

RHODE ISLAND PUBLIC TRANSIT AUTHORITY

BOARD OF DIRECTORS

MINUTES OF Monday, March 17, 2014 MEETING

Board Members Present: Mayor Scott Avedisian, Chairperson; Jerome Williams; Director Michael Lewis; Stephen Durkee, Margaret Holland McDuff, Maureen Martin and Peter Ginaitt

Absent: None

Also Present: Raymond Studley, CEO; Wayne Hannon, Resource Team; Todd Gleason, Outside Counsel; Marie DiToro, Recording Secretary; and other members of RIPTA's staff, and members of the public whose names are on the sign-in sheet.

Agenda Item 1: Approval of February 24, 2014 Meeting Minutes

Mayor Avedisian calls the meeting to order. He asks for a motion to accept the February 24, 2014 minutes as presented to the board. Mr. Ginaitt makes a motion to approve the minutes and Mr. Williams seconds the motion and it passes unanimously.

Agenda Item 2: Public Comment

(Board members take public comments under advisement, but do not respond except for clarifications. Members may follow-up on public comments in writing post-meeting as permitted by applicable law.)

Mayor Avedisian asks if there is anyone here who would like to speak under the public comment portion of the meeting.

Mr. Furtado states that he would like to thank the customer service staff at RIPTA for all their help. He has brought some concerns to the complaint department at RIPTA and was told that his concerns were valid; however they would not be addressed. Before the changes occurred he was able to arrange his shopping to catch a trolley that would take him to and from Price Right almost directly to his front gate. He states that he gave a prayer of thanks everyday for this. With this service taken away he had to trudge through ice, slush and snow during the winter and it is not pleasurable while carrying shopping bags. That 1.5 minute loop has never caused RIPTA to lose schedule time. He asked why would this privilege be taken away and no one had an answer to this. There have been so many stops taken away that cause buses to drive by him as he rushes from an old stop to the new one. He cannot understand why a Board who is supposed to make a rider experience more dignified would do this. He cannot reconcile these changes. Mr. Furtado

also cannot accept that after many complaints to RIPTA that there is still a driver who smokes while driving the bus. This causes him severe nausea. Thank you.

Mr. Rhodes from the RIPTA Riders is welcomed to speak next. He states he is glad that there is no snow on the ground so he is able to come to today's meeting. He was unable to come to the last two board meetings because he couldn't get to his bus stop. His original bus stop got phased out. On December 19 he was arms length from being run over trying to get to his new stop. He would like to commend the drivers and anyone else that has to do with the service because with the tools that RIPTA has everyone has done as great of a job that could be done. Mr. Rhodes feels the DiPalma-Edwards bill is so important and that the funding of that should go to operations and not capital expense. He thinks the only way that the problems at RIPTA can be solved is by switching the funding of this bill. Thank you.

Mr. Harrington is welcomed to speak next. Mr. Harrington states that yesterday morning on Channel 10 with Bill Rappleye, Mr. Studley had a conference with Bill Rappleye and Mr. Harrington thought Mr. Studley did an exceptional job expressing the state of affairs and how RIPTA is moving forward.

The Edwards-DiPalma bill is the most important bill out there and he has spoken in front of the Senate and informed them that as far as he is concerned RIPTA is in need of operating expenses. Mr. Harrington has a meeting with Senator DiPalma next week to try to amend or alter that bill to get RIPTA operating expenses.

Last, but not least, he states that according to the recent APTA (American Public Transportation Association) report that RIPTA is the seventh fastest growing transit agency in the country. RIPTA's passenger count is close to almost 20 million and if it is taken at its totality of how many actual rides that actually is; RIPTA is looking at a million extra rides a year due to the increase. The buses are overcrowded and busy and he believes there are multiple reasons for this, economics, unemployment, but most of all he thinks the COA has had a positive effect on the ridership. Mr. Harrington was part of the process and understands that not everyone was going to be happy with the decisions that were made however, it was agreed upon that this would be a better transit system in the end. Thank you.

Ms. Felaco states that she has been complaining about the Kennedy Plaza extreme take over and she has been trying to figure out who is paying for this and why the RIPTA Board agreed with this and is still agreeing to participate with this. Ms. Pettine states at the last meeting that it was a tax payer funded bond issue from the City of Providence, however the Providence Journal reporter told her that it is a federal fund that is open ended and it is supposed to improve traffic in downtown. Ms. Felaco asks how this is improving the passenger experience. According to the latest plan, riders can walk down the hill and they will grade it so it is not as steep, however how about going up the hill. The shelters look small. She wishes the real time information was working. The only way to know is to go into the building and manually look it up. The test that was put up was beautiful, however it was taken away. The focus is supposedly improving passenger experience. She does not

live in Providence and she uses the bus to come into providence to transfer to another bus. She would like to know how the federal funding is helping her. Thank you.

