



## Meeting of the Operations and Oversight Committee

Thursday, September 8, 2022, • 10:00 a.m.  
3400 Victoria Blvd, Hampton, VA and Zoom

---

A meeting of the Operations and Oversight Committee is scheduled for Thursday, September 8, 2022, at 10:00 a.m. Please note that currently, the in-person meetings are for commissioners and senior HRT staff only. All others can join the meeting via ZOOM by following the link at: [https://hrtransit.org.zoom.us/webinar/register/WN\\_gpBs3TY\\_REGYkasRVcWpmA](https://hrtransit.org.zoom.us/webinar/register/WN_gpBs3TY_REGYkasRVcWpmA)

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



# Meeting of the Operations and Oversight Committee

Thursday, September 8, 2022, • 10:00 a.m.  
3400 Victoria Blvd, Hampton, VA and Zoom

## AGENDA

1. Approval of the August 2022 Operations and Oversight Committee Meeting Minutes
2. Review Action Items
3. Internal Audit Update- Malika Blume
4. Procurement Recommendations to the Committee-Sonya Luther
  - a) Contract 22-00190 Bus Stop and Facilities Maintenance, Site Improvements, and Repairs (Renewal)
  - b) Contract 22-00197 Portable Toilet Rental
  - c) Contract 22-00189 TransitMaster Software and Hardware Support and Maintenance Services (Renewal)
5. Contract 20-00075, Ferry Boat Build
  - a. Modification 7, Video Surveillance Camera Increase, \$14,822.55
  - b. Modification 8, HVAC Configuration Change, No Cost

Total Modified Contract Amount: \$6,484,576.65

### 6. Task Orders **(for informational purposes only)**.

Task Order 21. This Task Order is for Architectural and Engineering Services. This Task Order is for \$168,000 and is funded with State and Federal 5307 funds.

Task Order 56. This Task Order is for Dashboard, Metal Button-TVM3; Convertor, DC-DC. This Task Order is for \$2,342.37 and is funded with operating funds.

Task Order 57. This Task Order is for Repair of Controller Boards. This Task Order is for \$3,988.95 and is funded with operating funds.

Task Order 58. This Task Order is for Wiring Harnesses; MAG HD DUAL; Door Lock Motors; Shafts (No. 7B). This Task Order is for \$3,214.79 and is funded with operating funds.

Task Order 59. This Task Order is for Receipt Printer, TVM3; Cable, TVM3 Trim, Recharge. This Task Order is for \$155.92 and is funded with operating funds.

Task Order 60. This Task Order is for Coin Entry Sensor RJ11 Cables; Door Shutter Sensor Cables; Docking Connectors; PCB Fan/Audio Connect; PCB LED Driver; Door Lock Shutter Cables; Laser Door Sensor Cables; Coin Hopper Chute Sensor Cables; Ticket Chute Cables; Door Ticket Chute Sensor Cables; Piezo Sensors; Coin Shutter Sensor Cables; PCB Lamp Board. This Task Order is for \$1,206.44 and is funded with operating funds.

7. Options to be Exercised October 2022- Sonya Luther

8. Upcoming Commission Approvals- Sonya Luther

9. Operations Update- Benjamin Simms

10. Old and New Business

9. Adjournment

**The next Operations & Oversight Committee Meeting will be held on Thursday, October 13, 2022, in Norfolk, VA and virtually via ZOOM.**



# Meeting of the Operations and Oversight Committee

Thursday, August 11, 2022, • 10:00 a.m.  
509 E. 18<sup>th</sup> Street, Norfolk, VA, and Zoom Meeting

## MEETING MINUTES

### Call to Order

Commissioner Glover called the meeting to order at 10:00 AM.

