transportation Code authorizes the Board to appoint auditors and prescribe their duties, compensation and tenure.
DRAFT

RESOLUTION

of the

DALLAS AREA RAPID TRANSIT BOARD
(Executive Committee)

Approval of Fiscal Year 2020 Performance Evaluation of the General Counsel

WHEREAS, Gene Gamez, General Counsel, reports directly to the Board of Directors; and

WHEREAS, on September 17, 2019 (Resolution No. 190107), the Board approved the FY 2020 Goals and Performance Measures for Mr. Gamez; and

WHEREAS, the Board has completed its performance review of Mr. Gamez; and

WHEREAS, the FY 2021 Budget does not allow for salary increases because of the impacts of the COVID-19 pandemic.

NOW, THEREFORE, BE IT RESOLVED by the Dallas Area Rapid Transit Board of Directors that the Board finds Mr. Gamez’ job performance during FY 2020 to be [satisfactory / not satisfactory].

___________________________________
Paul N. Wageman
Chair

___________________________________
Gene Gamez
General Counsel

APPROVED AS TO FORM:

ATTEST:

___________________________________
Gary C. Thomas
President/Executive Director

Date
DATE: November 10, 2020

SUBJECT: Approval of Fiscal Year 2020 Performance Evaluation for the Director of Board Support

BOARD ACTION

Approval of a resolution approving the FY 2020 performance evaluation of Nancy K. Johnson, Director of Board Support.

PURPOSE

• DART has consistently used a system of establishing goals and tracking performance measures to provide a focus for strategic and operational improvement, create an analytical basis for decision making, and provide focus on the priorities set by the Board.

• On April 28, 2015 (Resolution No. 150046), the Board established the following Strategic Priorities for FY 2016 – FY 2020:
  1. Continually improve service and safety experiences and perceptions for customers and the public
  2. Optimize and preserve (state of good repair) the existing transit system
  3. Optimize DART’s influence in regional transportation planning
  4. Expand DART’s transportation system to serve cities inside and outside the current service area
  5. Pursue excellence through employee engagement, development and well-being
  6. Innovate to improve levels of service, business processes and funding

• On September 17, 2019 (Resolution No. 190099), the Board approved the FY 2020 Goals and Performance Measures for the Director of Board Support.

• The purpose of this item is to complete the performance evaluation of Ms. Johnson for FY 2020.

LEGAL CONSIDERATIONS

Section 452.504 of the Texas Transportation Code authorizes the Board to appoint, as necessary, members or non-members as assistant secretaries.
DRAFT

RESOLUTION

of the

DALLAS AREA RAPID TRANSIT BOARD
(Executive Committee)

Approval of Fiscal Year 2020 Performance Evaluation the Director of Board Support

WHEREAS, Nancy K. Johnson, Director of Board Support, reports directly to the Board of Directors; and

WHEREAS, on September 17, 2019 (Resolution No. 190099), the Board approved the FY 2020 Goals and Performance Measures for Ms. Johnson; and

WHEREAS, the Board has completed its performance review of Ms. Johnson; and

WHEREAS, the FY 2021 Budget does not allow for salary increases because of the impacts of the COVID-19 pandemic.

NOW, THEREFORE, BE IT RESOLVED by the Dallas Area Rapid Transit Board of Directors that the Board finds Ms. Johnson’s job performance during FY 2020 to be [satisfactory / not satisfactory].

__________________________    __________________________________________
Paul N. Wageman                      Gary C. Thomas
Chair                            President/Executive Director

__________________________    ______________________________
Jonathan R. Kelly                Date
Secretary

APPROVED AS TO FORM:  ATTEST:

__________________________    ______________________________
Gene Gamez                      Gary C. Thomas
General Counsel                  President/Executive Director

Bd Support-FY20 Perf-BD  1
Agenda Report

DATE: November 10, 2020

SUBJECT: Approval of Fiscal Year 2020 Performance Evaluation for the Director of Internal Audit

BOARD ACTION

Approval of a resolution approving the FY 2020 performance evaluation for Chris Koloc, Director of Internal Audit.

