



Safety & Security Committee

Open Meeting

Thursday, May 5, 2022 at 8:30 AM

Virtual Meeting

Headquarters Board Room

211 North Broadway, 6th Floor

St. Louis, MO, 63102



Safety & Security Committee Meeting -- May 5, 2022 at 8:30 AM

Notice of Meeting and Agenda

| | | |
|---|-------------|------------------|
| 1. Call to Order | Approval | Chair Simmons |
| 2. Roll Call | | M. Bennett |
| 3. Public Comment | Information | Chair Simmons |
| 4. Approval of Minutes of the March 10, 2022, Safety & Security Committee, Open Meeting | Approval | Chair Simmons |
| A. Draft Minutes - March 10, 2022 - Safety & Security Committee, Open Meeting - 3 | | |
| 5. Design Solicitation Authorization for Professional Engineering Services – MetroLink Secure Platform Plan | Approval | K. Scott |
| A. Briefing Paper - 9 | | |
| B. Secure Platform Project Presentation - 10 | | |
| 6. Update: CCTV Upgrades and Police Department Feeds | Information | D. Curry |
| 7. Unscheduled Business | Information | Chair Simmons |
| 8. President/CEO Report | Information | T. Roach |
| 9. Call for the Dates of Future Board & Committee Meetings | Information | M. Bennett |
| 10. Motion to Move to Executive Session | Approval | Chair Simmons |
| If such action is approved by a majority vote of The Bi-State Development Agency's Board of Commissioners who constitute a quorum, the Board may go into closed session to discuss legal, confidential, or privileged matters pursuant to Bi-State Development Board Policy Chapter 10, Section 10.080 (D) Closed Records: Legal under §10.080(D)(1); Personnel under §10.080(D)(3); Security under §10.080(D)(11); and Rail, Bus, or Facilities Safety and Accidents under §10.080(D)(16). | | |
| 11. Reconvene to Open Session | Approval | Chair Simmons |
| 12. Adjournment | Approval | Chair Simmons |

**BI-STATE DEVELOPMENT
SAFETY AND SECURITY COMMITTEE MEETING
(VIRTUAL MEETING VIA ZOOM)
OPEN SESSION MINUTES
March 10, 2022
8:30 AM**

Committee Members Participating via Zoom

Rose Windmiller – absent
Vernal Brown – absent
Fred Pestello – absent

Herbert Simmons, Chair
Derrick Cox
Irma Golliday – absent

Other Commissioners Participating via Zoom

Sam Gladney
Nate Johnson (joined at 8:31 a.m.)

Terry Beach
Debra Moore

Staff Participating via Zoom

Taulby Roach, President and Chief Executive Officer
Brenda Deertz, Director of Executive Services
Myra Bennett, Manager of Board Administration
Tom Curran, Executive Vice President Administration
Kevin Scott, General Manager Security
Andrew Ghaissi, General Manager Safety, Chief Safety Officer
Darren Curry, Assistant Executive Director, Transit Assets

Others Participating via Zoom

Lisa Stump, Lashly & Baer
Captain Pete Morrow, Joint Task Force

1. Open Session Call to Order

8:30 a.m. Chair Simmons called the Open Session of the Bi-State Development Agency, Safety and Security Committee Meeting to order at 8:30 a.m.

2. Roll Call

8:30 a.m. Roll call was taken, as noted above.

3. Introduction of Captain Pete Morrow, Joint Task Force

8:31 a.m. Kevin Scott, General Manager Security, noted that there has been a change in structure within the St. Louis County Police Department. As such, Captain Pete Morrow will now serve as the new Police Captain for the Joint Task Force, working out of the Delmar Facility. Mr. Scott

welcomed Captain Morrow to the team. Chair Simmons asked if Captain Morrow had been briefed on the issues related to the Dispatch Center, and Mr. Scott confirmed that he has been updated. President/CEO Roach welcomed Captain Morrow to the team, and noted that moving forward to increase communications is the major goal.