### **Commissioners in attendance:**

Commissioner Glover, Portsmouth  
Commissioner Kanoyton, Hampton (Zoom)  
Commissioner Bullock, Newport News  
Commissioner Cipriano, Newport News  
Commissioner Woodbury, Newport News  
Commissioner Jackson, Portsmouth  
Commissioner Ross-Hammond, Virginia Beach  
Commissioner Gribble, Virginia Beach

### **Hampton Roads Transit Staff in attendance:**

Ray Amoruso, Chief Planning and Development Officer  
Debbie Ball, Director of Finance (Zoom)  
Marcella Barnes, Sr. Executive Assistant  
Keisha Branch, Director of Capital Programs (Zoom)  
Amy Braziel, Director of Contracted Services and Operational Analytics  
Alex Brink, Sr. Manager of Bus Transportation (Zoom)  
Donna Brumbaugh, Director of Finance (Zoom)  
Conner Burns, Chief Financial Officer  
Danielle Burton, Assistant Manager of Bus Transportation  
William Collins, Facilities Maintenance Manager  
Sheri Dixon, Director of Treasury (Zoom)  
Jennifer Dove, Grants and Civil Rights Coordinator (Zoom)  
Steven Florian, Fare technology Operations Administrator  
Angela Glass, Director of Budget and Financial Analysis (Zoom)  
William Harrell, President, and CEO  
Lanae Hawkins, Contract Analyst II (Zoom)  
Shane Kelly, Manager Security & Emergency Preparedness (Zoom)  
Robert Lee, RTS Program Manager (Zoom)  
Don Lint, Construction Projects Coordinator (Zoom)  
Sonya Luther, Director of Procurement  
Alexis Majied, Chief Communications and External Affairs (Zoom)  
Maryann Martin, Operations Analyst (Zoom)  
Tracy Moore, Director of Transportation (Zoom)  
Sibyl Pappas, Chief Engineering & Facilities Officer (Zoom)

Jason Petruska, Sr. Contract Specialist (Zoom)  
Michael Perez, Operations Project & Contract Administrator (Zoom)  
John Powell, Telecommunications Specialist  
Michael Price, Chief Information Officer/Technology Officer  
Luis Ramos, Sr. Executive Administrator  
Dawn Sciortino, Chief Safety Officer (Zoom)  
Benjamin Simms, IV, Chief Operating Officer  
Brian Smith, Deputy Chief Executive Officer (Zoom)  
Adrian Tate, Assistant Director of Finance (Zoom)  
Alex Touzov, Director of Technology Services (Zoom)  
Robert Travers, Corporate Counsel (Zoom)  
Fevrier Valmond, Asst. Director of Procurement (Zoom)  
James Wall, Director of Rail Maintenance (Zoom)  
Kim Wolcott, Chief Human Resources Officer (Zoom)

**Others in attendance:**

Andrew Ennis, ADRPT (Zoom)

The August 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
- Action Items
- Minutes from the Previous Meeting
- Procurement Items for Approval
- Options to be Exercised
- Upcoming Procurements

**Approval of the July 14, 2022, Meeting Minutes**

A motion to approve the July 14, 2022, Operations and Oversight Committee meeting minutes was made by Commissioner Woodbury and was properly seconded by Commissioner Ross-Hammond. A roll call vote resulted as follows:

Ayes: Commissioners Glover, Bullock, Kanoyton, Ross-Hammond, Gribble, and Woodbury.

Nays: None  
Abstain: None

**Review of the Operations and Oversight Committee Action Items**

There were two action items discussed, HRT was requested to provide updates regarding the status of protentional rent concession for the Coleman Place facility move. Mr. Robert Travers shared that HRT is still negotiating the matter with the landlord and will update the Operations and Oversight Committee once the situation is

resolved. HRT was also asked to provide a breakdown of how Phase One of the Newport News Transit Center project will be funded and how HRT plans to allocate those funds. Mr. Brian Smith provided the funding history as well as the future funding in the meeting package which is attached to these minutes.

### **Procurement Items for Approval**

#### **Contract 21-00157 Bus Tire Lease and Maintenance Services Renewal**

Ms. Sonya Luther presented Contract 21-00157 Bus Tire Lease and Maintenance Services Renewal. Staff recommends that the Commission approve the award of a contract to Bridgestone Americas Tire Operations, LLC to provide bus tire lease and maintenance services in the not-to-exceed amount of \$2,730,054.03 for four (4) years.