Mr. Collins is from the Sierra Club of Rhode Island and thanks the Chairman and Board Members for their time. He would like to reiterate what Mr. Harrington said in regards to the legislation. The language needs to be amended so that it is for operational expenses and encourage the members of the Board to go to the General Assembly and make sure the message is heard loud and clear. The funding goes away after five years and would like to see it made permanent and would like to see that message communicated as well. He would like to point out his desire to see the empty Board seat filled soon. Thank you for the continued good work and happy St. Patrick's Day.

With no further public comments, Mayor Avedisian moves on to the CEO Report and asks Mr. Studley to begin.

Agenda Item 3: CEO Report

Mayor Avedisian welcomes Ms. Shuey Picchione to discuss the Federal Funding update under the CEO report.

Mr. Studley states that he and Ms. Picchione went to the APTA conference in DC and met with the Federal Delegation. Ms. Picchione states that at the last Board Meeting she mentioned different scenarios that could play out and she has received some clarification. She received information that it is pretty clear that the Trust Funds will dry up and when it does there is no plans for additional funding. The staff and Ms. Picchione have started thinking about it conceptually. They will continue to work on what that implies for RIPTA and will update the Board as things progress.

Mayor Avedisian states that when the federal government shut down last fall he believes RIPTA was able to stay afloat for 3.5 months and wonders how long RIPTA can stay afloat now.

Ms. Picchione does not know this answer and would like to come back with some scenarios of what RIPTA can do at a later time.

Director Lewis states that nothing has changed since the last board meeting. Congress needs to act and they understand it however it is caught up in the politics of it and with the mid-term elections in June we can almost guarantee nothing will happen before then. After the election, when the various parties start to settle in, something may happen, however there is a lot of work across the country that will be affected by action and inaction. As has been experienced over the years there are little predictions to make, but just to have different scenarios laid out to react to whatever does happen.

Mayor Avedisian welcomes Ms. LeClerc to come provide the ATMS update. Ms. LeClerc states that she has finally received a meeting date with Xerox which is on April 1, 2014. Xerox states that they have a list of 18 open issues, not including the 5%, which are things that are yet to be done. Ms. LeClerc states that there is a difference of opinion on what training has been completed and what hasn't so that is being discussed as well. Ms. LeClerc states that RIPTA is developing a proposed timeline which is not ideal however, November 1, 2014 she believes is a realistic date based off of the number of things that are still outstanding.

There is a date of April 1, 2014 requiring all drivers to log in and use ATMS. Dispatching and Street Supervisors will all begin using the system. The majority of that functionality is in place for the route and schedule adherence which will help the Planning Department for scheduling the next choose up. After a discussion with Jim Schreffler from Xerox Ms. LeClerc does not think May 23 is a realistic date for ATMS related training to be complete. She does have a new project manager from the Xerox side who is from a higher level position within the company. About 20% of the drivers still need training. Many of these drivers have difficult schedules which make grouping them into classes difficult, but Training and Operations are arranging different class times and/or job coverage to ensure these drivers are trained as soon as possible. There is also a percentage of our drivers still out on long term sick and will need to be trained as soon as they return. Lastly, maintenance, AVA and system administration training still needs to be scheduled.

Mr. Studley states that there are two issues regarding the training. The first being Xerox training our trainers and then the scheduling of the trainers training the drivers. Trying to get as much functionality as possible to get the system up and running and then tackle the 5% issue after.

Ms. LeClerc states that the test in Kennedy Plaza is on its way however, there were a number of sim cards that did not work. The cards have been tested and now this is in negotiations as well. The timing of Kennedy Plaza being re-designed will also play a role in this. It does not make sense to install everything in Kennedy Plaza to just have to uninstall and move it.

Mr. Williams asks that when the April 1st meeting takes place would Ms. LeClerc have a better idea of what steps are needed to move forward and a time line. Ms. LeClerc responds that she thinks it may take a few meetings. There seems to be discrepancies on what still needs to be completed.

Mr. Williams states it would be great to get to this point where both RIPTA and Xerox are in agreement and can move forward.

Ms. LeClerc states that they are starting from scratch so to speak with her new to this project along with their new project lead. Mayor Avedisian thinks that is a good idea and thinks things are finally going in the right direction.

