

**BI-STATE DEVELOPMENT
OPERATIONS COMMITTEE MEETING
OPEN SESSION MINUTES
(Virtual Meeting)
March 18, 2022 at 8:30 AM**

Operations Committee Members participating via Zoom

Rose Windmiller, Chair
Derrick Cox – Absent
Irma Golliday
Vernal Brown
Terry Beach

Other Commissioners participating via Zoom

Herbert Simmons
Fred Pestello
Nate Johnson – Joined the meeting at 8:31 a.m.
Sam Gladney
Debra Moore

Staff participating via Zoom

Taulby Roach, President and Chief Executive Officer
Brenda Deertz, Director of Executive Services
Barbara Enneking, General Counsel and Deputy Secretary
Myra Bennett, Manager of Board Administration
Thomas Curran, Executive Vice President – Administration
Chris Poehler, Assistant Executive Director Engineering Systems
Charles Stewart, Interim Executive Director Metro Transit / Executive VP Organizational Effectiveness

Others participating via Zoom

Brett Runge, ASL Interpreter
Erin Stumpf, ASL Interpreter

1. **Open Session Call to Order**
8:30 a.m. Chair Windmiller called the Open Session of the Operations Committee Meeting to order at 8:30 a.m.

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

3. Public Comment

8:31 a.m. Chair Windmiller asked Myra Bennett, Manager of Board Administration, if any public comment cards have been received for today's meeting. No comments were submitted.

4. Approval of the Minutes of the January 28, 2022 Operations Committee, Open Meeting

8:31 a.m. Chair Windmiller noted that the minutes of the January 28, 2022, Operations Committee, Open Meeting were provided in the Committee packet, for review. Being no revisions, a motion to approve the minutes was made by Commissioner Beach and seconded by Commissioner Brown.

The motion passed unanimously.

5. On the Way with ADA: Fixed Route Incentive Program

8:31 a.m. A briefing paper was included in the meeting materials, presenting to the Operations Committee, for discussion, acceptance, and referral to the Board of Commissioners for permanent approval of the On the Way with ADA Program, allowing registered ADA Complementary Paratransit Eligible passengers to use MetroBus and MetroLink for no fare. Charles Stewart, Interim Executive Director Metro Transit, gave an overview of this item, noting that this pilot program began in June 2021, and has been a successful program, with over 600 participants. Chair Windmiller thanked staff for their work on this initiative. A motion to approve this agenda item, as presented, was made by Commissioner Moore and seconded by Commissioner Golliday.

The motion passed unanimously.

6. Contract Modification: Union Station Tunnel Rehabilitation Consultant Services

8:34 a.m. A briefing paper was provided in the meeting materials, requesting that the Committee accept, and refer to the Board of Commissioners for approval, authorization of the President & CEO to approve Contract Modification #5, for the continued design and construction phase services for the Union Station Tunnel, to Modjeski and Masters, in an amount not to exceed \$1,694,165.52, and extend the contract end date to May 1, 2026. Chris Poehler, Assistant Executive Director Engineering Systems, provided an overview of this issue, noting that this project is nearing the end of the design phase. He stated that the Board of Commissioners approved a not-to-exceed amount of \$4,500,000.00 at their September 23, 2016 meeting; however, due to the on-going negotiations with Union Station ownership, it has been necessary to significantly revise the design approach and construction sequencing of the Union Station tunnel project. Mr. Poehler noted that, in addition to completely changing the nature of the repairs, it has become necessary to break the overall scope of work into smaller packages and issue separate early work design and construction packages, while continuing the overall design of the entire tunnel rehabilitation. He stated that this allows for flexibility of the project.

Chair Windmiller stated that it is her understanding that the amount requested is in addition to the amounts previously approved by the Board, and asked for clarification of the funding source for the project. Mr. Poehler stated that the requested funds are in addition to the amount previously approved, noting that the funds would be covered by grant funding and a local match, through Proposition M funding. Commissioner Simmons asked what will happen if the grants are not approved. Mr. Poehler reported that the grant funding has already been approved.

A motion to approve this agenda item, as presented, was made by Commissioner Golliday and seconded by Commissioner Brown. **(Commissioner Gladney abstained from the vote.)**

The motion passed.