Mr. John Nason gave a summary on the scope of the contract. There was no further discussion regarding the contract.

A motion to approve Contract 21-00157 Bus Tire Lease and Maintenance Services Renewal was made by Commissioner Woodbury and properly seconded by Commissioner Gribble. A roll call vote resulted as follows:

Ayes: Commissioners Glover, Bullock, Kanoyton, Ross-Hammond, Gribble, and Woodbury.

Nays: None

Abstain: None

#### **Contract 22-00199 Fare Technology Assessment, Phase 5 – Mobile Fare Collection System Implementation Support**

Ms. Sonya Luther presented Contract 22-00199 Fare Technology Assessment, Phase 5 – Mobile Fare Collection System Implementation Support as a recommendation that the Commission approve the award of a contract to IBI Group to provide mobile fare collection system implementation support in the not-to-exceed amount of \$289,872.00.

Mr. Steven Florian gave brief presentation regarding the scope of the contract as it relates to agency needs.

A motion to approve Contract 22-00199 Fare Technology Assessment, Phase 5 – Mobile Fare Collection System Implementation Support was made by Commissioner Kanoyton and properly seconded by Commissioner Ross-Hammond. A roll call vote resulted as follows:

Ayes: Commissioners Glover, Bullock, Kanoyton, Ross-Hammond, Gribble, and Woodbury.

Nays: None

Abstain: None

### **Contract 21-00164 Fire Suppression Systems Inspection, Testing, Maintenance and Repair Services.**

Ms. Sonya Luther presented Contract 21-00164 Fire Suppression Systems Inspection, Testing, Maintenance and Repair Services as a recommendation that the commission approve the award of a contract to Johnson Controls Fire Protection, LP to provide fire suppression systems inspections, testing, maintenance, and repair services in the not-to-exceed amount of \$419,473.60 for the five-year period.

A motion to approve Contract 21-00164 Fire Suppression Systems Inspection, Testing, Maintenance and Repair Services was made by Commissioner Woodbury and seconded by Commissioner Gribble. A roll call vote resulted as follows:

Ayes: Commissioners Glover, Bullock, Kanoyton, Ross-Hammond, Gribble, and Woodbury.

Nays: None

Abstain: None

### **Contract 22-00179R Hampton Roads Transit Sign Installation**

Ms. Sonya Luther presented Contract 22-00179R Hampton Roads Transit Sign Installation recommended that the Commission approve the award of a contract to American Road Markings to provide sign installation services to HRT. The cumulative amount of all Task Orders issued under this Contract will not exceed \$2,122,750.00 over four (4) years.

A motion to approve Contract 22-00179R Hampton Roads Transit Sign Installation was made by Commissioner Woodbury and seconded by Commissioner Ross-Hammond. A roll call vote resulted as follows:

Ayes: Commissioners Glover, Bullock, Kanoyton, Ross-Hammond, Gribble, and Woodbury.

Nays: None

Abstain: None

### **Contract 22-00186 Naval Station Norfolk Base Circulator**

Ms. Sonya Luther presented Contract 22-00186 Naval Station Norfolk Base Circulator as a recommendation that the Commission approve the award of a contract to James River Transportation to provide a Naval Station Norfolk base circulator in the not-to-exceed amount of \$3,765,605.00.

Mr. Ray Amoruso and Amy Braziel gave a brief presentation on the scope of the contract. There was discussion regarding the additional pricing for the software and how the service will be funded.

A motion to approve Contract 22-00186 Naval Station Norfolk Base Circulator was made by Commissioner Woodbury and seconded by Commissioner Ross-Hammond. A roll call vote resulted as follows:

Ayes: Commissioners Glover, Bullock, Kanoyton, Ross-Hammond, Gribble, and Woodbury.

