



Hillsborough Transit Authority
AGENDA
Major Projects and Legislative Committee Meeting

Committee Members

Dr. Steven Polzin, Chair
Mike Suarez, Vice Chair
Sandra Murman
Ron Govin
David Mechanik
Karen Jaroch

HART Administrative Offices
1201 E. 7th Avenue, 3rd Floor
Florida Conference Room
Tampa, Florida 33605
Monday, January 23, 2012, immediately
following FGA Committee meeting

Information not viewable is available upon request through the Clerk of the Board phone:
813-384-6552, fax: 813-384-6284, or e-mail: petitl@goHART.org

TAB

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

1. APPROVAL OF MINUTES

Minutes from the November 14, 2011, Major Projects and Legislative Committee meeting

2. COMMITTEE ACTION ITEMS

- a. **Authorize the Chief Executive Officer to Award a Contract for Construction Services for the Broadway Sidewalk Project to LAS Contracting, Corp., in the Amount of \$175,843, Plus a Contingency of \$24,157, for a Total Not-to-Exceed Amount of \$200,000**

Mary Shavalier, Director of Grants Management and Planning

Overview:

HART has been implementing sidewalks and accessibility improvements at bus stops throughout the system to enhance accessibility to the service. The work effort is undertaken through construction contracts awarded for specific projects.

Recommendation

That the Major Projects and Legislative Committee review and advance this action item to the full HART Board of Directors at the February 6, 2012 regular meeting.

- b. **Authorize the Chief Executive Officer to Award a Contract for Construction Services for the Heavy Maintenance and Preventive Maintenance Building Improvements Project Provided the Lowest Responsive Bid is Determined to be Fair and Reasonable and within the Established Project Budget, Following a Full and Open Competition, and Report the Name of the Selected Contractor and Actual Contract Amount at the February 6, 2012, Regular HART Board Meeting. (Tentative; Subject to Successful Bid)**

Mary Shavalier, Director of Grants Management and Planning

Overview:

Maintenance of buses and vans is undertaken at the 21st Avenue Heavy Maintenance and Preventive Maintenance buildings. The purpose of this project is to upgrade the heating, ventilation and lighting as well as replace two bus washes with upgraded systems that have water reclamation capabilities.

Continued...

Recommendation:

That the Major Projects and Legislative Committee review and advance this action item to the full HART Board of Directors at the February 6, 2012 regular meeting.

- c. **Authorize the Chief Executive Officer to Modify Existing Contracts for Miscellaneous Architectural and Engineering Services with Kimley-Horn & Associates, Inc., Bayside Engineering, and Robert Reid Wedding Architects to Increase the Total Cumulative Not-To-Exceed Amount from \$900,000 to \$1,000,000**
Mary Shavalier, Director of Grants Management and Planning

Overview:

HART has a number of capital projects underway to upgrade facilities and infrastructure and improve access to transit. Design work on the projects is secured through professional service contracts with architectural and engineering firms.

Recommendation:

That the Major Projects and Legislative Committee review and advance this action item to the full HART Board of Directors at the February 6, 2012 regular meeting.

- d. **Authorize the Chief Executive Officer to Execute a New Lease Agreement with the Florida Department Of Transportation for Bus Operations and Employee Parking on Former Sheriff's Morgan Street Parking Lot**
Mary Shavalier, Director of Grants Management and Planning

Overview:

HART leases property from the Florida Department of Transportation (FDOT) north of Marion Transit Center (MTC) for staff parking and bus operations. A new lease agreement is required to expand the amount of property covered under the lease to accommodate an upcoming capacity expansion of MTC to include staff and employee parking, expanded bus bays, intermodal, and *MetroRapid* use.

Recommendation:

That the Major Projects and Legislative Committee review and advance this action item to the full HART Board of Directors at the February 6, 2012 regular meeting.

ADJOURNMENT



Committee Members Present 5

Ron Govin
Karen Jaroch
David Mechanik
Sandra Murman
Mike Suarez

Committee Members Absent 1

Steven Polzin

Other Board Members Present

Wallace Bowers
Alison Hewitt

Staff Present

Sylvia Berrien
Katharine Eagan
Peggy Finley
Philip Hale
Dave Jackson
Marcia Mejia
Brenda Mowen
Lena Petit
Gisela Rivera-Rios
Jeff Seward
Mary Shavaliar
Michael Stephens
Randy Stribling

Others Present

Charles Fletcher, Gray Robinson
Ted Jackovics, The Tampa Tribune

Sign-in sheets are attached

CALL TO ORDER

The meeting was called to order by Committee Chair Ron Govin at 9:02 a.m.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

No one signed up to speak.

APPROVAL OF MINUTES

Director Murman moved and Director Jaroch seconded approval of the October 24, 2011 Major Projects and Legislative Committee meeting minutes. All Committee members present voted aye. The motion carried unanimously.