4. Public Comments.

8:34 a.m. Myra Bennett, Manager of Board Administration, noted that no public comments were received for today's meeting.

5. Approval of the Minutes of the August 12, 2021, Safety and Security Committee, Open Meeting

8:34 a.m. Chair Simmons noted that the minutes of the August 12, 2021 Safety and Security Committee, Open Meeting, were provided in the Committee packet for review. He asked if there were any corrections to the meeting, and being none, a motion to approve the minutes as presented, was made by Commissioner Cox and seconded by Commissioner Beach.

The motion passed unanimously.

6. Contract Award – License Monitoring Program

8:35 a.m. A briefing paper was provided in the meeting materials, regarding a request that the Committee accept, and refer to the Board of Commissioners for approval, a request to authorize the President & CEO to award a contract to Embark Safety, for driving license monitoring services, in the not-to-exceed amount of \$129,279.35. A presentation regarding this item was provided by Tom Curran, Executive Vice President Administration, noting that the Bi-State Development (BSD) Safety Department is responsible for monitoring motor vehicle driving records for new moving violation activity and driving license status changes for Metro drivers. He reported that Solicitation 22-RFP-291011-MD – License Monitoring Program Services was issued on December 15, 2021, and the request for proposals was advertised in BSD's iSupplier Portal. Mr. Curran stated that, in response to the solicitation, one (1) proposal was received, from Embark Safety. The proposal was forwarded to an evaluation team, composed of staff from BSD's Safety Department, and was scored according to the technical evaluation criteria, specified in the solicitation package. He reported that, upon review and evaluation of both the technical and cost proposal received from Embark Safety, the following was determined:

- Embark Safety's web-based application demonstrates the ability to track, archive and report any moving violation activity along with a date/time stamp of the client's acknowledgement of the incidents. Driver rosters are able to be uploaded and maintained, while easy tools allow for adding/deleting drivers, as well as moving them between divisions.
- Embark's technical proposal meets the requirements for providing a driver monitoring and reporting system that continuously monitors driving records for new moving violation activity and license status changes.

Mr. Curran noted that the Contracting Officer conducted a survey of potential sources that chose not to submit a proposal, and the following reasons were noted: 1) The scope of services does not pertain to their organization; 2) Indicated that their organization will not participate; and 3) Did

not return the required documents needed in order to update their vendor profile in iSupplier. Mr. Curran stated that Embark Safety's cost proposal was compared to the Independent Cost Estimate (ICE), prepared by the Safety Department, as well as the firm's previous cost proposal submitted under contract 16-RFP-103214-MD License Program Monitoring, and the cost proposal was less than the cost estimate for the project.

Commissioner Cox asked what types of issues are reviewed under the license program monitoring. Mr. Curran stated that it would monitor motor vehicle driving records for any new moving violation activity and license status changes for Metro drivers, such as speeding tickets, failure to renew license, etc. Chair Simmons asked how often these types of incidents are discovered. Mr. Curran stated that he is unsure of the number of incidents in the past. Andrew Ghiassi, General Manager Safety, stated that the new system will provide real-time notifications, including those for employees who hold a CDL. Commissioner Cox asked for clarification, that the amount of \$129,279.35, covers the entire 5-year period of the contract. Mr. Curran verified that it does cover the entire period of the contract, and that the cost was based on a "per employee" cost.

A motion to approve the item, as submitted, was made by Commissioner Cox and was seconded by Commissioner Moore.

The motion passed unanimously.

7. Update – Chestnut Health

8:40 a.m. Kevin Scott, General Manager Security, welcomed Commissioner Moore to the Board. He noted that a pilot program was developed in April 2020 by the St. Clair County Transit District (SCCTD), in which two counselors from Chestnut Health began engaging the customer base, and connecting those customers in need to services. He noted that Ken Sharkey, Executive Director, SCCTD, was instrumental in developing this program. Mr. Scott stated that staff saw a need for these services for Metro Transit customers as well; therefore, they expanded the services provided by Chestnut Health to Metro Transit, to ensure services were being offered on both sides of the river. He noted that the Board approved this pilot project, to offer services at the North Hanley and Civic Center locations. Mr. Scott reported that services are currently being provided at the Civic Center location, with plans to expand to the North Hanley station within 30-60 days. He noted that oversight for both the St. Clair County Transit District and Metro Transit projects is the same, and they will be looking at the qualitative and quantitative results of the program. Mr. Scott stated that the Agency is excited about this program, and welcomed the Commissioners to visit these locations and see the program in action. He stated that Metro Transit is taking a holistic approach to public safety, and this component is vitally important.