Mayor Avedisian welcomes Ms. Pettine to come provide the COA Update. Ms. Pettine states that the team is well underway putting everything together for the June Choose up.

Another dozen or so routes will be changed that is approximately the same number of routes touched in January as well. Once these are complete the majority of the system will be post COA with only a handful left to go for the fall. The two biggest route changes coming up in June are Route 1 and the implementation of the R-Line. In relation to these upcoming changes there a couple of Public meetings coming up. There is a public meeting with Representative Edwards about adding service to Tiverton. This will be done on the new express route 61X. The other public meetings are in regards to RIPTA making a service reduction. This June staff is looking to eliminate weekend services on Route 32 and in the fall eliminate Sunday service on Routes 73 and 80. Public hearings will be held both during the day and in the evening in East Providence. This is not a cut in service for the system however it is a cut in service on those routes. However, by eliminating the weekend service on route 32 we are able to use those resources to add Sunday service to both route 13 and 17. 17 is a Key Corridor route with no Sunday service and needs this service added. Route 13 has received a lot of changes this past fall and the riders have asked for service on Sunday.

Ms. Pettine states that RIPTA has received permission to go to South Attleboro for June so Route 1 will be extending to the South Attleboro Train Station, along with Route 35. The 61X service will be servicing the Fish Road Park and Ride and then will be linking up at the Roger Williams University and that would connect to Route 60. So, anyone working in Newport from the Tiverton area can go in that direction and if they need to go to Providence they stay on the 61X. 61X will also serve the College Hill area first before heading downtown.

Mayor Avedisian states that the conversation with Representative Edwards went very well and he is now sponsoring legislation on behalf of RIPTA.

Ms. Holland McDuff asks what the changes are to Route 34. Ms. Pettine states that it is timing related. Ms. Pettine can get Ms. McDuff more detailed information on this.

Mayor Avedisian asks Ms. Pettine to move on to the R-Line update. Ms. Pettine states the R-Line is coming in June and staff will provide monthly updates. There will be four Community Meetings held in April. During the signal work that was done last year it was brought up that those businesses affected wanted more information. RIPTA is sending out letters to all property owners along the R-Line letting them know about the meetings, and answer any questions they have in relation to this.

Mayor Avedisian asks Mr. Therrien to provide the Ride No-Show Policy Update. Mr. Therrien states that last November he had presented the new policies and Mr. Gleason had informed Mr. Therrien that this had to go through the Administrative Procedures process. There was a Public hearing in January and four people attended and they were all members of the Accessible Transportation Advisory Committee and they were all in support of it.

Mayor Avedisian asks if this is something the Board has to approve and Mr. Gleason responds that due to the fact it went through the process the Board can just acknowledge it. Mayor Avedisian states that back in the fall the first of a number of policies came before the Board for adoption and it was a little premature to vote on it. It was setting forth what happens when the Ride Program goes out and someone is not there and setting forth how this will be managed and dealt with. It has gone through all the processes it had to go through and he is looking for a motion to approve the policy.

Mr. Ginaitt makes a motion to approve the No-Show Policy. Director Lewis seconds the motion and it passes unanimously.

Mayor Avedisian states that in the Board packet there is a letter from the Accessible Transportation Advisory Committee (ATAC) regarding Kennedy Plaza and asks Mr. Therrien to elaborate on this. Mr. Therrien states that this committee has monthly meetings and RIPTA ran through the plans for Kennedy Plaza as it is evolving and they chose to write a letter to the Board regarding their concerns. They gave four; traveling on the steep hills to access the proposed bus stops on Exchange Terrace, the type of materials used on the path walkways in the park, maintenance of the paths in the park and the large hill accessing Exchange Terrace and lastly, confirmation that the new walkways in and around Kennedy Plaza will be even surfaces. Mr. Therrien states that these are their concerns and they wanted to share them with the Board Members.

Director Lewis asks Mr. Therrien if the Grade of the Slope meets ADA. Mr. Therrien responds that it probably does not at this time. Mr. Therrien also mentions that there will be berths at both the top and bottom of the hill.

Mayor Avedisian states that the Board will have discussions on responding to ATAC on their concerns and making sure that they know that their concerns have been heard as the process moves forward.

Mayor Avedisian asks Mr. Studley if there is anything he would like to highlight in the CEO Report this month. Mr. Studley responds that expenses remain to be down. Brian Daniels from OMB will be back again April 4, 2014 to go over Customer Service and R-Line performance measures.