Nays: None

Abstain: None

### **Contract 22-00180 Physical Security System Support Services**

Ms. Sonya Luther presented Contract 22-00180 Physical Security System Support Services as a recommendation that the Commission approve the award of a contract to Security 101 Holdings, LLC to provide physical security system support services on a Task Order basis in the not-to-exceed amount of \$1,757,646.00 for the five-year period

Mr. Jack Sherman gave a brief presentation regarding the scope of work for the contract being presented.

A motion to approve Contract 22-00180 Physical Security System Support Services was made by Commissioner Ross-Hammond and seconded by Commissioner Gribble. A roll call vote resulted as follows:

Ayes: Commissioners Glover, Bullock, Kanoyton, Ross-Hammond, Gribble, and Woodbury.

Nays: None

Abstain: None

### **Contract 22-00198 Procurement of Regional Transit Service Buses**

Ms. Sonya Luther presented Contract 22-00198 Procurement of Regional Transit Service Buses as a recommendation that that the Commission approve the award of a contract to Gillig to procure six (6) heavy duty 40' low floor diesel buses and six (6) heavy duty 35' low floor buses in the total amount of \$7,210,500.00.

There was discussion regarding the buses being quieted with the mobile ticketing capabilities as well as the timeline of which the buses will be delivered.

A motion to approve to Contract 22-00198 Procurement of Regional Transit Service Buses was made by Commissioner Woodbury and seconded by Commissioner Gribble. A roll call vote resulted as follows:

Ayes: Commissioners Glover, Bullock, Kanoyton, Ross-Hammond, Gribble, and Woodbury.



Nays: None  
Abstain: None

### **PO-0008377 Replacement Truck Suspension Legs**

Ms. Sonya Luther presented PO-008377 Replacement Truck Suspension Legs as a recommendation that the Commission approve the award of a Purchase Order to Knorr Brake Company to provide sixteen (16) replacement truck suspension legs in the not-to-exceed amount of \$106,536.00.

Mr. Wayne Groover gave a brief presentation regarding the scope of work for the purchase order presented.

A motion to approve to PO-008377 Replacement Truck Suspension Legs was made by Commissioner Woodbury and seconded by Commissioner Ross-Hammond. A roll call vote resulted as follows:

Ayes: Commissioners Glover, Bullock, Kanoyton, Ross-Hammond, Gribble, and Woodbury.

Nays: None  
Abstain: None

### **Task Orders**

Task Orders were enclosed in the agenda. There were no questions or comments regarding same.

### **Options to be Exercised**

Options to be exercised for September were reviewed with the Committee.

### **Upcoming Procurements**

Upcoming procurements were reviewed with the Committee.

### **Internal Audit Update**

Ms. Malika Blume stated that she is finishing the Storeroom Operations Control Audit and the DRPT Security and Emergency Preparedness Plan Audit, she will give a report on both at the next Operations and Oversight Meeting in September. Ms. Blume also shared that there is an open position for an Auditor.

## **Operations Update**

Mr. Benjamin Simms provided an updated regarding the micro transit pilot. Mr. Simms stated micro-transit continues to see an increase in ridership from eighty-three (83) trips completed in the last ten (10) days of July to an average of 95 trips completed for the first ten (10) days of August.

Mr. Simms also reported that the app has been downloaded over 2,000 people, and micro-transit has provided 2,739 rides as of August 9<sup>th</sup>. Majority of the trips being in Newport News at 70% and the other 30% is in Virginia Beach. VIA has moved additional resources to Newport News in order to accommodate the demand. Currently the average ride rating is 4.8 out of 5 stars.

## **Old and New Business**

There was discussion regarding the Ribbon Cutting Ceremony on September 13<sup>th</sup> at the Newport News Transit Center.

## **Adjournment**

Commissioner Glover adjourned the meeting at 11:33 AM.