Commissioner Moore asked how the Counselors engage the ridership, and asked if they were in an office or if they ride the train. Mr. Scott stated that the Counselors are actively engaging the customers. He stated that they ride the train and offer support on site. He noted that this is a customer and community based approach. Chair Simmons noted that \$353,000 was approved for this project, and asked if this cost covers both of the facilities and how the funding is allocated. Mr. Scott stated that the cost covers services at both facilities, and is funded by Bi-State Development funds. Chair Simmons noted that grant funding may be available for this program, and if so, he asked if grant funding would include the SCCTD program as well. Mr. Scott stated that it is his hope to make this into one, cohesive program, with grant funding provided to cover

those costs. He noted that, as stated previously, in order for this to happen, the Agency will need to show the positive impact of the program, including quantitative and qualitative results.

(This item was provided as information only.)

8. Update – Camera Feeds and Bandwidth – St. Clair County

8:53 a.m. A presentation regarding this item was provided by President/CEO, Taulby Roach. He thanked Chair Simmons for his involvement with this initiative. Mr. Roach noted that the current bandwidth is not enough to manage the system, and he asked Darren Curry to provide an overview of the technical aspects of this issue. Darren Curry, Assistant Executive Director, Transit Assets, gave a brief overview of this item, noting that the bandwidth needs to be increased throughout the MetroLink alignment, and the Agency is focusing on St. Clair County, in order to assist with 911. He noted that some fiber will need to be upgraded or replaced, as part of this project. Chair Simmons stated that this upgrade will allow the Agency to have feeds into the four, 911 centers in St. Clair County and to allow monitoring of platforms and parking areas. Mr. Curry also added that construction has begun at the Compton and Spruce Facility (Main Shop) for the real time camera center, noting that it is also the intent to move Public Safety Dispatch.

(This item was provided as information only.)

9. Unscheduled Business

8:58 a.m. There was no unscheduled business.

10. President/CEO Report

8:59 a.m. President/CEO, Taulby Roach, stated that the project to provide video feeds to the 911 centers is about resources and collaboration, and he noted that this idea was championed by Chair Simmons. He thanked Chair Simmons for that effort.

Mr. Roach gave an update on the Safe Platforms Project, noting that \$10.7 million of private sector funding has been pledged. He noted that the team will be moving to the next phase in the process, which will be the design. He reported that a design team will be formed, which will include representatives from the various jurisdictions. Mr. Roach noted that the fiscal year 2023 budget will be presented at the Audit, Finance & Administration Committee meeting next week. He noted that, when presenting the budget to each jurisdiction, he will also be presenting the general funding plan for the Safe Platform Project. He stated that the preliminary estimate indicates a cost of \$52 million, along with the funding sources. Mr. Roach stated that this will be presented to St. Clair County, St. Louis County and St. Louis City, and each jurisdiction will have input on the project at that time. He noted that advanced funding is already in place in St. Louis County, for this project, from a bond refinance that was completed approximately 18 months ago. Mr. Roach reported that he will be speaking to the internal team, and will be naming a specific project manager in the near future. He stated that this is going to be a major change to MetroLink. The curb appeal will change dramatically, and Security will be embedded in the entire process.

Mr. Roach stated that a MetroLink single car, pilot program is moving forward, as single cars are easier to secure and monitor. In addition, he noted that the area and ridership are changing, and that the Agency must have the courage to change, be responsive, and provide the services requested by our customers.