Mr. Durkee states that the regular time is under by a couple million dollars; however the overtime has spiked, is this in regards to the 618 Union negotiations? Mr. Studley responds that the overtime has spiked because there have been 12-13 retirees from the Fixed Route side over the past two months. In order to fill those spots drivers are taken from the Paratransit side and brought over to the Fixed Route. However, the training is extensive and takes time to complete so in the meantime the overtime increases. RIPTA is working on a program where the Paratransit drivers will be trained prior to retirements and then back fill the Paratransit side which is much more cost effective.

Mayor Avedisian asks if there is an update on the potential TransPro Contract that was brought before the Board last month. Mr. Studley responds that there are other options that they are looking at. Mr. Hannon states that both RIPTA and TransPro agreed that any fees associated to savings that would come out of their implementation would come out of actual savings and that would be in the contract. There is a 90 day implementation period where TransPro would come in and evaluate each department and try to come up with a good savings plan and during that 90 day period hoping to get federal funds to pay them for those upfront costs related to the evaluation and if that is found then the actual fee would be based on actual savings. One of things Mr. Studley and Mr. Hannon discussed was waiting another month to see if the federal funds can be found. Mr. Hannon spoke with Mr. Aesch this morning and will follow up with him and make sure that RIPTA is not already tapping into the federal funds already.

Mr. Williams asks if there were any reason why the Passenger Revenue spiked in February and Mr. Studley responds that is a combination of the Try Transit Program, kids going back to school and the weather. This fiscal year the ridership is up 6%.

Mr. Hannon states that one of the things he and Ms. DiLauro have looked at for legislative hearings coming up is to compare the last few years of actual price per gallon for gas versus what the diesel fuel is and there is an obvious noticeable spike in both. They believe that the price per gallon of gas does correlate to increased ridership which results in less gas tax revenue. That along with the rising diesel cost has negatively impacted the Authority.

Mayor Avedisian states that with the R-Line coming and when people realize that they can get where they need to go quickly there will be a greater demand for more R-Lines and then more riders.

Mr. Studley also states that with all the implementations of the COA going on the system is more efficient and he believes that is another reason for increased ridership.

Mr. Durkee asks if there have been any further discussions on the school bus issue and Mayor Avedisian states the Ms. Pettine and Mr. Therrien did have a meeting last week on this and he believes there are still a lot of issues and work to be done regarding how many more kids changing it from 3 miles to 2 miles, how much would this cost, who will pay for it, how many more buses are needed, how to stagger the start times are all concerns that are brought up. Ms. Pettine states that they met at the staff level with Providence Schools and attended an evening meeting with student union organizers with a lot of elected officials and representatives.

With no further questions or comments on the CEO Report, Mayor Avedisian moves on to agenda item four.

Agenda Item 4: RFP: 14-13 Workers Compensation Counsel

Mr. McGrane states that the RIPTA Board of Directors is requested to award a contract to Hanson, Curran, LLP of Providence, RI to provide Workers' Compensation Defense Counsel Services to the Authority. The estimated annual cost of this contract, based upon historical expenses is \$40,000. The request for Proposals was issued on January 10, 2014. It was advertised via the electronic media. Proposals were received on February 12, 2014. Three firms submitted proposals. A proposal evaluation committee meeting was held on February 20, 2014. The committee recommends awarding the contract to Hanson, Curran, LLP.

Director Lewis makes a motion to award the contract to Hanson, Curran, LLP. Mr. Durkee seconds the motion and it passes unanimously.

Agenda Item 5: Procurement of Stacker System for Chafee Stockroom

Mr. Chadwick states that the RIPTA Board of Directors is requested to award a contract to Rhode Island Correctional Industries to supply, deliver and install Stacker Shelving System for the Chafee Building Stockroom. The cost of this contract is not to exceed \$125,020.

The purpose of this system is two-fold. One, it will allow for a significant increase in storage space without altering the footprint of the building itself. This will allow more inventories into the main stockroom and remove it from less secure locations. Two, the shelving system will reduce the risk of injury to employees attempting to store/retrieve items at higher levels on older less-supportive shelving.

Mayor Avedisian states that once this system is in place the inventory will be in one location and this is the beginning of an inventory control system and Mr. Chadwick responds yes it is and this is the main core component of that security.

Director Lewis asks what the schedule is for when this would be installed. Mr. Chadwick responds that it is a 6-8 week window once RIPTA gives the go ahead to move forward.