PRESENTATIONS

Federal Legislative Update

Mr. Jeff Boothe, Holland & Knight, joined the meeting via WebEx and provided a legislative update that included an overview of the status of the Super Committee, establishing funding levels for FY2012-2013; FY2012 THUD appropriations in House, Senate and Conference; surface transportation authorization; positioning post ear-marking; and 2012 grant opportunities. The full version of the presentation is available on file and can be obtained by contacting the Clerk of the Board at petitl@gohart.org.



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Director Bowers arrived at 9:11 a.m.

Director Suarez arrived at 9:12 a.m.

Director Suarez asked if having earmarks helps or hurts HART. He noted that the area does not have any congressmen on any major transportation committees.

Mr. Boothe responded that the challenges of the current situation are that it is an election year; and more money will be going to key swing states, like Florida, Georgia, and North Carolina. He said politics come to play and willingness of a member to call and tell that it is a number one priority for the area. Mr. Boothe said identifying a project or two as a Tampa region priority will speak volumes for DOT as to the value of the project. He gave an example of a successful grant application process.

Director Suarez concurred that this is election year and it will be competitive for each dollar. He asked what is the success rate of getting projects done. Director Suarez stated that it is important to make sure that projects get support, as much as possible. He asked what the best way is of using time and effort to get the projects through.

Mr. Boothe indicated that a committee affiliation of the members seems to be less important these days than the merit of the projects. He added that it is critical that the delegation weigh in, it indicates to the administration that it is important that a project gets through. Mr. Boothe said HART needs to consider its needs and priorities and then identify which program is most appropriate for HART's priorities and Holland & Knight will help HART working with DOT on grant applications.

Director Murman asked for a clear direction from Mr. Boothe about which way should HART go, is it better to submit a grant request and go through Senators and Representatives, or work harder on grants for bus replacement and Bus Rapid Transit. She noted, in her opinion, this Committee should get more involved sending letters and placing phone calls to be more successful in receiving grants.

Mr. Boothe said, in his opinion, HART's focus should be on discretionary grant opportunities. He added that bus replacement would come from the State of Good Repair program. Mr. Boothe advised that HART needs to articulate its bus replacement schedule, fleet age and make a case that HART needs to replace buses and submit a grant application, provided that HART has a local match of 20 percent. He said if HART is looking at new technology for those buses, then the TIGGER program would be a funding source. Funding of BRT could go either through the small starts program or new starts program. Mr. Boothe remarked that as Holland & Knight has a better understanding from staff about HART's needs, they would work to make suggestions and recommendations on which program represents the best opportunity of funding for those needs. Holland & Knight would work with the delegation between now and January-February to present HART's funding requests when there are discretionary opportunities.

Director Murman asked if there is any specific grant for paratransit.

Mr. Boothe said there is a grant to support call centers and a bus facility program could be used to seek for grant opportunities to buy shorter buses.



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Mr. Hale, HART Chief Executive Officer, asked if CNG buses could be funded through a TIGER grant.

Mr. Boothe explained that there is a clear preference with FTA for hybrid electric buses from the TIGGER program. He added that CNG buses could be purchased with funds from bus facility and TIGER programs. Mr. Boothe said a conversation with FTA about procurement practices to allow more use of capital leases to acquire new technology because of the incremental cost difference between the diesel bus and CNG bus.

Director Jaroch asked about the funding cuts of 30 percent for transit and was wondering how it is being addressed by Senate bills and U.S. Representative John Mica, Chairman of the House of Transportation and Infrastructure Committee. She also noted that HART Board discussed a possibility of subbing out paratransit service and was inquiring is any grants will be available for HART to help with the costs.

Mr. Boothe remarked that Director Jaroch referenced the budget for FY2012 adopted this spring. He indicated that now the House leadership walked away from this budget as it relates to highway and transit. Mr. Boothe said that we are heading towards a two year bill, and if a funding source could be identified, there will be leveled funding for FY2012 and FY2013. He noted that the funding levels will be at the current level, and the concerns existing earlier this year in regards to cuts in transit will not be seen on the authorization bill and not on FY2012 appropriations. Mr. Boothe indicated that looking beyond 2012, moneys need to be identified to supplement the Highway Trust Fund and Mass Transit Account. He said it is critically incumbent upon Congress to address it in the authorization bill and come to an agreement on funding beyond FY2012. Mr. Boothe stated that if there is no agreement on sustaining the current funding level, a 35 percent reduction in spending on highway and transit is projected in FY2012. He remarked that an extension of the bill will be dealt with in 2013, after the election. Mr. Boothe summarized that, in his opinion, there is an indication from the House and Senate leadership to go to a two year bill at current funding levels.

Mr. Boothe said that HART formula money will not change based on whether HART maintains its paratransit operation or subcontracts the service. He recommended speaking with Mr. Matt Tucker, Executive Director of North County Transit in San Diego, who has experience in saving money by contracting services out.

Director Hewitt asked if providing more flexibility to the states would mean that more money would go to the states and they would then distribute among transportation projects or would money go to the states and transit authorities would then need to compete for funding again locally.