Commissioner Cox stated that he is glad to see that the Agency is moving forward with the pilot program for single cars, and he is excited about the Safe Platform Plan. Commissioner Moore stated that as a former, heavy user of MetroLink, she always wondered why a single car system was not used, as they are much easier to secure. She stated that she is happy to see this moving forward. President/CEO Roach stated that he received input from City and County law enforcement that, during the ice storm, moving to the single cars made a huge difference in being able to provide better security; we are responding to their input.

(This item was provided as information only.)

11. Call for the Dates of Future Board & Committee Meetings

9:08 a.m. Ms. Bennett informed the Committee of upcoming meetings as follows:

| | | |
|--|------------------------|---------------|
| Operations Committee Meeting: | Friday, March 18, 2022 | 8:30 AM |
| Audit, Finance & Administration Committee: | Friday, March 18, 2022 | Following OPS |
| Board of Commissioners Meeting: | Friday, April 22, 2022 | 8:30 AM |

12. Motion to move Executive Session

9:09 a.m. Chair Simmons requested a motion to allow the Committee to move into closed session as permitted under Bi-State Development Board Policy, Chapter 10, Section 10.080, (D) (1) – Legal, (D) (11) – Security, and (D) (16) – Rail, Bus or Facilities Safety and Accidents.

A motion to move into Executive Session was made by Commissioner Cox and seconded by Commissioner Moore. A roll call vote was taken as follows:

| | |
|--------------------|-----------------------|
| Nate Johnson – Yea | Herbert Simmons – Yea |
| Sam Gladney – Yea | Derrick Cox – Yea |
| | Debra Moore – Yea |
| | Terry Beach – Yea |

The motion passed unanimously, and the Committee moved into Executive Session at approximately 9:10 a.m.

13. Reconvene to Regular Meeting

9:39 a.m. The Committee reconvened to the Regular Meeting at approximately 9:39 a.m.

Chair Simmons asked for a motion to approve the minutes of the August 12, 2021, Security Subcommittee, Executive Session Meeting, as presented, as a closed record. The motion was made by Commissioner Cox and was seconded by Commissioner Gladney. The poll of the Board being:

| | |
|--------------------|-----------------------|
| Nate Johnson – Yea | Herbert Simmons – Yea |
| Sam Gladney – Yea | Derrick Cox – Yea |
| | Debra Moore – Yea |
| | Terry Beach – Yea |

The motion passed unanimously.

14. Adjournment

9:40 a.m. Chair Simmons asked if there was any further business; being none, Commissioner Cox made a motion to adjourn the meeting. The motion was seconded by Commissioner Johnson. Unanimous vote in favor was taken. The motion passed, and the meeting was adjourned at approximately 9:40 a.m.

Deputy Secretary to the Board of Commissioners
Bi-State Development

From: Taulby Roach, President and CEO
Subject: **Design Solicitation Authorization for Professional Engineering Services –
MetroLink Secure Platform Plan**
Disposition: Approval
Presentation: Kevin Scott, General Manager Security

Objective:

To present to the Safety and Security Committee for discussion and approval, a request to solicit proposals for professional engineering services, related to the design of the MetroLink Secure Platform Plan.

Background:

To recognize the region’s call for a more secure light rail system and strengthen confidence in MetroLink, Metro Transit would like to create centralized, highly secure customer entrances on platforms that marry security focused access control with enhanced Fare Media and Closed Circuit Television technology, complementing security personnel deployments.

In 2017, Metro Transit issued a Task Order to their General Engineering consultant (Jacobs Engineering) to explore installing fencing and gates at MetroLink stations. Jacobs Engineering developed preliminary concepts and an initial cost estimate, presented in a report titled “System Barrier Study Report.”

In the fall of 2021, Metro Transit issued Task Orders to their current general engineering consultant (WSP) to further the conceptual designs, investigate barrier and fencing types, as well as perform an Emergency Egress Study to ensure passenger safety was accounted for once the additional barriers and fencing were installed. The work products for these Tasks Orders included 10% level concepts, which encompassed building code compliant egress requirements. This work was completed in December, 2021.