PURPOSE

• DART has consistently used a system of establishing goals and tracking performance measures to provide a focus for strategic and operational improvement, create an analytical basis for decision making, and provide focus on the priorities set by the Board.

• On April 28, 2015 (Resolution No. 150046), the Board established the following Strategic Priorities for FY 2016 – FY 2020:
  1. Continually improve service and safety experiences and perceptions for customers and the public
  2. Optimize and preserve (state of good repair) the existing transit system
  3. Optimize DART's influence in regional transportation planning
  4. Expand DART's transportation system to serve cities inside and outside the current service area
  5. Pursue excellence through employee engagement, development and well-being
  6. Innovate to improve levels of service, business processes and funding

• On September 17, 2019 (Resolution No. 190108), the Board approved the FY 2020 Goals and Performance Measures for the Director of Internal Audit.

• The purpose of this item is to complete the performance evaluation of Mr. Koloc for FY 2020.

LEGAL CONSIDERATIONS

Section 452.101 of the Texas Transportation Code authorizes the Board to appoint auditors and prescribe their duties, compensation and tenure.
RESOLUTION

of the

DALLAS AREA RAPID TRANSIT BOARD
(Executive Committee)

Approval of Fiscal Year 2020 Performance Evaluation for the Director of Internal Audit

WHEREAS, Chris Koloc, Director of Internal Audit, reports directly to the Board of Directors through the Board Audit Committee; and

WHEREAS, on September 17, 2019 (Resolution No. 190108), the Board approved the FY 2020 Goals and Performance Measures for Mr. Koloc; and

WHEREAS, the Board has completed its performance review of Mr. Koloc; and

WHEREAS, the FY 2021 Budget does not allow for salary increases because of the impacts of the COVID-19 pandemic.

NOW, THEREFORE, BE IT RESOLVED by the Dallas Area Rapid Transit Board of Directors that the Board finds Mr. Koloc’s job performance during FY 2020 to be [satisfactory / not satisfactory].

___________________________________
Paul N. Wageman
Chair

___________________________________
Jonathan R. Kelly
Secretary

APPROVED AS TO FORM: ATTEST:

___________________________________
Gene Gamez
General Counsel

___________________________________
Gary C. Thomas
President/Executive Director

___________________________________
Date
DATE: November 10, 2020

SUBJECT: Approval of Fiscal Year 2020 Performance Evaluation for the President/Executive Director

BOARD ACTION

Approval of a resolution approving the FY 2020 performance evaluation for Gary C. Thomas, President/Executive Director, in accordance with Section 5.03 of the Employment Agreement between DART and Gary C. Thomas authorized in Resolution No. 190121.

PURPOSE

• DART Board Bylaws, Article IV, Section 6, states that the Board shall appoint and prescribe the duties, tenure, and compensation of a chief executive officer who shall administer the daily operations of DART.

• On September 24, 2019 (Resolution No. 190121), the Board approved the employment agreement with the President/Executive Director, which outlines the criteria for his evaluation and compensation.

• On June 18, 2019 (Resolution No. 190069), the Board approved a resolution adopting the FY 2020 Goals and Performance Measures for the President/Executive Director. On September 17, 2019 (Resolution No. 190106), the Board approved a resolution revising the FY 2020 Goals and Performance Measures.

• The purpose of this item is to complete the performance evaluation of Mr. Thomas for FY 2020.

LEGAL CONSIDERATIONS

Section 452.101(1) of the Texas Transportation Code authorizes the Board to employ and prescribe the compensation for a chief executive officer.
DRAFT

RESOLUTION

of the

DALLAS AREA RAPID TRANSIT BOARD
(Executive Committee)

Approval of Fiscal Year 2020 Performance Evaluation for the
President/Executive Director

WHEREAS, Gary C. Thomas, President/Executive Director, reports directly to the Board of Directors; and

WHEREAS, on September 24, 2019 (Resolution No. 190121), the Board approved the employment agreement with the President/Executive Director, which outlines the criteria for his evaluation and compensation; and

WHEREAS, on June 18, 2019 (Resolution No. 190069), the Board approved a resolution adopting the FY 2020 Goals and Performance Measures for the President/Executive Director; and on September 17, 2019 (Resolution No. 190106), the Board approved a resolution revising the FY 2020 Goals and Performance Measures; and

WHEREAS, the Board has completed its assessment of achievement of the FY 2020 Board approved goals for the President/Executive Director in accordance with Mr. Thomas’s employment agreement; and

WHEREAS, the FY 2021 Budget does not allow for salary increases or bonuses because of the impacts of the COVID-19 pandemic.