Mr. Boothe said it is true that the bill tend to lean towards directing more money to the states, though they retain some allocation to metro areas in sub-allocation. He mentioned that there is disagreement on program structure between the House and the Senate over how the money should be sub-allocated to the metro area. Mr. Boothe stated that the House has a great preference towards states, while the Senate prefers flexibility for highway money to be used for transit, while constraining what moneys can be used for. He added that there also will be discussion on performance measures, to look at how we measure the benefits of the investments being made. Mr. Boothe indicated that what is measured will drive funding. He noted that the states would need to be put together plans and states would be motivated to make sure

they can address the needs of the region. Mr. Boothe said on the state level, HART would need to be fighting in Tallahassee on allocation of the money.

Director Mechanik left at 9:48 a.m.

Director Murman suggested that the HART Board has discussion with FDOT Secretary Don Skelton which could allow opportunity for lobbying him ahead of time on HART priorities. She remarked that, in her opinion, the HART Board needs to be very proactive, send out letters of support, make a list of needs and reach out to the people who make decisions.

Update on HART Major Projects

Director Murman left at 9:56 a.m.

Mary Shavaliar, HART Director of Grants Management and Planning, provided an overview of HART major projects. The full version of the presentation is available on file and can be obtained from the Clerk of the Board at petitl@gohart.org. The major projects overview presentation included upgrades to Marion Transit Center.

Director Hewitt asked if opportunities for partnership with vendors or developers exist as a way to generate revenue.

Ms. Shavaliar responded that the FDOT park and ride lot will enhance the Northern part of the site for bus circulation access, enhancing taxi, and looking at Grey Hound connection.

Director Suarez asked whether there will be a possibility to provide real-time schedules to customers if the transit signal priority technology fit into smart phone applications.

Ms. Shavaliar reported that this technology has to draw upon the real-time information from the buses.

Mr. Hale said staff is reviewing the infrastructure cost of installing real-time technology at each of the MetroRapid stations. He explained that HART has a system in place now, but we have difficulty operating because of software issues. Mr. Hale reported that staff is doing a cost analysis to see an impact on the operating cost to keep the system functioning. He noted that there are other more cost-effective ways to provide such information and staff is evaluating them.

Director Suarez remarked that the City of Tampa is studying options of twittering to immediately report maintenance issues.

Director Hewitt indicated that the City has a grant that has been used to conduct a transportation study that relates to ENCORE project. She asked if staff looked at the possibility for joint private partnership at the Fletcher property for revenue generation opportunities.

Ms. Shavaliar said that as HART looks at the project in the future, staff will explore opportunities for partnership.

DISCUSSION ITEM

Ms. Brenda Mowen, HART Chief Administrative Officer, reported that the HART's existing contract for federal legislative consulting service expires April 1, 2012. She noted the potential of updating procurement policies prior to procuring these services. Staff therefore contacted Holland & Knight, who are willing to extend the existing contract for an additional 60 days to allow HART to update its procurement policies in the first quarter of 2012. Ms. Mowen pointed out the other option to go forward with initiating the procurement now.

Chair Govin indicated that the Board discussed that HART's contract policies need to be updated, and in order to do so it is necessary to consider extending the existing contract for a couple of months.

Director Suarez asked the source of the methodology HART uses to measure this process. He pointed out that this particular procurement is very subtle and a group or a person evaluated for these services needs to have both connections and expertise to pursue grants and money for HART.

Ms. Mowen responded that the American Bar Association Procurement code for state local government I referenced as a standard and the State of Florida administrative code. She indicated that HART, as a recipient of federal grants, follows good procurement policies. Ms. Mowen said that this type of procurement is based on a request for qualifications, a process that first determines who is best qualified and then negotiate a price with the firm; if it is cost prohibitive, then the next best qualified offeror would be procured. She reported that during the last procurement of the federal legislative services, HART took into consideration a combination of price and technical qualifications.

Director Suarez remarked that a part of the problem is that determining the qualifications is more subtle than looking at the codes, it is a lot less technical and more "feel". He indicated that the HART Board needs to find a way to get the right legislative group to do the work for HART. Director Suarez said, in his opinion, it is important to have the Board play a role in the process. He mentioned he was not sure how to marry the two processes: fairness while choosing the right person.

Director Hewitt asked how much staff has budgeted for this service for this fiscal year.

Ms. Mowen said \$70,000 was budgeted for all legislative support services, state and federal. She said the contract awarded with the state legislative support group is \$45,000 a year, paid at a fixed monthly fee, while the current federal contract with Holland & Knight is built on time and materials.

Director Hewitt asked if the state legislative support group provided a report that reflects how they promote HART, if they will be talking with FDOT about HART's achievements and reaching out to educate about HART.

Ms. Mowen reported that the HART CEO and staff met with the state legislative group to discuss expectations on how they will represent HART. She added that HART is now in the process of registering the group as the agency's lobbyists.

Director Hewitt asked if the criteria for the selection of the group included their previous experience on obtaining funding with similar clients.



