



Meeting of the Operations and Oversight Committee

Thursday, December 4, 2025, • 10:00 a.m.
509 E. 18th Street. Norfolk, VA and Virtual via ZOOM

A meeting of the Operations and Oversight Committee is scheduled for Thursday, December 4, 2025, at 10:00 a.m. in the Norfolk Boardroom.

Those who wish to join the meeting via ZOOM may do so by following the link at:

<https://hrtransit-org.zoom.us/j/86595344721>

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



Meeting of the Operations and Oversight Committee

Thursday, December 4, 2025, • 10:00 a.m.
Hybrid 509 E. 18th Street, Norfolk, VA and
Virtual ZOOM Meeting

AGENDA

1. Approval of the November 2025 Operations and Oversight Committee Meeting Minutes
2. Review Action Items
3. Audit Update – Malika Blume
4. Procurement Recommendations to the Committee – Sonya Luther
 - a. Purchase Order No. PO0018983, Light Rail Vehicle Wheel Kits.
 - b. Contract No. 25-00378, Oracle PeopleSoft Annual Support Services (Renewal)
 - c. Contract No. 22-00197, Modification No. 9, Portable Toilet Rental.
 - d. Contract No. 25-00380, Provision of Three (3) 29' Buses.
 - e. Contract No. 25-00382, Replacement Paratransit Vehicles.
 - f. Contract No. 21-00154, Modification No. 5, Structure Cabling Services.
5. Task Orders **(for informational purposes only)**.
 - a. Contract 21-00128, Ticket Vending Machines/Odyssey Farebox Systems, Repair Parts, Software/Hardware, and Maintenance Support:

- i. Task Order 206. This Task Order is for Repair of GFI Interface. This Task order is for \$200.00 and is funded with operating funds.
- ii. Task Order 207. This Task Order is for Repair of PCB Interface; Repair Door Lock Motor. This Task order is for \$400.00 and is funded with operating funds.
- iii. Task Order 208. This Task Order is Insulator covers; O-rings. This Task order is for \$161.24 and is funded with operating funds.
- iv. Task Order 209. This Task Order is Bill guides; Display LCD with LED backlight; Speakers. This Task order is for \$6,232.82 and is funded with operating funds.
- v. Task Order 210. This Task Order Repair of broken data probes. This Task order is for \$2,091.64 and is funded with operating funds.

6. Options to be Exercised February 2026 – Sonya Luther

7. Upcoming Commission Approvals – Sonya Luther

8. Operations Update-Benjamin Simms, IV

9. Old and New Business

10. Adjournment

The next Operations & Oversight Committee Meeting will be held on Thursday, January 8, 2025, in Hampton, VA and virtually via ZOOM.



Meeting of the Operations and Oversight Committee

Thursday November 6, 2025, • 10:00 a.m.
3400 Victoria Blvd Hampton, VA, and Zoom Meeting

MEETING MINUTES

Call to Order

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

Commissioners in attendance:

Commissioner Steve Johnson, Chesapeake
Commissioner Daughtery, DRPT (Zoom)
Commissioner M. Johson, Norfolk
Commissioner Ross-Hammond, Virginia Beach

Hampton Roads Transit Staff in attendance:

Tammara Askew, Sr. Data Analyst (Zoom)
Malika Blume, Director of Internal Audit (Zoom)
Monquie Battle, Ops Project & Contract Administrator (Zoom)
Barry Bland, Paratransit Services
Amy Braziel, Director of Contracted Services and Operational Analytics
Donna Brumbaugh, Director of Finance (Zoom)
Conner Burns, Chief Financial Officer
William Collins, Facilities Maintenance Manager
Rodney Davis, Director of Customer Relations
Scott Demharter, Director of Facilities (Zoom)
Glenda Dixon, Sr. Director ERP System & Service (Zoom)
Gavin Dorsey, Budget Analyst (Zoom)
April Garrett, Sr. Executive Assistant
Angela Glass, Director of Budget and Financial Analysis (Zoom)
Misty Gordon, Risk Manager (Zoom)
Brenda Green, Accounting Supervisor
Wayne Groover, Director of Light Rail Maintenance and Facilities
William Harrell, President and CEO
Toni Hunter, Staff Auditor (Zoom)
Shane Kelly, Sr. Manager Security & Emerg Preparedness
Karen Kitsis, Sr. Director of Planning and Development
Sonya Luther, Director of Procurement
Alexis Majied, Chief Communications Officer