HAMPTON ROADS TRANSIT  
August-September 2022  
OPERATIONS AND OVERSIGHT COMMITTEE  
ACTION ITEMS

Date	Action Item	Responsible Party	Due Date	Completed Date & Method
	NONE			

<b>Contract No.:</b> 22-00190	<b>Title:</b> Bus Stop and Facilities Maintenance, Site Improvements, and Repairs (Renewal)	<b>Contract Amount:</b>	
		Base Year:	\$1,738,265.00
		Two Option Years:	<u>\$3,734,522.00</u>
		<b>Total:</b>	<b>\$5,472,787.00</b>

**Acquisition Description:** Enter into a renewal contract with a qualified Contractor to perform a variety of bus stop and facilities maintenance, site improvements, and repair work on a Task Order basis.

**Background:** Hampton Roads Transit (HRT) requires the services of a Class “A” General Contractor to provide work that may involve general site and repair work on an as needed basis. Under the terms of this Agreement, the Contractor will provide all labor, materials, and equipment to provide improvements to bus passenger amenities at stops throughout HRT’s service area. Primary tasks include the placement of concrete for installation of shelters and benches and other passenger amenities. Other services may include general demolition and site improvements, such as, bus lanes, parking lots, concrete sidewalks, and shelter pads.

**Contract Approach:** An Invitation for Bids was issued on July 27, 2022. Three (3) bids were received on August 23, 2022, from the following firms:

- M.K. Taylor, Jr. Contractors, Inc.
- Pembroke Construction Company, Inc. (Pembroke)
- QC General Construction, LLC

In response to the IFB, bidders were required to provide pricing for various general commercial site construction tasks and repair work. Following an evaluation of the bids received, HRT staff determined that Pembroke was the lowest responsive (in compliance with submittal requirements) and responsible (capable to perform) bidder; and therefore, eligible for award.

Pembroke’s total bid price includes a \$50,000.00 annual allowance for miscellaneous services not listed in the Price Schedule that HRT may request during the contract term, and a \$4,000 annual allowance for Contractor light rail access training. Based on a price analysis performed, and the fact that the pricing was obtained in a competitive environment, Pembroke’s bid is deemed fair and reasonable. A contractor responsibility review confirmed that Pembroke is technically and financially capable to perform the work.

Pembroke is located in Hampton, VA, and provides similar services for Newport News Public Schools; York County Public Schools; the City of Newport News; and the City of Hampton. Pembroke has also performed services for HRT satisfactorily.

The Contract period of performance is one (1) base year, with two (2) additional one-year options.

<b>Contract No.:</b> 22-00190	<b>Title:</b> Bus Stop and Facilities Maintenance, Site Improvements, and Repairs (Renewal)	<b>Contract Amount:</b>	
		Base Year:	\$1,738,265.00
		Two Option Years:	<u>\$3,734,522.00</u>
		<b>Total:</b>	<b>\$5,472,787.00</b>

No DBE Goal was assigned for the overall solicitation. HRT's DBE Manager will review the scope of each proposed Task Order to identify opportunities for DBE participation and establish a task-based goal accordingly.

**Cost/Funding:** This Contract will be funded with Regional HRRTF, operating, and grant funds, depending upon the work being performed.

**Project Manager:** Don Lint, Construction Projects Coordinator

**Contracting Officer:** Jason Petruska, Senior Contract Specialist

**Recommendation:** It is respectfully recommended that the Commission approve the award of a contract to Pembroke Construction Company, Inc. to perform a variety of bus stop and facilities maintenance, site improvements, and repair work in the not-to-exceed amount of \$5,472,787.00 for the three-year period.

### SOLICITATION RESULTS

FIRM	TOTAL BID PRICE
<b>Pembroke Construction Company, Inc.</b>	<b>\$5,472,787.00</b>
M.K. Taylor, Jr. Contractors, Inc.	\$5,506,050.00
QC General Construction, LLC	\$11,069,380.90

### PEMBROKE CONSTRUCTION COMPANY, INC.'S BID SUMMARY

Base Year	Option Year 1	Option Year 2	Total
\$1,738,265.00	\$1,822,520.00	\$1,912,002.00	\$5,472,787.00

<b>Contract No.:</b> 22-00197	<b>Title:</b> Portable Toilet Rental	<b>Contract Amount:</b>	
		Base Year:	\$ 27,020.00
		Four Option Years:	\$111,100.00
		<b>Total:</b>	<b>\$138,120.00</b>

**Acquisition Description:** Enter into a contract with a qualified contractor to provide portable toilet rentals for various locations throughout Hampton Roads Transit’s (HRT’s) service area.