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Ms. Mowen clarified that the criteria in this procurement included whether or not they represented clients within Hillsborough delegation and demonstrated experience with transit and transportation areas. She said some funds could be reprogrammed once it is determined the final cost of the federal legislative contract.

Director Bowers noted that it would be helpful if the Board has a copy of the RFQ responses which could help to have a better understanding prior to voting.

Ms. Mowen mentioned that there is a statutory requirement for the information to be proprietary and confidential.

Director Suarez asked for clarification of the confidentiality provision for such information.

Mr. Fletcher, HART General Counsel, explained that there is a limited period of time when proposals remain confidential, but normally by the time they reach the board for a decision, this period has passed. He noted that Ms. Mowen is referring to trade secrets included into the proposals.

Ms. Mowen said that during the period of time when staff is negotiating, the State of Florida states that this information does not have to be divulged because it takes away from competitive advantage.

Mr. Fletcher stated that under the state trade secret statute there are provisions that set instances when this information needs to be kept as confidential as possible and only provided on a need-to-know basis. He indicated that if getting those proposals is important to the Board, the best way to handle it could be found, including redacting some information.

Director Suarez requested a precise clarification on legal determination on which information can be made available.

Director Jaroch pointed out that, as Mr. Boothe indicated in his powerpoint, the paradigm on the federal level is shifting to not to have earmarks, when more of the decisions will be prescribed by the grants and there will be less lobbying of officials. She said that might affect the role of federal lobbyists and should be considered while procuring the future contract.

Chair Govin stated the discussion of next steps in this procurement will be taken to the full Board for consideration.

Mr. Hale pointed out staff's intent to move forward with a two-month extension of the contract, which will allow time to move forward with policy updates that are required. He echoed the comments of the Committee Vice Chair that with earmarks being gone, a requirement for extensive federal lobbying would be downsized. Mr. Hale indicated that staff needs to be developing good information for grant applications, and requested that the Board provide direction as to the future needs of HART. He mentioned that he does not support diesel hybrids as cost effective; and that such vehicles are not efficient in the Southern environment because they require additional maintenance. Mr. Hale stated that technology for CNG is more advanced and the gas engine is proven to be very effective. He noted that he would not recommend retrofitting any fleet. Mr. Hale added that his approach would be to move forward



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with replacing the van fleet with CNG. He explained that this would allow staff to get accustomed to handling such vehicles. Mr. Hale said both capital and operational cost would be incurred while converting to such fleet, and the most effective way would be to move forward step by step.

Director Hewitt indicated that even though HART's professional staff is knowledgeable in submitting the best grant applications, and has tools that would assist in this task, much politics is involved in making sure that the HART grant applications score the highest.

Director Bowers said HART needs to use all opportunities to improve discretionary advantage of the agency.

Director Jaroch noted the rationale of eliminating earmarks was for the grant application process to be based on the merit of the program and not political personalities.

ADJOURNMENT

The meeting adjourned at 10:57 a.m.



COMMITTEE ACTION ITEM

Authorize the Chief Executive Officer to Award a Contract for Construction Services for the Broadway Sidewalk Project to LAS Contracting, Corp., in the Amount of \$175,843, Plus a Contingency of \$24,157, for a Total Not-to-Exceed Amount of \$200,000

OVERVIEW

HART has been implementing sidewalks and accessibility improvements at bus stops throughout the system to enhance accessibility to the service. The work effort is undertaken through construction contracts awarded for specific projects.

RECOMMENDATION

That the Major Projects and Legislative Committee review the action item authorizing the Chief Executive to award a contract for construction services for the Broadway Sidewalk Project to LAS Contracting, Corp., in the amount of \$175,843, plus a contingency of \$24,157, for a total not-to-exceed amount of \$200,000, and advance this item to the full HART Board of Directors.

FINANCIAL IMPACT

Funding is available through a federal New Freedom grant awarded to HART for pedestrian and bus stop accessibility improvements.

BACKGROUND

HART has an interlocal agreement with the City of Tampa (HART No. 2004-11-03, HART Resolution No. #R2004-02-07) to construct bus stop accessibility improvements in the City of Tampa. The agreement was initiated to compensate the City for transit improvements in-lieu of providing additional funding for the streetcar project.

The section of Broadway Avenue between 50th Street and 66th Street in East Tampa is served by Route 15 – Columbus. There are no sidewalks providing connections from the bus stops to the adjacent industrial development. The project would construct approximately 6,600 feet of sidewalk, install Americans with Disabilities Act (ADA) compliant landing pads at 17 bus stops, as well as a shelter pad at the intersection of Broadway Avenue and 66th Street.

PROCUREMENT CONSIDERATIONS

On November 18, 2011, an Invitation for Bids (IFB) was issued to procure these services. The solicitation was advertised in the Tampa Tribune, Florida Sentinel, La Gaceta newspapers and was posted on HART's website with direct notices sent to vendors registered to provide the services. The solicitation was accessed from HART's website by 11 firms and/or individuals. Offers were due on December 19, 2011 at 2:00 p.m.