Lawrence Mason, Emergency Manager, Safety
Tracy Moore, Director of Transportation
Sibyl Pappas, Chief Engineering & Facilities Officer
Noelle Pinkard, Organizational Advancement Officer
John Powell, Telecommunications Specialist
Michael Price, Chief Information Officer/CTO
Luis Ramos, Executive Assistant to the President & CEO
Shleaker Rodgers, Staff Auditor (Zoom)
Dawn Sciortino, Chief Safety Officer
Liliana Scott, HR Training Development Specialist (Zoom)
Kevin Shaw, Director of Bus Maintenance
Benjamin Simms, Chief Transit Operations Officer
Monique Strickland, Talent Acquisition Manager
Paula Studebaker, HR Executive Assistant (Zoom)
Matthew Stumpf, Budget Analyst (Zoom)
Jawuan Taylor, Facilities & Rail Maintenance Admin
Robert Travers, Corporate Counsel
Fevrier Valmond, Assistant Director of Procurement
Keishia Williams, Operations Support Technician (Zoom)
Kim Wolcott, Chief Human Resources Officer

Others in attendance:

Alt. Commissioner Cipriano, Newport News
Megan Gribble, Portsmouth (Zoom)
Andrew Ennis, DRPT (Zoom)

The October 2025 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
- Audit Update
- Procurement Items for Approval
- Options to be Exercised.
- Upcoming Procurements

Approval of October 2025, Meeting Minutes

A motion to approve October 2025, Operations and Oversight Committee meeting minutes were made by Commissioner Woodbury and properly seconded by Commissioner Johnson. A roll call vote resulted as follows:

Ayes: Commissioners Johnson, Ross- Hammond, Woodbury, Daughtery, and M. Johnson.

Nays: None

Abstain: None

Audit Update

There was no audit update.

Review of the Operations and Oversight Committee Action Items

There were no action items.

Procurement Items for Approval

Contract No. 25-00374, Bus Repower Services

Ms. Luther Contract No. 25-00374, Bus Repower Services, as a recommendation that the Commission approve the award of a contract to Cummins Sales and Service to provide bus repower services in the not-to-exceed amount of \$2,434,810.56.

A motion to approve both Contract No. 25-00374, Bus Repower Services, was made by commissioner Johnson and properly seconded by commissioner Ross-Hammond and a roll call vote as follows:

Ms. Monique Battle came forward to answer questions.

There was discussion on the cost for bus repairs as well as the cost split.

There was discussion regarding buses out of service to be used for extended life.

Ayes: Commissioner's Johnson, Ross- Hammond, Woodbury, Daughtery, and M. Johnson.

Nays: None

Abstain: None

Contract No. 25-00368, Bus Stop Improvements – Orcutt Avenue and 81st Street Transfer.

Ms. Luther presented Contract No. 25-00368, Bus Stop Improvements – Orcutt Avenue and 81st Street Transfer, as a recommendation that the Commission approve the award of a contract to M.K. Talor, Jr. Contractors, Inc. to perform improvements to HRT's existing bus stop and transfer area on Orcutt Avenue at 81st Street in Hampton, VA, in the not-to-exceed amount of \$543,821.32.

A motion to approve Contract No. 25-00368, Bus Stop Improvements – Orcutt Avenue and 81st Street Transfer, Microtransit Service, was made by commissioner Ross-Hammond and properly seconded by commissioner M. Johnson and a roll call vote as follows:

Mr. Daniel Detmar came forward to answer questions.

There was discussion regarding the impact this will have on riders as well as the difference in bid pricing.

There was discussion on how many stops need to have CCTV and if it is a new stop.

Ayes: Commissioner's Johnson, Ross-Hammond, Woodbury, Daughtery, and M. Johnson.

Nays: None

Abstain: None

Contract No. 24-00309, Data Archive Software and Extraction Services for PeopleSoft Financials.

Ms. Luther presented Contract No. 24-00309, Data Archive Software and Extraction Services for PeopleSoft Financials as a recommendation that the Commission approve the award of a contract to Platform 3 Solutions to provide data archive software and extraction services for PeopleSoft Financials, in the not-to exceed amount of \$454,278.00.

A motion to approve Contract No. 24-00309, Data Archive Software and Extraction Services for PeopleSoft Financials, was made by commissioner S. Johnson and properly seconded by commissioner M. Johnson and a roll call vote as follows:

Ms. Glenda Dixon gave presentation.