7. Single Bid Contract Award – Downtown Tunnel Repairs

8:38 a.m. A briefing paper was provided in the Committee packet, regarding a request for acceptance and referral to the BSD Board of Commissioners for approval, a request that the President & CEO approve the contract for construction for the repairs of the Downtown Tunnel to Kozeny-Wagner, Inc., in an amount not to exceed \$4,377,659.00. Chris Poehler, Assistant Executive Director Engineering Systems, gave an overview of this item, noting that on January 14, 2022, Bi-State Development received a sealed bid in response to Solicitation Number 22-SB-277987-DGR-Downtown Tunnel Repairs; however, only one bid from Kozeny-Wagner, Inc. was received in the amount of the \$5,469,690.00, which significantly exceeded the independent cost estimate of \$2,900,000. Since only one bid was received, bid documents allowed staff to convert the solicitation from a Request for Sealed Bids to a Request for Proposal 22-SB/RFP-277987-DGR to allow negotiations to occur between the contractor and BSD staff. Mr. Poehler stated that, during negotiations with the contractor, two major costs were identified that could be reduced: Standpipe Replacement and labor costs associated with the shortened workweek due to track time limitations. He reported that, based on increased flexibility in the workweek and reductions in the cost of the standpipe installation (which allows water to be piped from fire hydrants at the street level down into the tunnel in case of a fire), the contractor's bid was reduced to \$4,377,659.00, which includes a 10% contingency. He noted that staff feels that this bid is fair and reasonable.

Chair Windmiller asked the reasons for the discrepancy in the estimated costs. Mr. Poehler stated that the increased cost is primarily due to manpower and the restrictive time constraints for the project. He added that complicated, challenging projects such as this are often difficult to estimate.

A motion to approve this agenda item, as presented, was made by Commissioner Beach and seconded by Commissioner Brown. **(Commissioner Gladney abstained from the vote.)**

The motion passed.

8. Northside-Southside MOA

8:43 a.m. A briefing paper was provided in the Committee packet, regarding a request to accept and refer to the BSD Board of Commissioners for approval, execution of an Intergovernmental Agreement with St. Louis County and the City of St. Louis regarding the Northside-Southside Corridor Study. President and CEO, Taulby Roach, gave an overview of this item noting that, for the first time in a very long time, there is interest from both St. Louis County and St. Louis City, regarding this project. He noted that there have been two studies related to this project, and a unified engineering group will be combining the results of those studies into one, cohesive study. Mr. Roach noted that all three elected partners are endorsing this project, and it is moving forward in Washington, D.C. He stated that he is excited about the project, and this project will serve to fulfill the needs in North St. Louis County.

Chair Windmiller asked the anticipated time frame for the unification of the study. Mr. Roach estimated the time frame to be 10 months. He added that he is working to meet deadlines for the opportunity for funding for this project. Commissioner Beach asked the anticipated time frame for bidding of the project. Mr. Roach stated that once funding is in place, he anticipates a 90 day time frame for bidding, with the project to be completed within 18-24 months, as there are no complicated tunnels or bridges included in this project.

A motion to approve this agenda item, as presented, was made by Commissioner Johnson and seconded by Commissioner Brown.

The motion passed unanimously.

9. Contract Renewal Negotiations - St. Clair County Transit District

8:49 a.m. President and CEO, Taulby Roach, gave an overview of this item. He noted that St. Clair County is a vital partner to the Agency, and it is time to renew the contract. He stated that there is a need to update the contract, and conversations are being held with the St. Clair County Transit District. Mr. Roach reported that Charles Stewart, Interim Executive Director Metro Transit, and Tammy Fulbright, Executive Vice President and Chief Financial Officer, will be working with St. Clair County Transit District on these negotiations. This item was presented as information only.

10. Unscheduled Business

8:51 a.m. There was no unscheduled business.