Analysis:

Metro Transit would now like to solicit proposals from qualified engineering design firms to perform the final design of the security barrier gates, fencing, and camera installation.

Committee Action Requested:

Project leadership is seeking the Committee’s approval to move forward with solicitation of design proposals, the evaluation of said proposals, and the selection of a design firm to develop final plans for the Secure Platform Plan.

Funding Source:

Funding provided from grants and local funding sources.

SECURE PLATFORM PROJECT

April 26th, 2022

OVERVIEW

WHAT

To create centralized, highly secure customer entrances that use a new fare media system to enhance customer experience and improve access to Metro tickets and passes throughout the region.

WHERE

The project will be implemented at all 38 MetroLink stations and includes gates, fencing, and cameras to enhance BSD's safety and security program.

WHY

To recognize the community's call for a more secure system and to strengthen the region's confidence in BSD's transit asset.

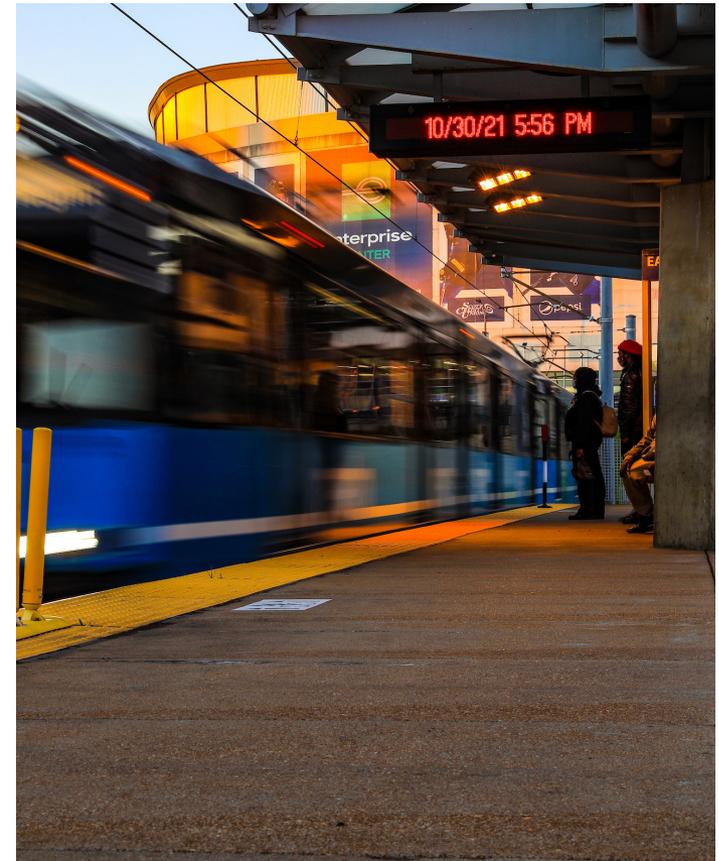
Timeline Milestones

In 2017 a System Barrier Study was completed by Jacobs Engineering. The study yielded a cost estimate for the design and implementation to retrofit barriers throughout the MetroLink system. The study has since been superseded.



DESIGN RFP TIMELINE

| <i>Procurement Event</i> | <i>Timeline</i> "Tentative" |
|--|--------------------------------|
| Proposal due date from supplier | June 3rd, 2022 |
| Design review task force including the PA complete reviews | June 14th, 2022 |
| Documentation, negotiation and contract award | July 14th, 2022 |
| Kick off meeting to be scheduled with awarded supplier | Week of August 1st, 2022 |



DESIGN SCOPE OF WORK

REFERENCE STANDARDS

- NFPA 130 Egress Requirements
- Metro Design Manual 2008 (System Wide Design Criteria)
- Metro's CPTED Manual 2020
- ADA Accessibility Requirements