There was discussion regarding the timeline and the calculations and what's included.

Ayes: Commissioner's Johnson, Ross-Hammond, Woodbury, Daughtery, and M. Johnson.

Nays: None

Abstain: None

Contract No. 25-00359, Employee Benefits Consulting and Brokerage Services (Renewal).

Ms. Luther presented Contract No. 25-00359, Employee Benefits Consulting and Brokerage Services (Renewal), as a recommendation that the Commission approve the award of a contract to USI Insurance Services, LLC, to provide employee benefits consulting and brokerage services in the not-to exceed amount of \$260,147.00.

A motion to approve Contract No. 25-00359, Employee Benefits Consulting and Brokerage Services (Renewal), was made by commissioner Ross-Hammond and properly seconded by commissioner M. Johnson and a roll call vote as follows:

Ms. Kim Wolcott gave a presentation.

Ayes: Commissioner's Johnson, Ross-Hammond, Woodbury, Daughtery and M. Johnson.

Nays: None

Abstain: None

Contract No. 25-00357R, Provision of Seven (7) Non-Revenue Vehicles.

Ms. Luther presented Contract No. 25-00357R, Provision of Seven (7) Non-Revenue Vehicles, as a recommendation that the Commission approve the award of a contract to Apple Ford, Inc., to provide seven (7) non-revenue vehicles, in the not-to-exceed amount of \$394,784.70.

A motion to approve Contract No. 25-00357R, Provision of Seven (7) Non-Revenue Vehicles, was made by commissioner Ross-Hammond and properly seconded by commissioner M. Johnson and a roll call vote as follows:

Ms. Monique Battle came forward to answer questions

There was discussion regarding the delivery time and the bid process.

Ayes: Commissioner's Johnson, Ross-Hammond, Woodbury, Daughtery and M. Johnson.

Nays: None

Abstain: None

Task Orders

Task orders were included on the agenda for review. There were no questions or comments regarding the same.

Options to be Exercised.

Options to be Exercised enclosed in the meeting package for December 2025 were reviewed by the Committee.

Upcoming Procurements

Upcoming procurements enclosed in the meeting package were reviewed with the Committee.

Operations Update

Mr. Simms gave a presentation, where he announced a few recent events that HRT supported. The Fall-O-Ween event that was held in Newport news where over 4,000 patrons were transported and the NSU Homecoming Game where over 10,600 patrons were transported that evening. He also reminded the board about the upcoming Grand Illumination Parade, scheduled to take place on November 22 and encouraged everyone to come out and join in the festivities.

Mr. Simms also spoke about the recently hosted Mobile Heart to Heart. A time when managers went out to our local transfer centers and spoke with operators. One of the hot topics was the current Pilot Program that is working to help eliminate mandatory overtime for operators. This program is showing favor with the operators and shows improvements.

Lastly, Mr. Simms gave an update on microtransit ridership.

Old and New Business

There was no old and new business to discuss.

Commissioner Comments

There were no comments given.

****The next meeting will be held on Thursday, December 4, 2025, at 10:00 am in the HRT NORFOLK Boardroom.**

Adjournment

Commissioner Glover adjourned the meeting at 10:46 AM.



24-00309 Data Archive Software Extraction Services

**Operations and Oversight Committee Meeting
November 4, 2025**

Overview / Objective

PeopleSoft Financials was “Sunset” after Implementation new Financials system Microsoft Dynamics Finance and Operations.