Four (4) bids were received. They were:

Bidder	Bid Amount
LAS Contracting Corporation	\$175,843.00
The Ash Group	\$199,942.65
Design Build Engineers, Inc.	\$280,004.76
Kimmins Contracting	\$345,076.00

The lowest responsive bid was submitted by LAS Contracting Corporation of Tampa

A responsibility survey was conducted and the bidder was determined to be responsible. The bidder has recently been awarded, and successfully performed similar contracts with the City of Tampa, Sarasota County, and the City of Clearwater.

Prices were determined to be fair and reasonable and are in line with the Independent Cost Estimate.

LAS Contracting Corporation submitted the lowest, responsive bid and has demonstrated it has the capacity to perform the contract and is, therefore, determined eligible for award.

NEXT STEPS

Present the recommendation by the Major Projects and Legislative Committee to the HART Board of Directors at the February 6, 2012 regular Board meeting.

Prepared by: Mary Shavalier, Director of Grants Management and Planning

Reviewed by: Jeffrey C. Seward, Chief Financial Officer
Brenda Mowen, Chief Administrative Officer

Approved by: Philip R. Hale, Chief Executive Officer

Attachment: Proposed Resolution #R2012-02-XX

ATTACHMENT

RESOLUTION NO. #R2012-02-XX

A RESOLUTION AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO AWARD A CONTRACT FOR CONSTRUCTION SERVICES TO LAS CONTRACTING, CORP. FOR THE BROADWAY SIDEWALK PROJECT IN AN AMOUNT OF \$175,843, PLUS A \$24,157 CONTINGENCY, FOR A TOTAL NOT-TO-EXCEED AMOUNT OF \$200,000.

WHEREAS, HART has a need for construction services for the Broadway Sidewalk Project; and

WHEREAS, HART issued an Invitation for Bid IFB-9629CG in compliance with HART's procurement policies; and

WHEREAS, bids were received and evaluated in accordance with HART's procurement policies and State of Florida Statutes; and

WHEREAS, LAS Contracting, Corp. submitted the lowest responsive bid and was determined to have the capacity to perform the work; and

WHEREAS, prices offered by LAS Contracting, Corp. were determined to be fair and reasonable; and

WHEREAS, funding for these services are available through various Federal grants awarded to HART;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE HILLSBOROUGH TRANSIT AUTHORITY THAT:

Section 1. The Chief Executive Officer is authorized to award a contract to LAS Contracting, Corp., to provide construction services for the Broadway Sidewalk Project in the amount of \$175,843 plus a contingency of \$24,157 for a total not to exceed amount of \$200,000.

Section 2. Proper officers of HART are authorized to do all things necessary and required in order to implement the terms of the aforementioned contract.

Section 3. This resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE HILLSBOROUGH TRANSIT AUTHORITY ON FEBRUARY 6, 2012.

**Fran Davin, Chairperson
HART Board of Directors**

ATTEST:

**Councilmember Mike Suarez, Secretary
HART Board of Directors**



COMMITTEE ACTION ITEM

Authorize the Chief Executive Officer to Award a Contract for Construction Services for the Heavy Maintenance and Preventive Maintenance Building Improvements Project Provided the Lowest Responsive Bid is Determined to be Fair and Reasonable and within the Established Project Budget, Following a Full and Open Competition, and Report the Name of the Selected Contractor and Actual Contract Amount at the February 6, 2012, Regular HART Board Meeting. (Tentative; Subject to Successful Bid)

OVERVIEW

Maintenance of buses and vans is undertaken at the 21st Avenue Heavy Maintenance and Preventive Maintenance buildings. The purpose of this project is to upgrade the heating, ventilation and lighting as well as replace two bus washes with upgraded systems that have water reclamation capabilities.

RECOMMENDATION

That the Major Projects and Legislative Committee review the action item authorizing the Chief Executive Officer to award a contract for construction services for the Heavy Maintenance and Preventive Maintenance Building Improvements Project provided the lowest responsive bid is determined to be fair and reasonable and within the established project budget, following a full and open competition, and report the name of the selected contractor and actual contract amount at the February 6, 2012 regular HART Board of Directors meeting.

FINANCIAL IMPACT

Funding for these services is available through existing federal transit grants, including American Recovery and Reinvestment Act (ARRA) funds.

BACKGROUND

HART's 21st Avenue Heavy Maintenance and Preventive Maintenance buildings have incurred limited upgrades to essential systems over the last 25 years. The existing bus wash systems are outdated and frequently offline due to failures and repairs. The buildings do not have sufficient heating capability, which inhibits staff productivity during cold weather. The installation of radiant heaters and improved ventilation is proposed with these improvements. The interior and exterior lighting is outdated and the proposed improvements would provide energy efficient LED lighting for the buildings.

PROCUREMENT CONSIDERATIONS

On November 3, 2011 an Invitation for Bids (IFB) was issued to procure these services in accordance with HART's procurement policies. The solicitation was advertised in the Tampa Tribune, Florida Sentinel, La Gaceta newspapers and was posted on HART's website with direct notices sent to vendors registered to provide these services. The solicitation was accessed from HART's website by 102 firms and/or individuals. Offers are due on January 12, 2012 at 2:00 p.m.



