



Meeting of the Operations and Oversight Committee

Thursday, November 3, 2016 • 10:00 a.m.
2nd Floor Board Room • 509 E. 18th Street, Norfolk, VA

A meeting of the Operations and Oversight Committee will be held on Thursday, November 3, 2016 at 10:00 a.m. in the 2nd Floor Board Room at 509 E. 18th Street, Norfolk, VA.

The agenda and supporting materials are included in this package for your review.



Meeting of the Operations and Oversight Committee

Thursday, November 3, 2016 • 10:00 a.m.
2nd Floor Board Room • 509 E. 18th Street, Norfolk, VA

AGENDA

1. Approval of the October Operations and Oversight Committee Meeting Minutes
2. Procurement Recommendations to the Committee:
 - a. Request for approval of Contract 16-73949, FX2 Compellent Project
3. Operations Update
4. Old and New Business
5. Next Meeting-December 1, 2016 due to the upcoming holiday.
6. Adjournment

The next Operations & Oversight Committee Meeting will be held on Thursday, December 1, 2016 at 10:00 a.m. in the 2nd Floor Board room at 509 E. 18th Street, Norfolk, VA



Meeting of the Operations and Oversight Committee

Thursday, September 8, 2016 • 10:00 a.m.
2nd Floor Board Room • 509 E. 18th Street, Norfolk, VA

MEETING MINUTES

Call to order

A quorum was attained and Commissioner Moffett of Hampton called the meeting to order at 10:03 a.m.

Commissioners in attendance:

Commissioner Moffett, Hampton
Commissioner Fuller, Chesapeake
Commissioner Parnell, Norfolk
Commissioner Hennessee, VADRPT
Commissioner Wood, Virginia Beach

Hampton Roads Transit Staff in attendance:

Ray Amoruso, Chief of Planning and Development
Amy Braziel, Executive Assistant
Alesia Cain, Chief Information Technology Officer
Gene Cavasos, Director of Marketing & Communications
Kamlesh Chowdhary, Technology Project Manager
Aileen Curtin, Administrative Coordinator
Scott Demharter, Director of Facilities
Margaret Denoncourt, Internal Auditor
Joe Dillard, Government Relations Liaison
William Harrell, President and CEO
Tom Holden, Media Relations Specialist
Sonya Luther, Assistant Director of Procurement
Sibyl Pappas, Chief Environmental & Facilities Officer
Michael Perez, Director of Rolling Stock
Jim Price, Chief of Transit Operations
Luis Ramos, Executive Assistant
Dyanne Sampson, Director of Procurement
Benjamin Simms, Director of Bus and Rail Transportation
Brandon Singleton, Chief Finance Officer
Velvet Smiley, Interim Chief Safety and Security Officer
Brian Smith, Assistant to the President

Mark Stemple, Director of Technical Services
Robert Travers, Counsel
Maryann Martin, Administrative Coordinator

The October Operations and Oversight meeting package was distributed electronically to committee members and the media in advance of the meeting. The meeting package consisted of:

- Agenda
- Minutes from the October Meeting
- Procurement Items for Approval

Approval of the September 2016 Minutes

A motion to approve the September 2016 Operations & Oversight Committee meeting minutes was made by Commissioner Parnell and properly seconded by Commissioner Fuller.

The September 2016 Minutes were approved by a unanimous vote.

Request for approval of Purchase Order 73939, HASTUS Maintenance and Support Services

Ms. Dyanne Sampson presented Purchase Order 73939, HASTUS Maintenance and Support Services.

A motion to approve Purchase Order 73939, HASTUS Maintenance and Support Services was made by Commissioner Fuller and properly seconded by Commissioner Parnell.

Purchase Order 73939 was approved by a unanimous vote.

Request for approval of Contract 16-73934, General Environmental Services

Ms. Dyanne Sampson presented Contract 16-73934, General Environmental Services.

There was some discussion regarding existing contracts, additional costs that may be incurred and the history of additional service use.

There was some discussion regarding the number of bidders compared to the last time a Request for Proposal was put out to the public.

A motion to approve Contract 16-73934, General Environmental Services was made by Commissioner Hennessee and properly seconded by Commissioner Parnell.

Purchase Order 73939 was approved by a unanimous vote.

Operations Update

Mr. Jim Price provided updates regarding the recent storm and the affects it had on service.

Mr. Price also provided an update on the recent ABBG meeting that Operations staff attended.

Mr. Price presented the Operations Fleet Scorecard to the Operations and Oversight Committee. A copy of the Fleet Scorecard is attached to these minutes for reference.