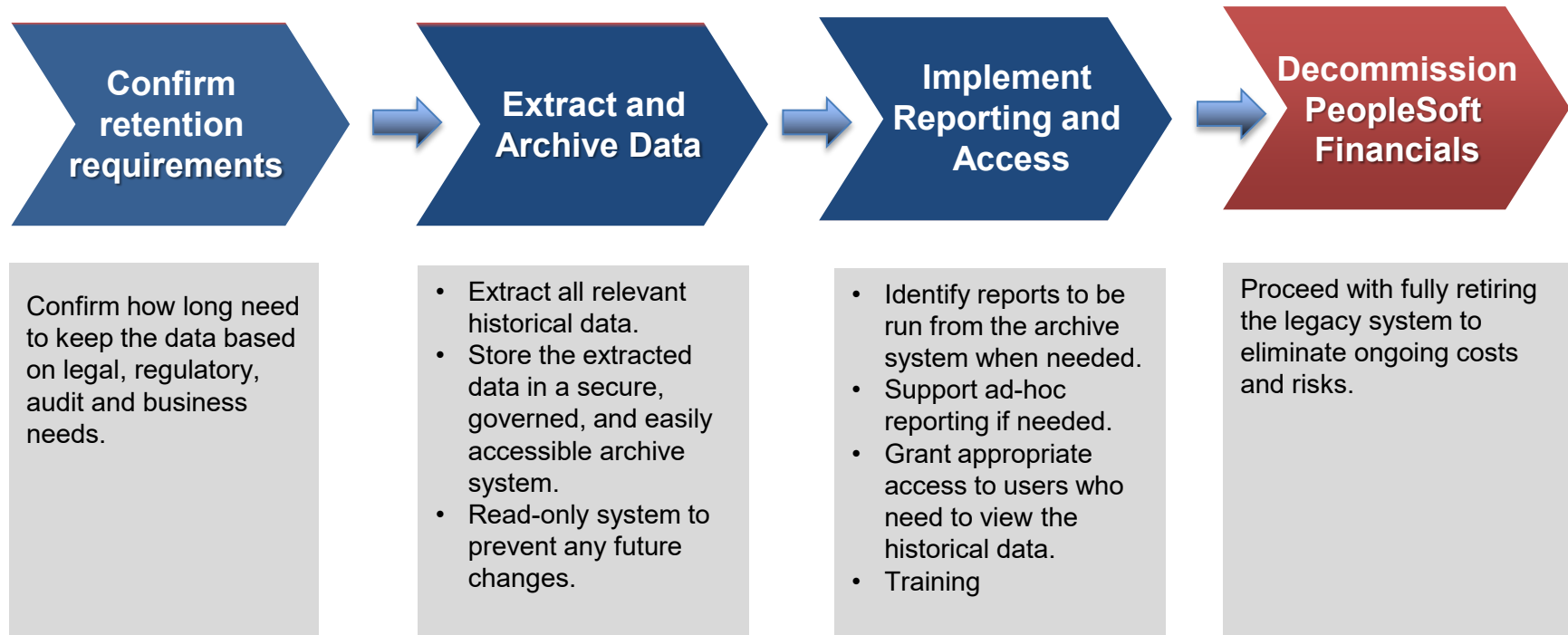
This marked end operational use while maintaining historical data accessibility. Mode of “read only” access for limited designated users to data access for compliance, audit, or business needs.

In preparation for “Decommissioning” where all system components will be removed. Identify process to archive required historical data in PeopleSoft Financials for on-going access prior to the **final** decommission and retirement legacy PeopleSoft Financials software.

Data Retention Strategies System Replacement

	Pros	Cons
Convert All Data	<ul style="list-style-type: none"> • All records converted 	<ul style="list-style-type: none"> • Data Mapping Challenges/ Integrity • Timeframes • High cost and complexity
Maintain the Legacy System	<ul style="list-style-type: none"> • Short-term, easy access to data 	<ul style="list-style-type: none"> • Legacy vendor maintenance cost • Vulnerable security • Training as staff turns over
PDF the Records	<ul style="list-style-type: none"> • May entail less time/cost than data conversion or archiving 	<ul style="list-style-type: none"> • Buries data in multi-page files • User access tracking/audit is less reliable, if available • Query/analytics compromised
Archive the Data	<ul style="list-style-type: none"> • Consolidation of legacy data silos • Easy data access /sort /filter query • Less system maintenance cost • Secure, compliant record storage 	<ul style="list-style-type: none"> • Some up-front costs for legacy data extraction and migration

Project Timeline





HAMPTON ROADS
TRANSIT

Thank you

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Operations and Oversight Operations Update November 6, 2025