SCOPE DELIVERABLES

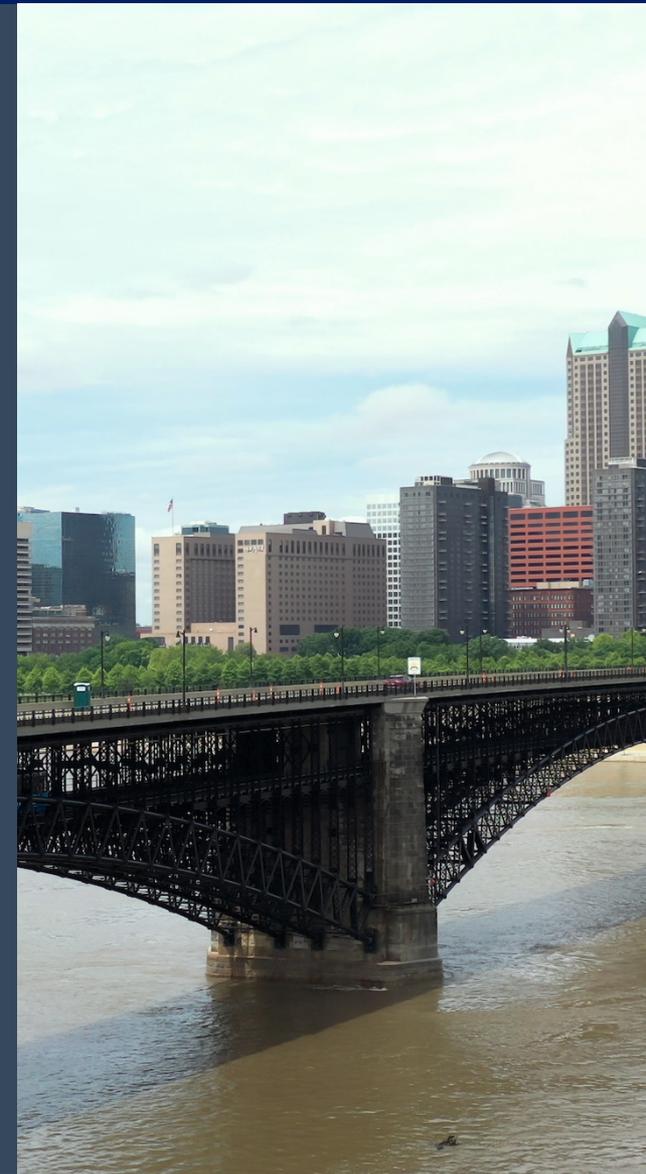
- Project Management Plan-Establishes Roles and Responsibilities
- Project Schedule
- Monthly Progress Reports
- Existing Conditions Evaluation Report
- Design Requirements Document
- Conceptual Plans-10%, 50%, 90%, 100% with Design Narratives and Visual Aids
- Utility Coordination Requirements
- Technical Specifications
- Cost Estimate
- Construction Bidding Support Services
- Design Support During Construction