There was some discussion regarding the cities commitment to replace buses and other items in the Capital Improvement Plan such as Information Technology upgrades and the Parks Avenue location. The Advanced Capital Contribution was also discussed.

The FY18 service plan was discussed which included the future of the bus rebuild program and the needed equipment for additional service that is being requested by several cities.

New and Old Business

Commissioner Moffett asked about HRT's plan in the event that there was a catastrophic event. Specifically, in regards to the possibility of law enforcement commandeering HRT's assets for evacuation purposes.

ACTION ITEM: Commission would like to know if there is an operational plan available in the event of a catastrophic event. Communication methods to be identified.

Adjournment

The meeting was adjourned at 10:59 a.m.

Respectfully submitted by:
Amy Braziel, Executive Assistant

The time frame for this data is January 1 to September 30, 2016
 The table uses raw data (unavailable days).

| Rebuild | Repower | New Vehicles (since 2014) | In contingency fleet | Auctioned |
|---------|---------|---------------------------|----------------------|-----------|
|---------|---------|---------------------------|----------------------|-----------|

| Vehicle Unavailable for more than 50% of the Time (11% of fleet or 35 Vehicles) | | | | | | | | | | | | | | | |
|---|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|
| 1223 | 1231 | 1303 | 1304 | 1407 | 1409 | 1410 | 1415 | 1509 | 1511 | 1513 | 1515 | 1601 | 1703 | 1711 | 1801 |
| 1808 | 1901 | 1903 | 1909 | 2016 | 2049 | 3020 | 4000 | 4003 | 4004 | 4005 | 4010 | 4014 | 4017 | 4029 | 4036 |
| 5004 | 5006 | 5102 | | | | | | | | | | | | | |

| Vehicle Unavailable for 33-50% of the Time (7% of fleet or 22 Vehicles) | | | | | | | | | | | | | | | |
|---|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|
| 1203 | 1208 | 1210 | 1226 | 1227 | 1230 | 1246 | 1302 | 1507 | 1510 | 1512 | 1602 | 1612 | 2011 | 2033 | 2036 |
| 2048 | 5002 | 5003 | 5010 | 5011 | 5013 | | | | | | | | | | |

| Vehicle Unavailable for 15-33% of the Time (34% of the fleet or 108 Vehicles) | | | | | | | | | | | | | | | |
|---|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|
| 1201 | 1202 | 1204 | 1205 | 1206 | 1207 | 1209 | 1211 | 1212 | 1215 | 1216 | 1217 | 1219 | 1220 | 1221 | 1225 |
| 1234 | 1250 | 1251 | 1261 | 1263 | 1301 | 1401 | 1404 | 1405 | 1406 | 1408 | 1416 | 1500 | 1506 | 1600 | 1605 |
| 1610 | 1611 | 1613 | 1701 | 1702 | 1704 | 1708 | 1709 | 1710 | 1713 | 1714 | 1715 | 1800 | 1802 | 1806 | 1900 |
| 1902 | 1904 | 1906 | 1907 | 2001 | 2002 | 2004 | 2005 | 2010 | 2014 | 2015 | 2017 | 2022 | 2031 | 2035 | 2037 |
| 2038 | 2039 | 2041 | 2043 | 2044 | 2045 | 2046 | 2047 | 2051 | 2052 | 2107 | 2122 | 3015 | 3019 | 3025 | 3026 |
| 3033 | 4001 | 4002 | 4006 | 4007 | 4009 | 4013 | 4015 | 4016 | 4021 | 4022 | 4023 | 4024 | 4025 | 4027 | 4028 |
| 4032 | 4033 | 4034 | 5000 | 5001 | 5005 | 5007 | 5012 | 5101 | 5103 | 5104 | 5105 | | | | |