NOW, THEREFORE, BE IT RESOLVED by the Dallas Area Rapid Transit Board of Directors that the Board finds Mr. Thomas has met [insert number] percent of the FY 2020 Goals and Performance Measures, but due to the impacts of COVID-19 pandemic, Mr. Thomas shall not receive the incentive compensation payment contemplated under Section 5.04 of his employment agreement.
Approval of Fiscal Year 2020 Performance Evaluation for the President/Executive Director

Jonathan R. Kelly  
Secretary

Paul N. Wageman  
Chair

APPROVED AS TO FORM:

Gene Gamez  
General Counsel

ATTEST:

Gary C. Thomas  
President/Executive Director

Date
<table>
<thead>
<tr>
<th>Line No.</th>
<th>Agency Goal</th>
<th>Performance Measure</th>
<th>Status</th>
<th>Allocation</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td>KPI - Service Quality: Improve on-time performance by mode by meeting FY 2020 KPI</td>
<td>Complete</td>
<td>1%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Bus (Target: 83%)</td>
<td>Complete</td>
<td>1%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Rail (Target: 93%)</td>
<td>Not Met</td>
<td>1%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>TRE (Target: 97%)</td>
<td>Not Met</td>
<td>1%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Streetcar (Target: 93%)</td>
<td>Complete</td>
<td>1%</td>
</tr>
<tr>
<td>2</td>
<td></td>
<td>KPI - Ridership Performance: Stabilize total agency ridership by meeting FY 2020 KPI</td>
<td>Not Achievable</td>
<td>1%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Bus (Target: 38,142,100)</td>
<td>Not Achievable</td>
<td>1%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Rail (Target: 28,873,235)</td>
<td>Not Achievable</td>
<td>1%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>TRE (Target: 2,020,176)</td>
<td>Not Achievable</td>
<td>1%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Paratransit (841,748)</td>
<td>Not Achievable</td>
<td>1%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Vanpool (645,000)</td>
<td>Not Achievable</td>
<td>1%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Streetcar (Target: 260,573)</td>
<td>Not Achievable</td>
<td>1%</td>
</tr>
<tr>
<td>3</td>
<td>1.1 Serve DART’s Customers by implementing steps that increase fixed-route ridership.</td>
<td>Complete initial Bus Service Re-envision Plan (targeting coverage versus frequency) in final format approved by Board for purposes of initiating public review and comment process by 09/30/2020 (to include: hiring of consultant, delivery and acceptance of consultant’s report, and collaborating with the Board on the development of a such strategic plan for bus route system changes based on Board guidance)</td>
<td>Complete</td>
<td>17%</td>
</tr>
<tr>
<td>4</td>
<td></td>
<td>Engage with DART customers and stakeholders on issues of shared relevance; demonstrate program activity to address 4 key areas: Mobility Poverty Housing Human trafficking</td>
<td>Complete</td>
<td>1%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Develop and integrate GoPass features to advance Mobility as a Service and Mobility on Demand by 09/30/2020: 1. Paratransit On-Demand full integration; 2. Single Payment integration; and 3. Traffic Management integration</td>
<td>Complete</td>
<td>1%</td>
</tr>
<tr>
<td>5</td>
<td></td>
<td>Demonstrate improvement in public sense of security as measured by surveys that measure customer perceptions as reported to the board by 09/30/2020</td>
<td>Not Achievable</td>
<td>1%</td>
</tr>
<tr>
<td>6</td>
<td></td>
<td>Demonstrate improvement in actual security by improving infrastructure and strategic placement of security personnel as reported to the board by 09/30/2020</td>
<td>Complete</td>
<td>5%</td>
</tr>
<tr>
<td>7</td>
<td>1.2 Serve DART’s Customers by implementing steps that improve Customer’s sense of safety and security</td>
<td>Develop and implement a compliant Public Transportation Agency Safety Plan: 1. Complete Safety Plan by 03/31/2020: and 2. Achieve full compliance with FTA Requirements by 07/20/2020</td>
<td>Complete</td>
<td>1%</td>
</tr>
<tr>
<td>8</td>
<td></td>
<td>KPI - Safety: Ensure employees embrace a high level of safety awareness to perform their daily tasks by demonstrating compliance with agency-wide training requirements</td>
<td>Complete</td>
<td>1%</td>
</tr>
<tr>
<td>9</td>
<td></td>