NEXT STEPS

Present the recommendation by the Major Projects and Legislative Committee to the HART Board of Directors at the February 6, 2012 regular Board meeting.

Prepared by: Mary Shavalier, Director of Grants Management and Planning

Reviewed by: Jeffrey C. Seward, Chief Financial Officer
Brenda Mowen, Chief Administrative Officer

Approved by: Philip R. Hale, Chief Executive Officer

Attachment: Proposed Resolution #R2012-02-XX

ATTACHMENT

RESOLUTION #R2012-02-XX

A RESOLUTION AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO AWARD A CONTRACT FOR CONSTRUCTION SERVICES FOR THE HEAVY MAINTENANCE AND PREVENTIVE MAINTENANCE BUILDING IMPROVEMENTS TO **INSERT NAME OF CONSTRUCTION COMPANY HERE**, IN THE AMOUNT OF \$XXX,XXX PLUS A CONTINGENCY OF \$XX,XXX, FOR A TOTAL NOT-TO-EXCEED AMOUNT OF \$XXX,XXX.

WHEREAS, HART has a need for construction services for the 21st Avenue Heavy Maintenance and Preventive Maintenance building improvement projects; and

WHEREAS, final construction plans have been completed and accepted by the project's stakeholders; and

WHEREAS, HART issued an Invitation for Bids in accordance with HART's procurement policies; and

WHEREAS, **Insert contractor here** submitted the lowest responsive bid and has adequately demonstrated that they have the capacity to perform the work and are, therefore, eligible for award; and

WHEREAS, price offered by **Insert contractor here** were determined to be fair and reasonable; and

WHEREAS, funding for these services is available through existing federal transit grants, including American Recovery and Reinvestment Act (ARRA) funds;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE HILLSBOROUGH TRANSIT AUTHORITY THAT:

Section 1. The Chief Executive Officer is authorized to award a contract to **XXXXXX** for construction services for the Heavy Maintenance and Preventive Maintenance Building improvements in the amount of **\$XXX,XXX**, plus a contingency of **\$XX,XXX**, for a total not-to-exceed amount of **\$XXX,XXX**.

Section 2. Proper officers and assigned project manager of HART are authorized to do all things necessary and required in order to implement the terms of the aforementioned contract.

Section 3. This resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE HILLSBOROUGH TRANSIT AUTHORITY ON FEBRUARY 6, 2012.

ATTEST:

Fran Davin, Chairperson
HART Board of Directors

Councilmember Mike Suarez, Secretary
HART Board of Directors

COMMITTEE ACTION ITEM

Authorize the Chief Executive Officer to Modify Existing Contracts for Miscellaneous Architectural and Engineering Services with Kimley-Horn & Associates, Inc., Bayside Engineering, and Robert Reid Wedding Architects to Increase the Total Cumulative Not-To-Exceed Amount from \$900,000 to \$1,000,000

OVERVIEW

HART has a number of capital projects underway to upgrade facilities and infrastructure and improve access to transit. Design work on the projects is secured through professional service contracts with architectural and engineering firms.

RECOMMENDATION

That the Major Projects and Legislative Committee review the action item authorizing the Chief Executive Offer to modify existing contracts for miscellaneous architectural and engineering services with Kimley-Horn & Associates, Inc., Bayside Engineering, and Robert Reid Wedding Architects to increase the total cumulative not-to-exceed amount from \$900,000 to \$1,000,000 and advance this item to the full HART Board of Directors.

FINANCIAL IMPACT

Funding for these services is available through various grants and local funding sources.

BACKGROUND

On September 28, 2009, under Resolution No. #R2009-09-33, the Board authorized contracts for miscellaneous architectural and engineering services to the firms of Kimley-Horn & Associates, Inc., Bayside Engineering, and Robert Reid Wedding Architects in a cumulative not-to-exceed amount of \$500,000.

On September 27, 2010, the not-to-exceed amount for the contracts was increased to \$900,000 (Resolution No. #R2010-09-31).

To date, \$802,638.97 in task orders have been issued under the three contracts for several projects, including the 21st Avenue facility improvements, bus stop accessibility and shelter program and Marion Transit Center renovations.

Upcoming projects that will require architectural and engineering services include:

- Bus Stop Accessibility and Shelter Program
- 21st Ave. Heavy Maintenance Facility Emergency Generator Design
- Ybor Station 3rd Floor Build-Out

An increase in the cumulative not-to-exceed amount of the three contracts by \$100,000 will enable the design work to be undertaken. Funding for the services is included in grant funding program for the projects.



NEXT STEPS

Present the recommendation by the Major Projects and Legislative Committee to the HART Board of Directors at the February 6, 2012 regular Board meeting.