gohrt.com

Event Support



Fall O Ween-Newport News
4,000 Customers Served

NSU Homecoming
10,500 Customers Served

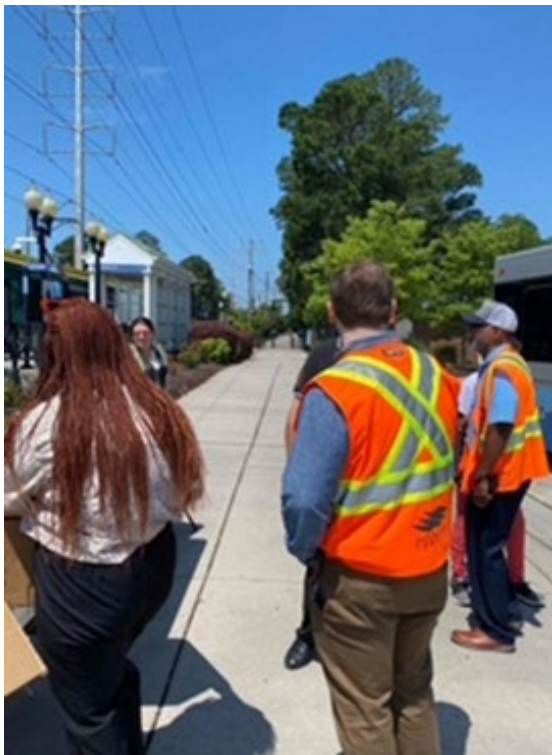


Holiday Events



**39th Annual Grand
Illumination Parade:**
Saturday November 22, 2025
Starting at 7 pm in Downtown
Norfolk.

Mobile Heart to Heart



OnDemand Update

- Trips Completed: 28,378
- Total Passengers Transported: 32,664
 - Newport News: 61% (17,219)
 - Virginia Beach: 39% 11,162
- Service being provided through December



Happy Thanksgiving!





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HAMPTON ROADS TRANSIT
NOVEMBER 2025/DECEMBER 2025
OPERATIONS AND OVERSIGHT COMMITTEE
ACTION ITEMS

Date	Action Item	Responsible Party	Due Date	Completed Date & Method

Purchase Order No.: PO0018983	Title: Light Rail Vehicle Wheel Kits	Contract Amount: \$120,240.00
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Acquisition Description: Award a purchase order to procure thirty-six (36) wheel kits for Hampton Roads Transit's (HRT's) Light Rail Vehicles (LRVs).

Background: HRT currently owns and operates nine (9) LRVs, which are comprised of three (3) trucks each. Each LRV truck is fitted with four (4) wheel kits. The wheel kits are steel rings with rubber inserts mounted on LRV axle hubs. The wheels keep the LRVs centered on the tracks. As the wheel kits currently mounted on HRT's existing LRVs approach the end of their useful life, HRT must ensure that the parts are available in its inventory for installation on the LRVs in a timely manner when necessary. This Purchase Order will provide thirty-six (36) wheel kits to be held in HRT's LRV parts inventory.

Contract Approach: A Request for Quote (RFQ) was issued on October 13, 2025, and one (1) quote was received on November 3, 2025, from Siemens Mobility, Inc. (Siemens). Other vendors solicited indicated that they were unable to provide the parts that HRT required and did not match any of the products offered. It should be noted that Siemens is the Original Equipment Manufacturer (OEM) of the LRVs.

Based on a price analysis performed utilizing historical purchases, Siemens' quote is deemed fair and reasonable. A contractor responsibility review confirmed that Siemens is technically and financially capable of providing the requested items.

Based in Germany, Siemens operates multiple locations within the United States and has been a services and parts provider for rail and transit authorities for many years. Siemens has also provided similar services to HRT satisfactorily.

Cost/Funding: This Purchase Order will be funded with operating funds

Project Manager: Wayne A. Groover, Director of Maintenance – Facilities and Rail

Contracting Officer: Sheran L. Taylor, Buyer I

Recommendation: It is respectfully recommended that the Commission approve the award of a purchase order to Siemens Mobility, Inc., to provide wheel kits for HRT's LRV parts inventory in the total amount of \$120,240.00.

Contract No: 25-00378	Title: Oracle PeopleSoft Annual Support Services (Renewal)	Contract Amount: Base Year Price: \$186,824.45 Two Option Years Price: <u>\$419,682.47</u> Total Price: \$606,506.92
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Acquisition Description: Enter into a contract with an authorized Oracle PeopleSoft Support Services renewal reseller to provide renewal of Hampton Roads Transit's (HRT's) Oracle PeopleSoft annual support services.

Background: HRT currently utilizes Oracle PeopleSoft Human Capital Management (HCM) software to manage the agency's hiring, workforce management, and paying of its employees, all of which support the ability to ensure employees are available to support overall daily operations and are paid appropriately. The continuation of support for Oracle's PeopleSoft HCM software is required through the implementation of HRT's new HCM Workday system; and completion of year-end processes and historical data archival from PeopleSoft HCM. Under the terms of this agreement, the Contractor will provide continued support access utilized by HRT through to decommissioning of the PeopleSoft HCM system.

