



REGULAR MEETING OF THE BOARD OF DIRECTORS

Wednesday, February 3, 2021

12 Noon

AGENDA

<https://global.gotomeeting.com/join/263264909>

United States: [+1 \(224\) 501-3412](tel:+12245013412)

Access Code: 263-264-909

- I. **Call to Order- Chair Smith**
- II. **Roll Call & Establishment of Quorum**
BJCTA Board Members: Darryl Cunningham; Willie Davis, III; Donald Harwell; LeDon Jones; Johnnye P. Lassiter; Sam Parker; Kevin Powe; Martin Weinberg; Theodore "Ted" Smith
- III. **Invocation**
- IV. **Pledge of Allegiance**
- V. **Adoption of the Agenda**
- VI. **Adoption of Minutes**
 - A. Regular Meeting of the Board – January 6, 2021
- VII. **Public Comment***
- VIII. **Chairman's Report**
- IX. **Transit Citizens Advisory Board (TCAB) Update**
- X. **Birmingham Xpress (BRT) Update – Charlotte Shaw**
- XI. **Executive Director's Report**
 - A. **Comprehensive Operation Analysis – TMD, Inc.**
- XII. **Consent Calendar**
 - A. **Resolution 2021-12 Customer and Community Satisfaction Survey; 1) Customer and Community Satisfaction Survey 2) Strategic Planning 3) Performance Measurement and Benchmarking (Key Performance Indicators)-** Authorization for the Executive Director to enter into a Task Order agreement with **TransPro**. The firm will provide the following services: 1) Customer and Community Satisfaction Survey 2) Strategic Planning 3) Performance Measurement and Benchmarking (Key Performance Indicators) on a task order basis. The required local match of \$10,000 will be provided by the City of Birmingham. The remainder of this task will be funded by a Section 5307 Grant allocating \$197,433.00. The proposed total cost of this task order will not exceed \$207,433.00.

*Speaker must have read and signed acknowledgement of rules governing Public Comment

- B. Resolution 2021-13 Fuel Management System** - Authorization for the Executive Director to procure a Fuel Management System from **SynTech Systems Inc.** This system allows data collection mileage, fuel & engine monitoring to be generated electronically by wireless data-capturing versus manually. This system will also include installation, additional equipment, training and licensing. The total cost of the system including future funds to cover Fleetnet and new ERP development for connectivity for a 3-year period is **\$334,864.00**. This will also include two 1-year renewal options.
- C. Resolution 2021-14 Low Sulfur #2 Diesel & Regular #87 Octane Unleaded Fuel** - Authorization for the Executive Director to exercise the first of three 1-year renewal options for Petroleum Traders Inc to provide Low Sulfur #2 Diesel & Regular #87 Octane Unleaded Fuel to BJCTA for revenue and non-revenue fleet. The estimated usage for 2021 is \$30,000.00.
- D. Resolution 2021-15 Apollo Camera Retrofit Phase II System** - Authorization for the Executive Director to utilize **Apollo Video Technology** to provide and retrofit a Mobile Video Surveillance System (MVSS) on the remaining 41 Paratransit and Fixed Route buses. The cost of the MVSS system will not exceed **\$226,136.80**.
- E. Resolution 2021-16 Temporary Staffing** - Authorization for the Executive Director/CEO to utilize Robert Half Staffing Agency (Accountemps) to provide temporary accounting services in the Finance Department until vacancies are filled in the positions of the Senior Accountant and the Staff Accountant. The cost of the temporary accounting services will not exceed \$65,000.

- XIII. Resolutions for Consideration and Approval - None**
- XIV. Old Business**
- XV. New Business**
 - A. Executive Director Goals for 2021**
- XVI. Adjournment**

Upcoming Activities

February 2021

February 17, 2021 BJCTA Board Committee Meetings beginning at 9 AM

March 2021

March 3, 2021 Regular Meeting of the BJCTA Board of Directors at 12 NOON
 March 17, 2021 BJCTA Board Committee Meetings beginning at 9 AM

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BIRMINGHAM-JEFFERSON COUNTY TRANSIT AUTHORITY

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