<td>KPI: Maintain Administrative Ratio at or below FY 2020 budget target (Target: 9.3%)</td>
<td>Complete</td>
<td>1%</td>
</tr>
<tr>
<td>10</td>
<td></td>
<td>Align organization to support Mobility as a Service vision by acting on implementation plan developed in FY 2019</td>
<td>Complete</td>
<td>4%</td>
</tr>
<tr>
<td>11</td>
<td></td>
<td>Meet Enterprise Asset Management (EAM) system implementation milestones: 1. Establish timeline for design and deployment stages; and 2. Complete Design Phase 1 for rolling stock, materials, supply chain, and linear assets by 09/30/2020</td>
<td>Complete</td>
<td>1%</td>
</tr>
</tbody>
</table>
| 14 | 1.3 Study and modify internal processes to improve efficiency without increasing administrative costs and to demonstrate effectiveness in the daily operation and administration of the agency | Meet Lawson Enterprise Resource Planning (ERP) system replacement milestones by 09/30/2020  
1. Develop system requirements; and  
2. Initiate procurement process. | Complete | 1% |
| 15 | Meet Enterprise Learning Management System (LMS) milestones by 09/30/2020 to support unified training, learning, knowledge sharing, and management and tracking:  
1. Develop learning management strategy; and  
2. Identify reporting metrics | Complete | 1% |
| 16 | Meet DART’s DBE and MWBE goals for FY 2020 (Target: 32%) | Complete | 1% |
| 17 | KPI: Service Quality:  
1. Improve mean distance between service calls for Bus over FY 2020 KPI Target (Target: 7,000 miles); and  
2. Improve mean distance between service calls for LRT over FY 2020 KPI Target (Target: 21,000) | Complete | 1% |
| 18 | With Board engagement and collaboration, (i) advance the D2 Second Alignment through 30% Project Development level of design (including demonstrated progress towards resolution of alignment, right of way, and related issues),  
(ii) make substantial progress toward funding D2, and  
(iii) complete Final Environmental Impact Statement for D2, each by 09/30/2020 | Complete | 15% |
| 19 | Cotton Belt Regional Corridor:  
1. Complete 30% of civil design for guideway and track by 01/31/2020; and  
2. Complete final design of vehicles by 09/30/2020 | Complete | 3% |
| 20 | Red and Blue Line Platform Extension project: Complete construction of 8 red line north stations by 06/30/2020 | Complete | 2% |
| 21 | Continue Development of the 2045 System Plan to incorporate the agency’s evolving business plans and strategies:  
1. Incorporate Bus Services Re-envision Plan;  
2. Provide regular briefings to the Board; and  
3. Prepare a revised draft 2045 System Plan and present it to the Board by 09/30/2020 | Complete | 15% |
| 22 | Complete an analysis of DART Headquarters building utilization and present recommendation for action to the Board by 09/30/2020 | Not Achievable | 5% |
| 23 | KPI: Improve recruitment effectiveness by improving average days to recruit (hourly and salary employees) over FY 2019 levels (FY19 Combined: 116 days) | Complete | 2% |
| 24 | KPI: Improve retention effectiveness by decreasing employee turnover over FY 2019 levels (FY19 Combined: 9.27%) | Complete | 2% |
| 25 | Implement action items necessary to improve employee engagement identified in FY 2019. | Complete | 2% |
| 26 | Demonstrate an increase in employee participation in employee survey (FY18 Participation: 35%) | Not Met | 2% |
| 27 | Review EEO Program and goals with Executive Management Team and implement changes if necessary to ensure the EEO Program is in compliance with applicable regulations. | Complete | 2% |
| 28 | Report to the Board by 07/31/20 | Not Met | 2% |
| 29 | Develop and deliver to the Board a proposed management succession plan that includes (i) identifying key positions for which a succession plan is necessary, (ii) identifying job requirements, (iii) building competencies, (iv) determining retention strategy (culture, responsibility and leadership, evaluations and progress, compensation), and (v) assessing progress. To be delivered to the Board by 06/30/20 | Complete | 6% |
| 30 | Communicate to the Board in a timely and reasonable manner during FY 2020:  
1. Track Board member’s requests for information and responses; | Complete | |
2. Notify Board members of public presentations, media reports, and particular actions known to be of interest, with such notification to be in advance to allow the opportunity to participate; Complete