11. Operations Report

8:51 a.m. An operations report for Metro Transit was included in the Committee packet. Charles Stewart, Interim Executive Director Metro Transit, provided a summary of the report for the Committee. He noted that the sign-on bonuses and retention bonuses are working, and he is seeing an improvement regarding the workforce shortage. He noted that although the Agency is seeing an increase in new hires, Metro is still down 122 Bus Operators, 7 MetroLink Operators, 52 Call-A-Ride Operators, 9 General Mechanics, 34 Vehicle Mechanics, 10 Electro Mechanics, and 11 Electricians. Mr. Stewart gave an overview of the Performance Summary, noting that a service change will take place in March, whereby there will be a five percent reduction in services.

Commissioner Gladney thanked Mr. Stewart for the report. He asked that, since the employment situation is improving, if there is any indication when Metro Transit may be able to reverse some of the service cuts that have been made. Mr. Stewart stated that the Agency will need to take its time in making those decisions. He noted that the Agency will need to evaluate the changes that have taken place in the region, for example, more people working from home, before making decisions. In addition, Mr. Stewart noted that the current staff has been working many hours of overtime, to make up for the workforce shortage, and that the employees will need some time to rest. Chair Windmiller noted the extremely high gas prices, and asked if the rise in prices will affect the behavior of commuters and encourage use of public transportation. Mr. Stewart stated that, in the past, under normal conditions, when gas prices hit \$4.00 per gallon, there would be an increase in the use of transit; however, these are not normal conditions. He noted that many people are still working from home, and less people are coming downtown. This item was presented as information only.

12. President/CEO Report

9:00 a.m. Bi-State Development President/CEO Taulby Roach addressed the Committee, noting that this week is Driver Appreciation Week. He noted that staff has been going to the various locations, at the start of each shift, to thank the Operators for the job they do, by having breakfast or lunch available for them. He noted that many of the Operators have been working 6-7 days per week to compensate for the workforce shortage, and the Operators need to know that they are supported and appreciated.

Mr. Roach noted that he is excited about the fiscal year 2023 budget, which will be presented at today's Audit, Finance & Administration Committee meeting, and staff has been very responsive to the need for fiscal responsibility. Mr. Roach reported that, with regard to the Northside/Southside project, St. Louis City Mayor, Tishaura Jones, has reported that she has had positive discussions with our partners in Washington, D.C. He noted that he will be presenting all of the fiscal year 2023 information to St. Louis County, St. Louis City and St. Clair County, on an individual basis for approval, in the near future.

13. Call of Dates for Future Board and Committee Meetings

9:04 a.m. Myra Bennett, Manager of Board Administration, advised the Committee of the upcoming meetings, as follows:

Board of Commissioners Meeting:	Friday, April 22, 2022	8:30 AM
Safety & Security Meeting:	Thursday, May 5, 2022	8:30 AM
Operations/Audit, Finance, Administration:	Friday, June 10, 2022	8:30 AM

14. Adjournment to Executive Session – If such action is approved by a majority vote who constitute a quorum, the Committee may go into closed session to discuss legal, confidential, or privileged matters pursuant to Bi-State Development Board Policy Chapter 10, §10.080(D) Closed Records; Legal under §10.080(D)(1).

9:04 a.m. Chair Windmiller noted that the only item of business on the Executive Session agenda, is the approval of the January 28, 2022 Executive Session minutes; therefore, if there is no discussion needed regarding these minutes, the Board could choose to approve the minutes in Open Session, and the Executive Session will not be needed.

Commissioner Beach made a motion to approve the minutes of the January 28, 2022, Operations Committee, Executive Session, as presented, as a closed record. The motion was seconded by Commissioner Gladney.

Rose Windmiller – Yea
Vernal Brown – Yea
Fred Pestello – Yea
Nate Johnson – Yea
Sam Gladney – Yea

Terry Beach – Yea
Debra Moore – Yea
Irma Golliday – Yea
Herbert Simmons – Yea

The motion passed unanimously.

15. Adjournment

9:05 a.m. Chair Windmiller asked if there was any further business, being none, Commissioner Moore made a motion to adjourn the meeting. The motion was seconded by Commissioner Brown. Unanimous vote in favor taken. The motion passed, and the meeting was adjourned at approximately 9:06 a.m.


Deputy Secretary to the Board of Commissioners
Bi-State Development