Contract Approach: A Request for Proposals was issued on October 24, 2025, and one (1) proposal was received on November 18, 2025, from Mythics, LLC (Mythics). A post-solicitation survey of other firms solicited did not yield any response. As a result, there was no indication that a re-solicitation to pursue more competition would have resulted in greater participation.

In response to the RFP, proposers were required to provide pricing for various Oracle PeopleSoft modules currently utilized by HRT, as listed in the Price Schedule.

After an evaluation of the proposal received, HRT staff determined that Mythics was an authorized Oracle PeopleSoft Support Services renewal reseller, based on documentary evidence provided in their proposal, and as such qualified to provide the required services. Therefore, Mythics was invited for discussion and negotiations for the purpose of a possible award. Negotiations focused on clarifying the assumptions made in establishing pricing and reducing the total proposed price. At the conclusion of negotiations, a Best and Final Offer was requested.

As a result, of the negotiations, Mythics reduced its original price of \$613,216.76 by \$6,709.84, or approximately 1.1%. Based on the results of the negotiations, a price analysis performed utilizing the independent cost estimate, and historical data, Mythics' pricing is deemed fair and reasonable. A contractor responsibility review performed confirmed that Mythics is both technically and financially capable of providing the required services.

Mythis is located in Virginia Beach, VA and has provided similar services for the Virginia State Police in North Chesterfield, VA; the Virginia Department of Accounts in Richmond, VA; and Virginia International Terminals in Norfolk, VA. Mythics has also provided these services to HRT satisfactorily.

Contract No: 25-00378	Title: Oracle PeopleSoft Annual Support Services (Renewal)	Contract Amount: Base Year Price: \$186,824.45 Two Option Years Price: <u>\$419,682.47</u> Total Price: \$606,506.92
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The period of performance for this Contract is one (1) base year, with two (2) additional one-year options.

No DBE goal was assigned for this solicitation.

Cost/Funding: This Contract will be funded with 40% HRRTF and 60% operating funds.

Project Manager: Glenda Dixon, Senior Director of ERP Services

Contracting Officer: Fevrier Valmond, Assistant Director of Procurement

Recommendation: It is respectfully recommended that the Commission approve the award of a contract to Mythics, LLC to provide Oracle PeopleSoft HCM annual support services, in the not-to-exceed amount of \$606,506.92.

Mythics, LLC's Pricing Summary

Base Year	Option Year 1	Option Year 2	Total
\$186,824.45	\$201,770.41	\$217,912.06	\$606,506.92

Contract No.: 22-00197, Modification No. 9	Title: Portable Toilet Rental	Modification Amount: \$10,462.80
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Acquisition Description: Award a contract modification to increase the Portable Toilet Rental Contract value by an additional \$10,462.80.

Background: In September 2022, the Commission approved the award of a contract to Aerroc Group (formerly Crown Cleaning Solutions, LLC), in the not-to-exceed amount of \$138,120.00, to provide Americans with Disabilities Act (ADA) accessible portable toilets at a variety of locations around the Hampton Roads Transit (HRT) service area to accommodate HRT Operators at transit stop locations without any nearby public or available commercial restrooms for a period of one (1) base year, with four (4) additional one-year options. The Contract was awarded through the competitive Request for Quote process.

The not-to-exceed amount of the Contract was increased by a total of \$43,326.84 to accommodate additional rentals and services, including installation of an ADA accessible portable toilet for HRT Operator use at the EVMC/Ft. Norfolk Light Rail Station and installation of an ADA accessible portable toilet for HRT Operator use at Bus Stop 3041 (Orcutt Avenue and Mercury Boulevard in Hampton). A further increase in the Contract amount is required to accommodate installation of an ADA accessible portable toilet for HRT Operator use at Bus Stop 1550 (County and Court Street in Portsmouth) for the remaining period of the Contract.

Contract Approach: This Modification 9 will provide the required funds to cover the cost to provide an ADA accessible portable toilet the remaining two (2) years of the contract (Option Year 3 and Option Year 4) at the current Contract pricing.

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

Project Manager: Scott Demharter, Director of Facilities

Contracting Officer: Jessica White, Contract Specialist

Recommendation: It is respectfully recommended that the Commission approve the award of a modification to increase the not-to-exceed amount of the Portable Toilet Rental Contract by \$10,462.80, from \$181,446.84 to \$191,909.64.