3. Notify Board members of meetings with elected officials, with such notification to be in advance and to allow the opportunity to participate. Complete
DATE: November 10, 2020

SUBJECT: Approval of Potential DART State Legislature Agenda for the 87th Session of the Texas Legislature

RECOMMENDATION

Approval of a resolution adopting the State Legislative Agenda for the 87th Legislative Session as shown in Exhibit 1 to the Resolution.

FINANCIAL CONSIDERATIONS

- Approval of the items on the proposed Legislative Agenda will broaden the protection of customer electronic data, clarify the time period for emergency service changes, and streamline the service change public hearing process. These items will have no adverse impact to the financial condition of the agency.

BUSINESS PURPOSE

- On January 12, 2021, the 87th Session of the Texas Legislature will convene in Austin.
- The purpose of this item is to discuss potential issues of interest and importance to DART for possible inclusion in the agency’s state legislative agenda for the 87th Texas Legislature.
- These issues, shown in Exhibit 1 to the resolution, have been evaluated for consistency with the mission of the agency and the best interest of the public it serves.
- Issues not contained in the Legislative Agenda may be introduced and discussed during the session for which formal positions of the Board may need to be developed.
- The State Legislative Agenda may be amended as necessary to provide direction to staff on unanticipated issues introduced during the term of the Legislative Session.
- Approval of the legislative agenda will help achieve Board Strategic Priority 2: Innovate to enhance mobility options, business processes, and funding; and Strategic Priority 5: Enhance DART’s role as a recognized local, regional, and national transportation leader.

LEGAL CONSIDERATIONS

Section 452.054 of the Texas Transportation Code authorizes DART to exercise all powers necessary or convenient to carry out the purposes or provisions of the statute.
DRAFT
RESOLUTION
of the
DALLAS AREA RAPID TRANSIT BOARD
(Executive Committee)

Approval of Potential DART State Legislature Agenda for the 87th Session of the Texas Legislature

WHEREAS, the 87th Session of the Texas Legislature convenes on January 12, 2021, and will be considering issues of interest and importance to DART; and

WHEREAS, the DART Board desires to adopt a State Legislative Agenda that is consistent with the mission of the Agency and in the best interest of its customers and stakeholders; and

WHEREAS, DART’s staff, General Counsel, and Austin legislative counsel will work under the direction of the Board Chair and President/Executive Director to affirmatively pursue DART’s Legislative Agenda; and

WHEREAS, DART’s Legislative Agenda may be modified during the Session requiring formal positions of the Board to be developed and considered in the future; and

WHEREAS, approval of the items on the proposed Legislative Agenda will broaden the protection of customer electronic data, clarify the time period for emergency service changes, streamline the service change public hearing process, and seek and support legislative opportunities, if presented, to work with others to add clarifying language to the “walking quorum” prohibition passed during the 86th Legislature (S.B. 1640); and

WHEREAS, these changes to DART’s legislation will have no adverse impact to the financial condition of the agency.