**Background:** In order to provide for the comfort of customers and employees, HRT has a need to provide Americans with Disabilities Act (ADA) accessible portable toilets at a variety of locations around the service area. Toilets will be supplied to Lee Hall, the Wards Corner Transfer Station, the Newtown Road Transfer Station, the Military Highway Park-N-Ride, the Downtown Norfolk Transit Center, and additional locations as required for special events. Under the terms of this Agreement, the Contractor is required to service the units a minimum of three (3) times a week to provide neat and sanitary units by removal and disposal of all wastes, thorough cleaning and disinfecting, replacement of supplies, and repair and replacement of units, as needed.

**Contract Approach:** A Request for Quote (RFQ) was issued on July 29, 2022. Three (3) quotes were received on August 18, 2022 from the following firms:

- Crown Cleaning Solutions, LLC (Crown Cleaning)
- Freedom Flush, LLC
- Spivey Rentals, Inc.

After a review and evaluation of the quotes received, Crown Cleaning was deemed the lowest priced offeror and is therefore eligible for award. Crown Cleaning’s pricing was deemed fair and reasonable based on a price analysis performed and the fact that the pricing was obtained in a competitive environment. A contractor responsibility review performed confirmed that Crown Cleaning is technically and financially capable to perform the work.

Crown Cleaning is located in Manassas, VA and has provided similar services for the Virginia Department of Transportation in Manassas, VA; the Virginia Department of Motor Vehicles in Winchester, VA; and Visiting Nurse Service of New York (VNSNY) Choice Health Plans in New York, NY.

No DBE goal was assigned for this solicitation.

**Cost/Funding:** This contract will be funded with operating funds.

**Project Manager:** William Collins, Facilities Maintenance Manager

**Contracting Officer:** Sonya Luther, Director of Procurement

<b>Contract No.:</b> 22-00197	<b>Title:</b> Portable Toilet Rental	<b>Contract Amount:</b>	
		Base Year:	\$ 27,020.00
		Four Option Years:	<u>\$111,100.00</u>
		<b>Total:</b>	<b>\$138,120.00</b>

**Recommendation:** It is respectfully recommended that the Commission approve the award of a contract to Crown Cleaning Solutions, LLC to provide portable toilet rentals in the not-to-exceed amount of \$138,120.00.

**SOLICITATION RESULTS**

<b>OFFEROR</b>	<b>QUOTE</b>
<b>Crown Cleaning Solutions, LLC</b>	<b>\$138,120.00</b>
Spivey Rentals, Inc.	\$146,080.00
Freedom Flush, LLC	\$222,113.20

**CROWN CLEANING SOLUTIONS' QUOTE SUMMARY**

<b>Base Year</b>	<b>Option Year 1</b>	<b>Option Year 2</b>	<b>Option Year 3</b>	<b>Option Year 4</b>	<b>Total</b>
\$27,020.00	\$27,020.00	\$27,770.00	\$27,770.00	\$28,540.00	\$138,120.00

<b>Contract No.:</b> 22-00189	<b>Title:</b> TransitMaster Software and Hardware Support and Maintenance Services (Renewal)	<b>Contract Amount:</b> Base Year: \$ 435,586.00 Four Option Years: \$1,947,438.00 <b>Total: \$2,383,024.00</b>
----------------------------------	---	--

**Acquisition Description:** Enter into a sole source renewal contract with Trapeze Software Group, Inc. (dba Vontas) for support and maintenance services for Hampton Roads Transit’s (HRT’s) TransitMaster Advanced Communication Systems (TransitMaster).