Contract No.: 25-00380	Title: Provision of Three (3) 29' Buses	Total Amount: \$2,235,576.00
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Acquisition Description: Enter into a cooperative procurement contract on an existing Washington State Transit Bus Cooperative Contract (No. 06719-01) to procure three (3) 29' Low Floor Diesel Buses (State Contract).

Background: Using the competitive procurement process, in April 2021, the state of Washington awarded Contract No. 06719-01 to Gillig to purchase a number of different style buses during a base term of two (2) years with three (3) additional one-year options. Under the terms of the Contract, the Transportation District Commission of Hampton Roads dba Hampton Roads Transit (HRT) is authorized as a participant in the Contract. This procurement is to utilize the Washington State contract to purchase three (3) 29' heavy duty low floor diesel buses from Gillig. It should be noted that a cooperative procurement contract is a contract between a state and one (1) or more vendors under which the vendors agree to provide the ability to purchase rolling stock and related equipment to multiple participants. The Fixing America's Surface Transportation (FAST) Act allows agencies to participate in cooperative procurement contracts without regard to whether the agency is located in the same state as the parties to the contract.

Contract Approach: The original State Contract was competitively procured with a base unit price of \$578,462.00 for a standard 29' diesel bus. Unit prices for additional features/options were also established at the time of award of the State Contract. Gillig's unit price to HRT, including HRT selected options, is \$745,192.00 for the 29' diesel bus. HRT's options include exterior graphics, air purification system, driver protection barrier, Vontas OnRoute Automatic Vehicle Locator (AVL) system, IDIS video surveillance systems, bike racks, and a number of other additional upgrades.

Based on a price analysis conducted by the state of Washington at the time of award of the State Contract, and the fact that the pricing was obtained in a competitive environment, Gillig's unit price is deemed fair and reasonable.

All Federal Transit Administration required pre-award audits and certifications confirming Buy America, final assembly, and motor vehicle safety standards have been received and verified.

Cost/Funding: This Contract will be funded with 25% federal 5307 and 62% state grant, and 13% ACC funds.

Project Manager: Monique Battle, Operations Project and Contract Administrator

Contracting Officer: Sonya Luther, Director of Procurement

Contract No.: 25-00380	Title: Provision of Three (3) 29' Buses	Total Amount: \$2,235,576.00
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Recommendation: It is respectfully recommended that the Commission approve the award of a contract to Gillig to procure three (3) heavy duty 29' low floor diesel buses in the total amount of \$2,235,576.00.

Contract No.: 25-00382	Title: Replacement Paratransit Vehicles	Contract Amount: \$5,616,198.00
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Acquisition Description: Join on an existing Commonwealth of Virginia, Division of Purchases and Supply (DPS) Contract No. CTR017836 to procure forty-two (42) Body on Chassis (BOC) paratransit buses (State Contract) for use on the paratransit services contract.

Background: Hampton Roads Transit (HRT) has a requirement to acquire new paratransit buses to replace the existing fleet vehicles which have reached the end of their age and mileage service life; and to accommodate the growing demand for HRT's Paratransit services. Using the competitive procurement process, in September 2023, the Commonwealth of Virginia awarded Contract No. CTR017836 to Sonny Merryman, Inc. (Sonny Merryman) to purchase various ADA passenger transit buses with wheelchair lifts during a base term of two (2) years with three (3) additional one-year options. Under the terms of the State Contract, as a Virginia state agency, the Transportation District Commission of Hampton Roads dba HRT is considered an additional user. It should be noted that HRT is often precluded from "piggybacking" on existing state contracts as those agreements often do not include all of the contractual terms mandated by the Federal Transit Administration (FTA). However, DPS included the mandated federal terms in the State Contract, thus allowing HRT to order vehicles pursuant to this agreement.

Contract Approach: The original State Contract was competitively procured with a base unit price of \$116,168.00 for a BOC/wheelchair lift van. Unit prices for additional features/options were also established at the time of award of the State Contract. Sonny Merryman's unit price to HRT, including HRT selected options, is \$133,719.00. HRT's options include a Q'Straint L track tie down system, addition of double foldaway seats, upgraded dual compressor air conditioner, and a number of other additional upgrades.