NOW, THEREFORE, BE IT RESOLVED by the Dallas Area Rapid Transit Board of Directors that the President/Executive Director or his designee is authorized to work during the 87th Session of the Texas Legislature to implement DART’s State Legislative Agenda as shown in Exhibit 1 to this Resolution.
Approval of Potential DART State Legislative Agenda for the 87th Session of the Texas Legislature

Prepared by: /s/ Edie Diaz *

Edie Diaz
Vice President, Government and Community Relations

/s/ Gene Gamez *

Approved as to form: Gene Gamez
General Counsel

/s/ Gary C. Thomas *

Approved by: Gary C. Thomas
President/Executive Director

* Reviewed and approved, but not signed due to COVID-19 Coronavirus Pandemic
Potential Items for DART State Legislative Agenda
87th Texas Legislature

**Actively Pursue:**

- Amend DART’s enabling legislation, Chapter 452 of the Texas Transportation Code, to add travel time, travel date, and trip origin and destination locations (address or latitude and longitudinal data, demographic information of the person scheduling the trip) to the list of personally identifiable confidential items protected from disclosure under Chapter 552, Texas Government Code.

- Amend Chapter 452 of the Texas Transportation Code to authorize the DART Board to extend and continue an emergency service change beyond the currently authorized 180 days due to an emergency disaster declaration issued by federal, state, county or service area municipality.

- Amend Chapter 452 of the Texas Transportation Code to streamline the public hearing process to make it more efficient and less time-consuming to implement service changes by DART.

- Seek and support legislative opportunities, if presented, to amend the “walking quorum” prohibition passed during the 86th Legislature (S.B. 1640) to add clarifying language to give governmental officials clearer guidance in Chapter 551 of the Texas Government Code (Texas Open Meetings Act) on what actions are prohibited and what actions are allowed in engaging in individual communications in small groups fewer than a quorum.

**Actively Monitor:**

- Legislation filed relating to online sales tax collection, taxation of electric vehicles and any legislation impacting DART’s primary funding source, the dedicated, voter-approved one-cent transit sales tax. Also, actively monitor any legislation filed impacting DART’s business operations or possible future expansion.
Staff Recommendation

Potential Items for DART State Legislative Agenda
87th Texas Legislature

Actively Pursue:

• Amend DART’s enabling legislation, Chapter 452 of the Texas Transportation Code, to add travel time, travel date, and trip origin and destination locations (address or latitude and longitudinal data, demographic information of the person scheduling the trip) to the list of personally identifiable confidential items protected from disclosure under Chapter 552, Texas Government Code.

Work with Others to:

• Seek and support legislative opportunities, if presented, to amend the “walking quorum” prohibition passed during the 86th Legislature (S.B. 1640) to add clarifying language to give governmental officials clearer guidance in Chapter 551 of the Texas Government Code (Texas Open Meetings Act) on what actions are prohibited and what actions are allowed in engaging in individual communications in small groups fewer than a quorum.

Actively Monitor:

• Legislation filed relating to online sales tax collection, taxation of electric vehicles and any legislation impacting DART’s primary funding source, the dedicated, voter-approved one-cent transit sales tax. Also, monitor any legislation filed impacting DART’s business operations or possible future expansion.
DATE: November 10, 2020

SUBJECT: Approval of Ridership-Coverage Ratio for DARTzoom Bus Network Redesign

RECOMMENDATION

Approval of a resolution authorizing the President/Executive Director or his designee to develop a draft final bus network based upon the hybrid network concept with a ridership-coverage ratio between 75%-25% and 70%-30% and determined to maximize the most efficient approach, and based upon the FY 2020 Budget for service level resources.

FINANCIAL CONSIDERATIONS

• The redesigned bus network will be developed to be accommodated within the financial resources of future FY 2022 Budget and Twenty-year financial plan approved by the Board to support the service levels included within the FY 2020 Budget.

BUSINESS PURPOSE

• The Bus Network Redesign will assist DART in achieving Board Strategic Priority 1: Enhance the safety and service experience through customer-focused initiatives; and Strategic Priority 5: Enhance DART’s role as a recognized local, regional and national transportation leader.

• On September 24, 2019 (Resolution No. 190118), the Board approved a contract with Jarrett Walker & Associates (JWA) consulting team to assist DART in redesigning its bus network to meet the community values and objectives for the future transit system. JWA has been the premier consultant in planning new bus networks which have resulted in increased ridership during a time when ridership nationwide has been in decline.