| Vehicle Unavailable for 0015% of the Time (48% of fleet or 150 Vehicles) | | | | | | | | | | | | | | | |
|--|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|
| 181 | 102 | 183 | 104 | 105 | 106 | 107 | 108 | 109 | 110 | 111 | 112 | 113 | 114 | 1213 | 1214 |
| 1218 | 1222 | 1245 | 1249 | 1253 | 1258 | 1259 | 1400 | 1403 | 1501 | 1503 | 1504 | 1505 | 1508 | 1516 | 1603 |
| 1604 | 1606 | 1607 | 1608 | 1609 | 1614 | 1700 | 1705 | 1706 | 1707 | 1712 | 1803 | 1805 | 1807 | 1809 | 1810 |
| 1905 | 2000 | 2003 | 2006 | 2007 | 2008 | 2009 | 2012 | 2013 | 2018 | 2019 | 2020 | 2021 | 2023 | 2024 | 2025 |
| 2026 | 2027 | 2028 | 2029 | 2030 | 2032 | 2034 | 2040 | 2042 | 2050 | 2101 | 2102 | 2103 | 2104 | 2105 | 2106 |
| 2188 | 2189 | 2110 | 2111 | 2112 | 2113 | 2114 | 2115 | 2116 | 2117 | 2118 | 2119 | 2120 | 2121 | 2123 | 2124 |
| 2125 | 2126 | 2127 | 2128 | 2129 | 3000 | 3001 | 3002 | 3003 | 3004 | 3005 | 3006 | 3007 | 3008 | 3009 | 3010 |
| 3011 | 3012 | 3013 | 3014 | 3016 | 3017 | 3018 | 3021 | 3022 | 3023 | 3024 | 3027 | 3028 | 3029 | 3030 | 3031 |
| 3032 | 3034 | 3035 | 4008 | 4011 | 4012 | 4018 | 4019 | 4020 | 4026 | 4030 | 4031 | 4035 | 5008 | 5009 | 5014 |
| 5015 | 5016 | 5817 | 5018 | 5106 | 5107 | | | | | | | | | | |

| Auctioned | | | | | | | | | | | | | | | |
|-------------------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|
| 1908 | 1804 | 1260 | | | | | | | | | | | | | |
| Contingency Fleet | | | | | | | | | | | | | | | |
| 1244 | 1247 | 1241 | 1262 | 1248 | 1257 | 1252 | 1243 | 1233 | 1236 | 1254 | 1237 | 1235 | 1238 | 1255 | 1240 |

| | | | | | |
|---------------------|-----------------|---------------|-------------------------------|---------------|------------------------|
| Contract No: | 16-73949 | Title: | FX2 Compellent Project | Price: | \$415,737 |
| | | | | Term: | Six (6) Months. |

Acquisition Description: Enter into a sole source contract with Electronic Systems, Inc. (ESI) to furnish hardware, software, support and professional services to replace the datacenter virtualization environment (VMware) at Hampton Roads Transit's (HRT) Administration facility located at 509 East 18th Street, Norfolk.

Background: The combination of Dell FX2 servers and Dell Compellent storage allows for HRT to implement a new virtualization system that will support existing enterprise applications and will allow for future growth over the next 4 to 5 years. HRT's current virtualization system supporting our needs is at capacity, is beyond its useful life and can no longer meet our growing technology needs. In some instances, enterprise applications are unable to store more data due to storage restrictions in the current environment. There is no capacity to add any new systems. This new solution will replace the existing hardware and allow HRT to virtualize more systems, simplifying disaster recovery and addressing business continuity needs for mission critical applications.

Under the terms of this agreement, the Contractor will furnish a Dell FX2 Compellent based system, with all the required hardware, software and warranty components, as well as installation, and implementation support services.

Contract Approach: FTA and Virginia Public Procurement Act guidelines allow non-competitive procurements when only one source is practicably available and the award of a contract is infeasible under small purchase procedures, sealed bids, or competitive proposals. ESI has a Premier Partnership status with Dell as the region's leading provider of storage, networking server, and systems management solution. Sole Source procurements are accomplished through solicitation and acceptance of a proposal from only one source.

A solicitation was issued on October 20, 2016 and ESI provided a responsive proposal on October 24, 2016 in the amount of \$415,737 which included all the requested components and services. As a Dell Premier Partner, ESI was able to offer HRT preferred pricing.

Based on the result of a price analysis performed utilizing the independent cost estimate, the proposed pricing is deemed fair and reasonable. A contractor responsibility review confirmed that ESI is both technically and financially capable to provide the system and services described in the Scope of Work.

Electronic Systems, Inc. is located in Virginia Beach, VA and has provided similar services to HRT satisfactorily.

The Contract period of performance is six (6) months.

No DBE goal was established for this solicitation.

| | | | | | |
|---------------------|-----------------|---------------|-------------------------------|---------------|------------------------|
| Contract No: | 16-73949 | Title: | FX2 Compellent Project | Price: | \$415,737 |
| | | | | Term: | Six (6) Months. |

Cost/Funding: This contract will be funded from operating and grant funds.

Project Manager: Alesia Cain, Chief Technology Officer
Alex Touzov, Manager of Technology Services

Contracting Officer: Fevrier Valmond, Contracts Manager

Recommendation: It is respectfully recommended that the Commission approve the award of a sole source contract to Electronic Systems, Inc. to furnish hardware, software and professional services for HRT FX2 Compellent Project in the not-to-exceed amount of \$415,737.