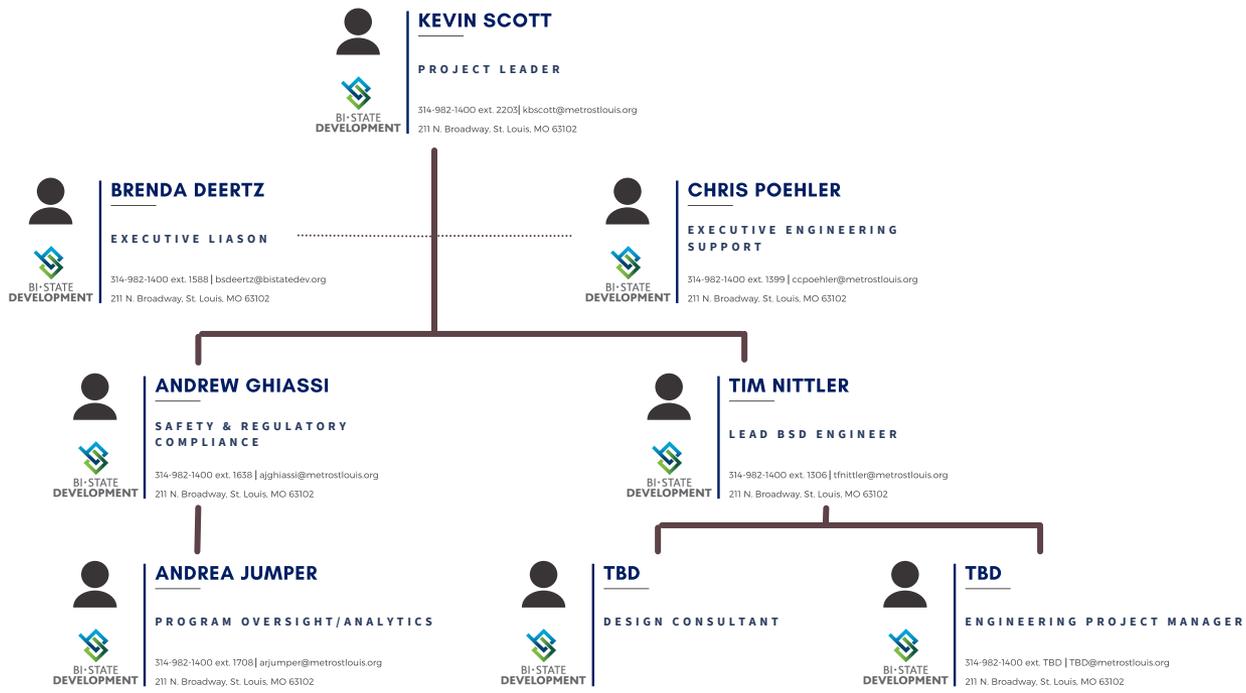
DESIGN SCOPE OF WORK

HIGHLIGHTS

- Provide Fare Collection Gates at Each Station
 - Equipped with readers for cards, TVM tickets and mobile phone barcodes.
 - SCADA System Integration-gate unlock feature
- Provide Ticket Vending Machines at Each Station
- Provide Passenger Assist Telephones at the Entrance of the New Gates and Ticket Vending Machines
- Provide Additional CCTV Cameras
 - One Camera Per Gate on the Outbound Side (Facial Recognition Capable)
 - One Camera Per Gate on the Inbound Side (Video Analytic Capable)
 - One Camera for Overall Gate Viewing
 - One Camera for Overall People Viewing
 - One Camera per Ticket Vending Machine and Validator
- Provide Fare Gate Canopies for Each Array to Protect the Fare Devices
- Provide Fencing
 - As Needed Station Area Fencing
 - As Needed Alignment Fencing



PROJECT LEADERSHIP ORG CHART



BSD FUNCTIONAL SUPPORT

- Security
- Emergency Management
- Safety
- Procurement
- Engineering
- Maintenance of Way
- Communications
- SCADA Specialist Support
- Passenger Revenue
- Grants
- Metrolink Operations
- Facility Maintenance
- Transit Assets
- Training

PROJECT WORKING GROUPS

DESIGN RFP REVIEW TASK FORCE

- Reviews RFPs and recommends the designer.

FARE COLLECTION, TVM AND SCADA INTEGRATION TASK FORCE

- Integrates the Fare Collection System, TVMs and Gates with Metro's SCADA System.

CONSTRUCTABILITY REVIEW TEAM

- Provides input and direction for all project construction related activities.

PEER REVIEW TEAM

- Reviews the conceptual reports (10%-100%) and addresses SCADA integration activities.
- Confirms all physical access control/CCTV features.

SAFETY AND SECURITY CERTIFICATION REVIEW TEAM

- Determines maximized fencing and camera placement and video analytic needs.
- Recommends the fare gate type for maximum security.
- Conducts the PHA/TVA.
- Certifies the project for safety and security requirements.



CONTACT

PROJECT LEADER

Kevin Scott—General Manager of Security, BSD

- All SPP related activity will be coordinated through the Project Leader

EMAIL ADDRESS

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