• In January 2020, JWA consulting team and staffs from each of the service area cities and DART developed two network concepts including one evaluated as 85%-15% Ridership-Coverage without any GoLink service and another as 60%-40% Ridership-Coverage including GoLink service. DART’s existing network was determined to be 55%-45% Ridership-Coverage.

• Both concepts were evaluated relative to travel speed, access to jobs, and access to residents. They were also evaluated relative to ability to service DART’s existing bus and rail ridership. The 85%-15% network provided significantly more high frequency bus service to a larger percentage of the service area residents and jobs than the 60%-40% network. However, the 60%-40% network provided significantly more access to service area residents and jobs, albeit without as much frequency.
On August 11 and August 25, 2020, Board members expressed a preference to offer a bus network with higher frequencies as well as one which carefully considered coverage including GoLink service coverage to supplement the ridership network. Staff was directed to prepare options for September 8, 2020 consideration which evaluated the following ratios: 80%-20%, 75%-25%, 70%-30%, 65%-35%, and 60%-40%.

Each ratio has an impact on the percentage of high frequency bus routes and amount of GoLink service or coverage bus routes which can be included within the available funding. Lower ridership-coverage ratio options will increase the percentage of the population and jobs accessible to transit, but reduce the number of high frequency routes.

On September 8, 2020, the Planning & Capital Programs Committee requested an additional analysis showing potential benefits associated with the Ridership and Coverage concept networks versus the existing bus network.

The analysis draws from the Bus Network Redesign Choices Report, which was produced to document existing system performance and potential alternatives, or choices. The analysis documents the number of people who would see improved service frequency (or in some cases, reduced frequency) under each Ridership and Coverage ratio (85%-15%, 80%-20%, 75%-25%, 70%-30%, 65%-35%, 60%-40%) compared to the current network (55%-45%).

On September 22, 2020, staff presented a hybrid high ridership network which will include the expanded GoLink service and eleven (11) coverage-oriented routes. This network will provide walk distance access to 73% of all DART residents. The number of routes offering high frequency will range from 25% to 30% of all DART routes.

The final hybrid network plan will range between 75%-25% and 70%-30% ridership-coverage oriented but will retain the broad coverage equivalent to the 60%-40% ridership-coverage network.

Based upon the hybrid concept, the Board members requested that it be analyzed using the same methodology presented in the September 8, 2020 analysis of the four other ridership-coverage concepts. This includes estimating the increase in the number of residents, jobs, low-income persons and minority residents benefitting from the network compared to DART's existing network as well as the change in the number of residents without any access to transit service.

On October 6, 2020 staff presented an analysis of the hybrid concept which showed up to 30% of the routes would offer 20 minute or better frequency but would also offer coverage exceeding the current network. The concept would offer a ridership-coverage ratio close to 73%-27%.

On October 6, 2020, members requested an assessment of the impact upon coverage if staff shifted resources to higher frequency routes to assure a final ridership-coverage ratio to 75%-25%.

The hybrid concept as presented on October 6, 2020 shifted $12 million from higher frequency bus service to eleven less frequent coverage routes. To assure a final 75%-25% ratio, four of the eleven bus routes in the City of Dallas would be eliminated from the network allowing those financial resources ($4 million) to be used to improve frequency on ridership corridors.
• On October 20, 2020, staff explained the advantages of a Board authorization to staff to develop the draft final hybrid network without defining an exact percentage for ridership-coverage between 75%-25% and 70%-30%. This would allow staff to work with service area city staff to develop a draft final network for Board consideration which reflects the input of the individual city staff. It would also allow the Board members to modify the draft final plan to reflect Board concerns prior to beginning the second round of public engagement and public hearing process without being constrained to an exact ridership-coverage ratio.

• Members also requested an evaluation of the impacts upon access by residents and to jobs for the draft final hybrid network for each city before the Board is asked to approve the second round of public engagement. An evaluation by city must include a calculation of the percentage of residents with access by demographic category and access to jobs with high frequency service. Staff was also asked to present an evaluation of the GoLink service performance for each city.

• If the Board approves the hybrid concept on November 10, 2020, staff will conduct virtual meetings with JWA consulting team and staff from the 13 cities during the week of November 16, 2020 through November 20, 2020 to design the draft final network by city, street and neighborhood.