Based on a price analysis conducted by DPS at the time of award of the State Contract, and the fact that the pricing was obtained in a competitive environment, Sonny Merryman's unit price is deemed fair and reasonable.

All FTA required pre-award audits and certifications confirming Buy America, final assembly, and motor vehicle safety standards have been received and verified.

Cost/Funding: This contract will be funded with 28% federal 5339 and 68% state grant funds and 4% ACC funds.

Project Manager: Monique Battle, Operations Project and Contract Administrator

Contracting Officer: Jessica White, Contract Specialist

Contract No.: 25-00382	Title: Replacement Paratransit Vehicles	Contract Amount: \$5,616,198.00
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Recommendation: It is respectfully recommended that the Commission approve the award of a contract to Sonny Merryman, Inc. to procure forty-two (42) Body on Chassis paratransit buses, for use on HRT's Paratransit Services Contract, in the total amount of \$5,616,198.00.

Contract No: 21-00154, Modification No. 5	Title: Structured Cabling Services	Modification Amount \$160,000.00
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Acquisition Description: Award a contract modification to increase the Structured Cabling Services Contract value by an additional \$160,000.00.

Background: In February 2022, the Commission approved the award of a contract to Bazon Cox & Associates, Inc., in the not-to-exceed amount of \$250,000.00, to provide structured cabling services for Hampton Roads Transit (HRT) for a period of one (1) base year, with three (3) additional one-year options. The Contract was awarded through the competitive Request for Proposals process, with a Scope of Work which required services on a task order basis.

The not-to-exceed amount of the Contract was increased by \$62,500.00 in June 2025 to accommodate additional work required under the Contract. The Contract expires on February 24, 2026, and while a solicitation was issued on October 23, 2025, for a new contract, additional funds are required to complete ongoing work and previously planned future work at current Contract rates. HRT anticipates that the procurement process for the new contract will be completed, and a new contract awarded by the expiration date of the current Contract.

Contract Approach: This Modification 5 will provide the required funds to cover the cost of the structured cabling services through February 24, 2026. The estimated amount of \$160,000.00 is based on previously planned future work and current Contract rates.

Cost/Funding: This Modification will be funded with 28% federal 5307 and 5337 and 68% state grant funds; and 4% ACC funds.

Project Manager: Alex Touzov, Senior Director of Technology Services

Contracting Officer: Jason Petruska, Senior Contract Specialist

Recommendation: It is respectfully recommended that the Commission approve the award of a modification to increase the not-to-exceed amount of the Structured Cabling Services Contract by \$160,000.00, from \$312,500.00 to \$472,500.00.

Exercise of Options – February 2026						
Contract No.	Title	Description	Total Current Value	Period of Performance	Option Year to be Exercised	Total Amount of Option Year
21-00160	Credit Card Merchant Processing Services	To provide credit card merchant processing services for Point of Service terminals.	\$152,462.80	2 yrs. w/3 1-yr. options	Second	\$30,492.36

UPCOMING CONTRACTS FOR APPROVAL		
Title	Description	Renewal Contract Expiration Date
Audio/Visual Services	To provide audio and visual support services on a Task Order basis.	12/15/2026
Background Screening Software Service	To procure pre-employment background screening services, as well as services to configure, integrate, test, deploy, and support a Workday HCM validated background screening connector that will integrate with Workday HCM.	New
Contract and Vendor Software Solution	To provide a commercial off-the-shelf, Software as a Service Contract and Vendor Management Software solution.	New
Improving Real Time Passenger Information	To enhance data completeness and quality of HRT's existing real-time passenger information.	New
Light Rail Transit Electrical Work	To perform electrical inspections, maintenance, and repair of system associated with the Light Rail system on an as needed basis.	1/30/2026
Light Rail Vehicle Midlife Overhaul	To provide the complete, turnkey Light Rail Vehicle midlife overhauls for all nine (9) LRVs.	New
Safety, Security, and Emergency Management Support Services	To provide Safety Management System support, Emergency Management support, Security support, Regulatory Compliance support, and technical support services on a task order basis.	2/27/2026
Structured Cabling Services	To provide services and materials necessary to maintain, modernize, and expand HRT's structured cabling.	2/23/2026
Transit Security Personnel Uniforms and Equipment	To supply and deliver uniforms and approved personal equipment for personnel of HRT' Security Department.	3/7/2026
Vanpool Assistance Program	To secure vanpool service providers to operate HRT's goCommute's vanpool program.	3/31/2026