Prepared by: Mary Shavalier, Director of Grants Management and Planning

Reviewed by: Jeffrey C. Seward, Chief Financial Officer
Brenda Mowen, Chief Administrative Officer

Approved by: Philip R. Hale, Chief Executive Officer

Attachment: Proposed Resolution #R2012-02-XX

ATTACHMENT

RESOLUTION NO. #R2012-02-XX

A RESOLUTION AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO MODIFY EXISTING CONTRACTS FOR MISCELLANEOUS ARCHITECTURAL AND ENGINEERING SERVICES WITH KIMLEY-HORN & ASSOCIATES, INC., BAYSIDE ENGINEERING, AND ROBERT REID WEDDING ARCHITECTS TO INCREASE THE TOTAL CUMULATIVE NOT-TO-EXCEED AMOUNT FROM \$900,000 TO \$1,000,000

WHEREAS, HART requires architectural and engineering design services, including civil engineering, structural and architectural disciplines; and

WHEREAS, HART's capital improvements and capital maintenance programs call for new transit infrastructure and renovation and upgrades to existing properties and facilities; and

WHEREAS, the firms named above are currently under contract with HART; and

WHEREAS, the firms named above have demonstrated capacity to perform the work; and

WHEREAS, federal and local funding is available for this project;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE HILLSBOROUGH TRANSIT AUTHORITY THAT:

Section 1. The Chief Executive Officer is authorized to modify contracts for miscellaneous architectural and engineering services contracts with Kimley-Horn & Associates, Inc., Bayside Engineering, and Robert Reid Wedding Architects to increase the total cumulative not-to-exceed amount from \$900,000 to \$1,000,000.

Section 2. Proper officers of the Hillsborough Transit Authority are authorized to do all things necessary and required in order to implement the terms of the aforementioned contract.

Section 3. This resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE HILLSBOROUGH TRANSIT AUTHORITY ON FEBRUARY 6, 2012.

ATTEST:

**Fran Davin, Chairperson
HART Board of Directors**

**Councilmember Mike Suarez, Secretary
HART Board of Directors**



COMMITTEE ACTION ITEM

Authorize the Chief Executive Officer to Execute a New Lease Agreement with the Florida Department Of Transportation for Bus Operations and Employee Parking on Former Sheriff's Morgan Street Parking Lot

OVERVIEW

HART leases property from the Florida Department of Transportation (FDOT) north of Marion Transit Center (MTC) for staff parking and bus operations. A new lease agreement is required to expand the amount of property covered under the lease to accommodate an upcoming capacity expansion of MTC to include staff and employee parking, expanded bus bays, intermodal and *MetroRapid* use.

RECOMMENDATION

That the Major Projects and Legislative Committee review the action item authorizing the Chief Executive Officer to execute a new lease agreement with the Florida Department of Transportation for bus operations and employee parking on former Sheriff's Morgan Street parking lot and advance this item to the full HART Board of Directors.

FINANCIAL IMPACT

The proposed lease agreement would be for a nominal sum of \$1.00 per year.

BACKGROUND

In 2008, HART entered into a lease (Resolution No. #R2008-11-44) with FDOT for the southern portion of the property previously used for the Morgan Street Jail parking lot. The land is currently used for staff parking and bus operations.

At the December 5, 2011 HART regular Board meeting, the Board approved the reallocation of State funding to improvements aimed at expanding capacity at MTC. The improvements, which include concrete drive aisles and bus bays, a covered walkway connection to the main terminal and expanded staff parking, would require use of the complete FDOT owned property (Attachment II).

Staff has coordinated with FDOT to secure a lease for the property. The proposed term of the lease will be a minimum of twenty (20) years, with two (2) additional five (5) year options. HART would be responsible for maintenance of the property and improvements.

NEXT STEPS

Present the recommendation by the Major Projects and Legislative Committee to the full HART Board at the February 6, 2012 regular Board meeting.

Prepared by: Mary Shavalier, Director of Grants Management and Planning

Reviewed by: Jeffrey C. Seward, Chief Financial Officer
Michael Stephens, Director of HR, Risk and Legal Services

Approved by: Philip R. Hale, Chief Executive Officer

Attachment:

- I. Proposed Resolution #R2012-02-XX
- II. Aerial FDOT Property

RESOLUTION NO. #R2012-02-XX

A RESOLUTION AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO EXECUTE A LEASE WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION FOR BUS OPERATIONS AND EMPLOYEE PARKING ON FORMER SHERIFF'S MORGAN STREET PARKING LOT

WHEREAS, HART requires additional land area for continued use and incorporation of the *MetroRapid* Station for bus bay stop areas, other multi-modal features, and parking to support the future operations of the Marion Transit Center; and

WHEREAS, HART had entered into a lease, Agreement A108768, with the Florida Department of Transportation with an initial term that ended June 1, 2011; and

WHEREAS, HART and the Florida Department of Transportation will need to enter into a new separate and direct lease agreement for continued use of the bus bay stop areas to support the operations of the Marion Transit Center, to include staff and employee parking, expanded bus bays, intermodal and *MetroRapid* use; and

WHEREAS, HART will enter into a new twenty (20) year, with two optional five (5) year lease agreement with the Florida Department of Transportation with an initial term that ends June 1, 2042, if both options are exercised; and

WHEREAS, the Florida Department of Transportation is willing to enter into a new direct lease agreement with funding costs of \$1 annually;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE HILLSBOROUGH TRANSIT AUTHORITY THAT:

Section 1. The Board of Director authorizes the Chief Executive Officer to execute any and all needed documents for the direct lease with FDOT of all parcels located at 1301 Morgan Street to support HART operations north of the Marion Transit Center, to include staff and employee parking, expanded bus bays, intermodal and *MetroRapid* use and future improvements to maintain a multi-modal status.