**Background:** TransitMaster is a Computer Aided Dispatch and Automatic Vehicle Locator (CAD/AVL) system utilized by HRT since 2008. TransitMaster software and hardware are installed on all HRT buses and is essential for daily operation of its fixed route bus services. TransitMaster provides real time monitoring of bus service and communication (voice and text) between dispatch center and operators. The system is also used by various departments within HRT for reporting and analysis. Under the terms of this Agreement, the Contractor shall provide support and maintenance services for all fixed side TransitMaster software, and all TransitMaster software and hardware installed on HRT buses.

**Contract Approach:** FTA and Virginia Public Procurement Act guidelines allow non-competitive procurements when only one source is available, and the award of a contract is infeasible under small purchase procedures, sealed bids, or competitive proposals. The TransitMaster CAD/AVL System, including technical support and maintenance, is proprietary to, and provided exclusively by, Vontas. Due to the specific requirements of this solicitation, full and open competition was not a feasible method of Procurement. Sole Source procurements are accomplished through solicitation and acceptance of a proposal from only one source.

A solicitation was issued on August 2, 2022, and Vontas provided a responsive proposal on August 16, 2022, in the amount of \$2,406,699.00. In order to obtain the most favorable pricing, a decision was made to conduct negotiations with Vontas. Negotiations focused on reducing support and maintenance costs and clarifications to the terms and conditions of the RFP.

As a result of the negotiations, Vontas reduced its total price by \$23,675.00, or approximately 1%. Vontas’ revised pricing is deemed fair and reasonable based on the results of the negotiations and a price analysis performed. Additionally, Vontas certified that the pricing being offered to HRT are in line with pricing offered to other customers with similar requirements. A contractor responsibility review confirmed that Vontas is technically and financially capable to perform the work.

Vontas is located in Cedar Rapids, IA and has been providing support and maintenance services to HRT satisfactorily.

The Contract period of performance is one (1) base year, with four (4) additional one-year options.



<b>Contract No.:</b> 22-00189	<b>Title:</b> TransitMaster Software and Hardware Support and Maintenance Services (Renewal)	<b>Contract Amount:</b>	
		Base Year:	\$ 435,586.00
		Four Option Years:	<u>\$1,947,438.00</u>
		<b>Total:</b>	<b>\$2,383,024.00</b>

**Cost/Funding:** This contract will be funded with operating funds.

**Project Manager:** Kamlesh Chowdhary, Director of ITS Services

**Contracting Officer:** Fevrier Valmond, Assistant Director of Procurement

**Recommendation:** It is respectfully recommended that the Commission approve the award of a contract to Vontas, to provide software and hardware support and maintenance services for HRT's TransitMaster CAD/AVL System in the not-to-exceed amount of \$2,383,024.00 over a five (5) year period.

#### SUMMARY OF VONTAS' PROPOSED PRICING

<b>Contract Term</b>	<b>Original Proposed Price</b>	<b>Negotiated Pricing</b>
Base Year	\$435,586.00	\$435,586.00
Option Year 1	\$457,335.00	\$455,201.00
Option Year 2	\$480,278.00	\$475,685.00
Option Year 3	\$504,226.00	\$497,092.00
Option Year 4	\$529,274.00	\$519,460.00
<b>Total Price</b>	<b>\$2,406,699.00</b>	<b>\$2,383,024.00</b>

**Exercise of Options - October 2022**

<b>Contract No.</b>	<b>Title</b>	<b>Description</b>	<b>Total Awarded Value</b>	<b>Period of Performance</b>	<b>Option Year to be Exercised</b>	<b>Total Amount of Option Year</b>
19-00018	Towing and Flat Tire Replacement Services	To provide towing and flat tire replacement services.	\$358,950.00	1 base yr. w/4 1-yr. options	Third	\$71,790.00
19-00028	Managed Print Services - Maintenance and Support for Multi-Function Devices	To provide managed print services at various HRT locations.	\$307,931.40	1 base yr. w/4 1-yr. options	Third	\$62,323.80
19-00035	General Environmental Services	To perform a variety of general environmental services.	\$651,066.00	1 base yr. w/4 1-yr. options	Third	\$130,930.50
20-00095	Facilities General Electrical Work	To perform electrical work associated with HRT Facilities on an as needed basis.	\$150,000.00	1 base yr. w/2 1-yr. options	Second	\$50,000.00
21-00149	Dispensing Equipment Inspection, Maintenance, and Emergency Services	To provide dispensing equipment inspections, maintenance, and emergency services.	\$513,057.88	1 base yr. w/4 1-yr. options	First	\$89,470.56