Mr. Durkee asks if Stacker is a company. Mr. Chadwick responds that Ridg-U-Rak is the company that makes it and it is a Stacker System. This was the most appropriate unit for what RIPTA needs.

Director Lewis makes a motion to award the contract to Rhode Island Correctional Industries. Mr. Durkee seconds the motion and it passes unanimously.

Agenda Item 6: RFP: 14-11 On-Call TSP Engineering and Maintenance

Ms. Pettine states that the RIPTA Board of Directors is asked to award a contract to Vanasse Hangen Brustlin in the amount of \$70,500 for one year with the option to extend annually up to four additional years for a total of five years for Transit Signal Prioritization (TSP) on-call engineering and maintenance. Work under this contract will include an annual field review of the TSP system, traffic operational analysis, on-call field reviews troubleshooting, training of staff, and attendance at meetings related to TSP as representatives of RIPTA. Mr. Williams asks if there is any increase in rate with this contact verses what their contract is now. Ms. Pettine states that she believes the hourly rate is comparable to what is being paid out now. Mr. Ginaitt asks if first responders take priority with this system and Ms. Pettine responds yes. Mr. Studley states that Providence can tap into the system; however they have not purchased any of the physical equipment though. Ms. Pettine states that RIPTA is only programming for the technology for RIPTA's purposes. Mayor Avedisian states that the Opticom System would work with it.

Mr. Ginaitt makes a motion to award a contract to Vanasse Hangen Brustlin as presented today. Ms. Martin seconds and it passes unanimously.

Agenda Item 7: RFP: 14-17 Installation of Transit Shelters & Amenities-R-Line

Ms. Pettine states that the RIPTA Board of Directors is asked to award a contract to Tower Construction in the amount of \$561,142 for the installation of shelters, passenger amenities, signage, and striping at 52 bus stops along the R-Line in Providence and Pawtucket. This amount includes a 15% contingency. RIPTA did receive two bids for this and she is excited it came in under what the initial estimates were. The funding for this project is three transit enhancements grants with match provided by the City of Providence and by the City of Pawtucket.

Mayor Avedisian asks when the installation would start and Ms. Pettine is hoping for as soon as the weather warms up, and would love for it to coincide with the June opening and aim for May in hopes that it can be done in time; however realistically should be finishing up by the June Service Changes.

Mayor Avedisian states that once people start seeing the amenities it really will change the attitudes out there because there is still that concern that this is all idealistic and this will make it real for everyone.

Ms. Martin asks if Tower Construction is a Rhode Island company and Ms. Pettine responds yes it is.

Mr. Williams asks Ms. Pettine if the difference between the proposal and the amount of the contract is the contingency and Ms. Pettine responds yes it is a 15% contingency.

Ms. Holland McDuff asks that special care and consideration of installation is had to preserve the wonderful art work on these shelters.

Mr. Durkee makes a motion to award the contract to Tower Construction as presented today. Mr. Williams seconds the motion and it passes unanimously.

Agenda Item 7: RFP: 14-15 Reward Based Ride Matching System

Ms. Pettine states that Commuter Resource is a program that is administered through RIDOT and staffed through RIPTA. It is a CMAQ funded program and the intention of this program is to reduce single occupancy vehicle use and basically get cars off the road and reduce congestion on the roads. The Commuter Resource Team at RIPTA promotes programs like UPASS, EcoPass, Carpooling, Ride Sharing and bike improvements to mention a few. Ms. Pettine states that she is requesting the Board of Directors to award a contract to NuRide, Inc of Essex, CT to supply an online Reward Based Ride Matching System. The annual cost of this contract is \$24,000. This is a one year contract with up to four annual renewal options to be exercised at the sole discretion of the Authority. For a long time RIPTA has been using a program called Alternet Rides, but basically this new system is a reward or incentive based program, incorporating a social media-like platform, mobile technology, and you can earn points for taking the bus, carpool or commuter rail. This incentive will make ridesharing and transit easier to promote and more attractive to Rhode Islanders.

Mr. Durkee makes a motion to award a contract to NuRide, Inc as presented today. Mr. Williams seconds the motion and it passes unanimously.

Agenda Item 8: Adjournment

Mr. Harrington states that he commends Mr. Studley and Mayor Avedisian for taking that walk with the children to see what they do every day to get to and from school.

Mayor Avedisian states that there will not be a need for Executive Session today and he asks for a motion to adjourn the meeting.

Mr. Durkee makes a motion to adjourn the meeting. Mr. Williams seconds and it passes unanimously.

Respectfully submitted,

Marie DiToro
Recording Secretary