• The draft final plan will be presented to the DART Board in January 2021 and may be modified prior to the public engagement process. The next action item will be to authorize the second phase of community engagement and to call a public hearing.

• Approval of the final network plan will occur after the public hearing process during spring and summer. Based upon community and stakeholder feedback, the final plan may be modified before the final Board vote to approve the plan for implementation.

LEGAL CONSIDERATIONS

Sec. 452.056. OPERATION OF PUBLIC TRANSPORTATION SYSTEM. (a) An authority may:

(1) acquire, construct, develop, plan, own, operate, and maintain a public transportation system in the territory of the authority, including the territory of a political subdivision; and

(2) contract with a municipality, county, or other political subdivision for the authority to provide public transportation services outside the authority; and

(3) lease all or a part of the public transportation system to, or contract for the operation of all or a part of the public transportation system by, an operator.

(b) An authority, as the authority determines advisable, shall determine routes.
DRAFT
RESOLUTION
of the
DALLAS AREA RAPID TRANSIT BOARD
(Executive Committee)

Approval of Ridership-Coverage Ratio for DARTzoom Bus Network Redesign

WHEREAS, the Dallas Area Rapid Transit was created for the purpose of providing public transportation services within the boundaries of the DART Service Area; and

WHEREAS, on October 4, 2019 Board approved a contract with Jarrett Walker & Associates (JWA) consulting team to develop a new bus network which reflects the mobility needs and the values of the service area stakeholders, transit riders and the public; and

WHEREAS, in January 2020, DART and service area city staff with the assistance of JWA consulting team developed two distinct network concepts, one with an 85%-15% Ridership-Coverage ratio and the other with a 60%-40% Ridership-Coverage ratio for review by the Board, service area cities and the public; and

WHEREAS, the public, stakeholders and transit riders provided input through public comment, surveys, and video conference meetings which was shared with the Board on July 7, August 11, and August 25, 2020; and

WHEREAS, the Board requested that staff develop alternative ridership-coverage ratios for consideration in September 2020 for the draft final network which spans the range of 85%-15% to 60%-40% ridership-coverage by 5%-point intervals which include GoLink service for all options; and

WHEREAS, at the Planning & Capital Programs Committee on September 8, 2020, four options were identified for consideration including 80%-20%, 75%-25%, 70%-30% and 65%-35%; and

WHEREAS, at the Planning & Capital Programs Committee on September 22, 2020, an assessment of the impact of a possible hybrid network compared to the existing network was requested; and

WHEREAS, at the Committee-of-the-Whole meeting on October 6, 2020, there was member consensus to return for a Board briefing on October 20, 2020 providing an analysis of a hybrid network option shifting the ridership-coverage ratio as close to 75%-25% as possible; and

WHEREAS, at the Committee-of-the-Whole meeting on October 20, 2020, Board members recommended returning for Board action on November 10, 2020 to direct staff to design the draft, final network based upon the hybrid concept with a ridership-coverage ratio between 75%-25% and 70%-30% and determined to maximize the most efficient approach; and

WHEREAS, the Board has also requested that the staff design the new network scheduled for implementation in January 2022 with the resources equivalent to the miles and hours used for the FY 2020 Budget.
NOW, THEREFORE, BE IT RESOLVED by the Dallas Area Rapid Transit Board of Directors that the President/Executive Director or his designee is authorized to develop a draft final bus network based upon the hybrid network concept with a ridership-coverage ratio between 75%-25% and 70%-30% and determined to maximize the most efficient approach, and based upon the FY 2020 Budget for service level resources.
Approval of Ridership-Coverage Ratio for DARTzoom Bus Network Redesign

Prepared by: /s/ Todd Plesko *

Todd Plesko
Vice President
Planning and Development

Prepared by: /s/ Timothy H. McKay *

Timothy H. McKay
Executive Vice President
Growth/Regional Development

/s/ Gene Gamez *

Approved as to form: Gene Gamez
General Counsel

/s/ Gary C. Thomas *

Approved by: Gary C. Thomas
President/Executive Director

* Reviewed and approved, but not signed due to COVID-19 Coronavirus Pandemic