



Birmingham-Jefferson County Transit Authority  
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## **Report to the Board Program Development Committee**

Wednesday, April 15, 2009

**Opening:** The meeting was called to order by the Committee Chairman, Ronald Lyas, at 12:25 p.m. in the Executive Briefing Room, located at Central Station, 1735 Morris Avenue, Birmingham, Alabama 35203.

**Members Present:** Ronald Lyas and Rev. Patrick Sellers

**Members Absent:** Doris Powell

**Others Present:** William Copling, Jacquese Gary, Barbara Lawson, Joi Scott, Ken Simon, and Collina Washington

**Adoption of the Agenda:** The agenda was adopted by general consent:

**Items for Information and/or Discussion - None**

### **Resolutions for Consideration and Recommendation –**

Mr. Lyas reported that the Committee had four (4) resolutions to consider and recommend to the full Board for its consideration.

- A. Resolution No. 2009-17 –** Authorization to Purchase and Replace Nine New Diesel Engines was moved by Rev. Patrick Sellers, seconded by Mr. Lyas, and forwarded to the full Board for its consideration.

**Discussion:** William Copling, Interim Executive Director, reported that the BJCTA currently has ten (10) vehicles that are out of service because the engines are worn beyond repair. The engines were rebuilt at some point; however, once again they are out of service. Mr. Copling requested that the Board approve funding that will replace the nine (9) diesel engines. The total cost of the engines will be \$131,926.16, of which the Authority will only be required to provide the 20% match (\$26,385.52). The BJCTA has approximately 83 fixed route vehicles. With 10 vehicles out of service, the BJCTA is currently operating at a loss of 10% of its fleet. Mr. Copling asked the Committee to approve the purchase so these vehicles can return to service.

**B. Resolution No. 2009-18** – Authorization to Purchase a New Compressed Natural Gas Engine was moved by Rev. Sellers, seconded by Mr. Lyas, and forwarded to the full Board for its consideration.

**Discussion:** Mr. Copling explained that the BJCTA has discovered that there is over \$300 million that could be accessed over a two (2) year period from the Congestion Mitigation and Air Quality (CMAQ) Improvement Program. CMAQ will provide 100% financing for any rehabs specific to Compressed Natural Gas (CNG) vehicles. This particular CNG vehicle is one of ten vehicles currently out of service. The BJCTA will propose a work plan for the remaining forty (40) CNG vehicles. The Procurement Department is currently working on a RFP that will be presented at a later time. Mr. Copling requested the Committee to give authorization to proceed with this purchase.

**C. Resolution No. 2009-19** – Resolution for Authorization for the Interim Executive Director to Enter into Contract with The Lewis Group to Provide Advertising & Public Relations Services for an Amount Not to Exceed \$84,000 was moved by Rev. Sellers, seconded by Mr. Lyas, and forwarded to the full Board for its consideration.

**Discussion:** Mr. Copling deferred the justification for this resolution to Ms. Collina Washington, Manager of Procurement. She reported that Procurement sent out the RFP on February 11, 2009 and five (5) vendors responded. An evaluation team met to assess and score each proposal. The Lewis Group ranked the highest with a score of 87.17; o2 Ideas ranked second with a score of 85.00; and Big Communications ranked third with a score of 77.83. The Lewis Group was evaluated as having the most responsible proposal. Ms. Washington recommended that the Committee present this resolution to the full Board for its approval for an amount not to exceed \$84,000a year. In closing, Ms. Washington brought it to the Committee's attention that in the FY 2009 budget there is only \$60,000 allocated for marketing and consulting services, therefore, an amendment to the budget may be necessary.

Rev. Sellers inquired about the corporate liaison position. Mr. Copling replied that the package had a couple of problems and had not been submitted for review to the Human Relations Committee. He stated the position, which would be a direct report to the Board, would be primarily responsible for doing outreach to the member cities and talking with some of the businesses whom the BJCTA currently engages in business with. The Board would establish the criteria. Ms. Washington said that based on paperwork of the RFP, the corporate liaison could work in conjunction with The Lewis Group to accomplish the overall goals of strategic planning of the Board.

**D. Resolution No. 2009-20** – Authorization to Purchase Fourteen (14) New Compressed Natural Gas Buses Contingent Upon Receipt of American Recovery

and Reinvestment Act (ARRA) Funds and Authorization by the Federal Transit Administration was moved by Rev. Sellers, seconded by Mr. Lyas, and forwarded to the full Board for its consideration with recommended changes.

**Discussion:** Mr. Copling stated that the BJCTA would be getting \$8.7 million dollars from the federal stimulus package to purchase buses. He advised the committee that Chairman Chris Lewis directed him to make modifications to the initial plans to purchase the buses. The \$8.7 million dollars would have allowed the BJCTA to purchase twenty (20) transit buses. However, Mr. Lewis' modifications to the plan reduced the number of buses from twenty (20) to fourteen (14). The BJCTA discovered that there is an existing contract under the Minnesota Department of Transportation where the BJCTA would be allowed to piggy back on their purchase order. The open purchase order would allow the BJCTA to forgo the RFP process and buy directly from the manufacturer.

Rev. Sellers asked Mr. Copling his thoughts on how many buses were needed to be purchased. Mr. Copling replied that twenty (20) buses were needed. Mr. Lyas asked how the resolution came from twenty (20) to fourteen (14). Mr. Copling answered that Chairman Lewis has a plan of implementing super stops and express bus service. However, Mr. Copling explained that there are some concerns regarding the operating expenses. Mr. Lyas interjected and said that if Mr. Copling wanted to request twenty (20) buses to the Committee, then he should arrange for the resolution to be reworded to reflect a change for the purchase of twenty (20) buses instead of fourteen (14) buses.

Rev. Sellers questioned if the BJCTA was working on a time schedule. Mr. Copling replied that the BJCTA has a document from the manufacturer that if a purchase order is submitted by June 2009, then the buses would be manufactured and on site by March 31, 2010. Purchase of the new buses, however, would be contingent upon Board approval and receipt of funds from the stimulus package.

## **Old Business – None**

## **New Business**

Rev. Sellers requested that the position of corporate liaison be pursued and presented to the Human Relations Committee.

Mr. Simon stated that in respect to Resolution No. 2009-20, there is a question that has arisen over the mechanisms of going through another state and vendor. He stated that they want to be satisfied from a legal standpoint that the Alabama bid law is not being bypassed. Ms. Washington will give counsel documentation to review.

**Adjournment** – The meeting was adjourned.

Minutes submitted by: Barbara Lawson, Administrative Assistant

Date: \_\_\_\_\_

Approved by: \_\_\_\_\_  
Ronald Lyas, Committee Chairman