Section 2. Proper officers of HART are authorized to do all things necessary and required in order to execute the aforementioned lease.

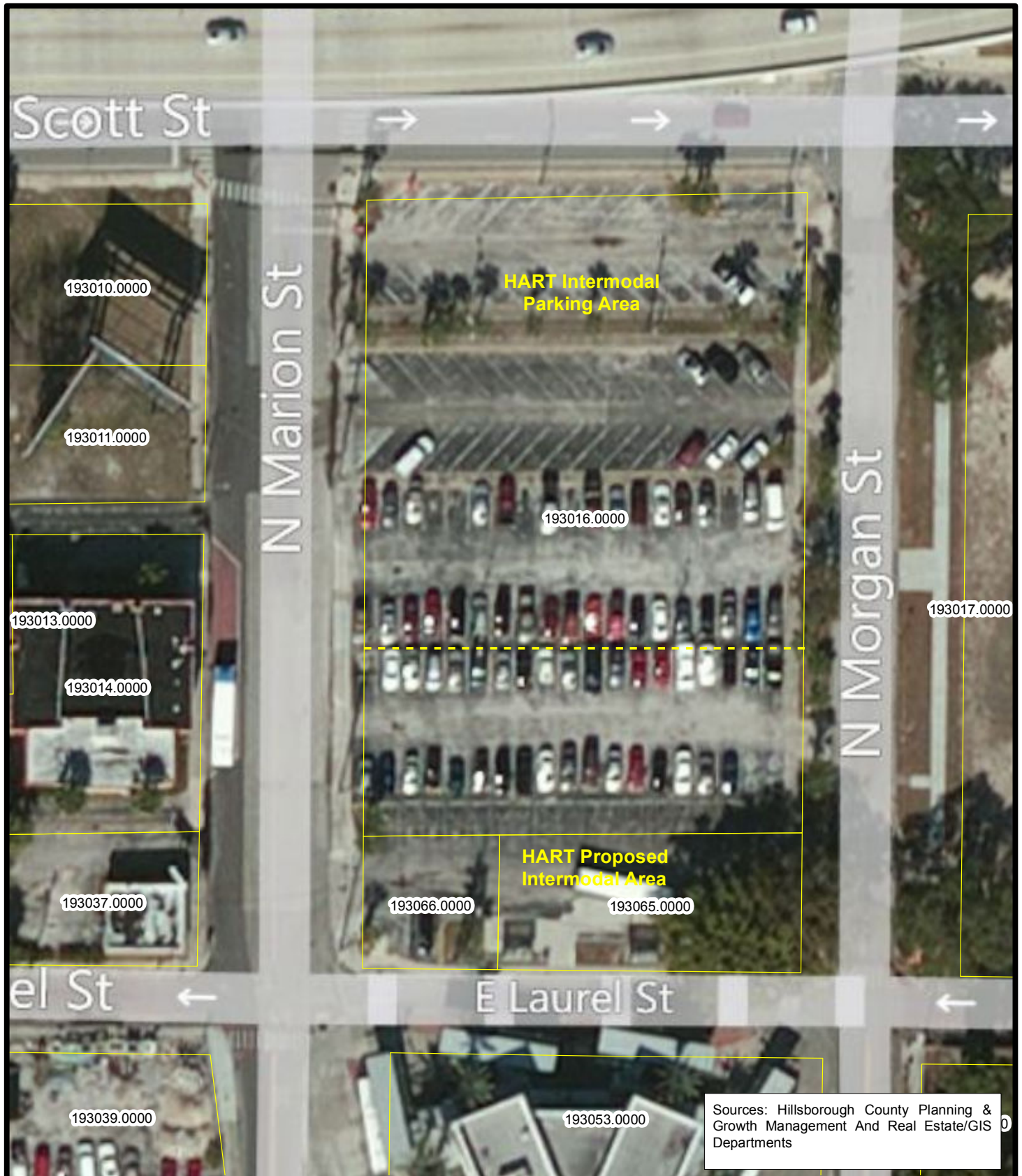
Section 3. This resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE HILLSBOROUGH TRANSIT AUTHORITY ON FEBRUARY 6, 2012.

ATTEST:


**Fran Davin, Chairperson
HART Board of Directors**

**Councilmember Mike Suarez, Secretary
HART Board of Directors**



**MTC North Lot
MetroRapid and Intermodal
Buildout**

N



0 25 50 Feet

Attachment II



Hillsborough Area Regional Transit Authority