**UPCOMING CONTRACTS FOR APPROVAL**

Title	Description	Renewal Contract Expiration Date
Armored Truck Services	To provide armored truck services. Current contract was extended on a month-to-month basis until award of a new contract.	2/28/2022
Chesapeake Corridor Study	To develop and screen potential corridor options that connect major activity centers in the city of Chesapeake.	New
Credit Card Processing Services	To provide secure credit card merchant processing services. The current contract was extended on a month-to-month basis to allow for a new procurement. Current contract was extended on a month-to-month basis until award of a new contract.	12/21/2021
<b>Fence and Railing Maintenance Services</b>	<b>To provide repair and maintenance of the fencing systems and gates at various locations.</b>	<b>11/19/2022</b>
Fleet Vehicle Body, Paint, and Graphics Repair Services	To furnish routine and emergency body repair services for HRT's Fleet vehicles on a task order basis. The existing contract was allowed to expire in order to revamp the Scope of Work.	4/22/2022
General Painting Services	To provide general painting services for all HRT locations.	8/24/2022
Generator Replacement for Hampton Facility	To replace the current 150kW generator at 3400 Victoria Blvd., Hampton.	New
HASTUS Enterprise Software Support and Maintenance Services	To provide maintenance and support services for HRT's HASTUS Enterprise Software.	9/22/2022
Information Technology Risk Assessment	To perform a Cybersecurity Risk Assessment in support of the existing compliance requirements, including FTA FMO compliance requirements.	New
Light Rail Automatic Passenger Counting System Upgrade	To upgrade the existing INIT APC system installed on HRT's light rail fleet.	New
Light Rail Vehicle Midlife Overhaul	To provide the complete turnkey provision of Light Rail Vehicle midlife overhauls for a fleet of nine Siemens S70 LRVs.	New
Microsoft Dynamics 365 Finance and Operations Managed Services	To provide managed services for HRT's Microsoft Dynamics 365 Finance and Operations application.	New

<b>Oil and Fluid Analysis Services</b>	<b>To provide laboratory testing and reporting services for oils, fuels, and antifreeze.</b>	<b>New</b>
Origin-Destination Study Services	To provide a system-wide origin-destination study of travel patterns, transit use, and other aspects of transportation information to HRT.	New
Paratransit Fleet Expansion	Provision of twenty-four (24) Body on Chassis (BOC) paratransit heavy duty vehicles.	New
Passenger Information System	To implement passenger information systems at select locations throughout the service area, to present transit specific information to customers, including real-time route schedule and service related information.	New
PeopleSoft Human Capital Management Managed Services	To provide management services for HRT's PeopleSoft HCM 9.1 application. Current contract was extended on a month-to-month basis until award of a new contract.	2/10/2022
Pre-Employment Background Screening	To provide pre-employment background screening services for all prospective employees.	4/30/2022
<b>Procurement of 16 Security (Non-Revenue) Vehicles</b>	<b>To provide an expanded fleet of security/police vehicles to provide quality services and protection to HRT's ridership.</b>	<b>New</b>
Provision of Magnetic Fare Media	To provide magnetic fare media for bus, rail, trolley and ferry. Current contract was extended on a month-to-month basis until award of a new contract.	1/8/2022
<b>RTS Facilities Expansion Vehicles</b>	<b>To provide three (3) pickup trucks for the Facilities Department.</b>	<b>New</b>
Safety Support Services	To provide Safety Management System support, technical expertise, and safety engineering support services. Option year was not exercised in order to revise scope of work for new solicitation. Current contract is in a month-to-month status.	5/8/2022