



CORPUS CHRISTI REGIONAL
TRANSPORTATION AUTHORITY

AGENDA MEETING NOTICE Committees

DATE: Wednesday, June 27, 2018
TIME: 8:30 a.m. Administration & Finance Committee Meeting, and
 Operations & Capital Projects Committee Meeting (estimated at
 9:30 a.m., although to be held immediately following the Administration &
 Finance Committee Meeting)

LOCATION: Staples Street Center
 602 North Staples Street, 2ND Floor Board Room • Corpus Christi, TX

ADMINISTRATION & FINANCE COMMITTEE

TOM NISKALA (Chair)

Scott Harris ~ Larry Young ~ Patricia Dominguez ~ Philip Skrobarczyk

	TOPIC	SPEAKER	EST.TIME	REFERENCE
1.	Roll Call –	D. Linnehan	1 min.	-----
2.	Opportunity for Public Comment	T. Niskala	3 min.	-----
3.	Discussion and Possible Action to Approve the Administration & Finance Committee Meeting Minutes of May 23, 2018	T. Niskala	3 min.	Pages 1-5
4.	Discussion and Possible Action to Recommend the Board Authorize the Chief Executive Officer (CEO) or his Designee to Authorize Entering into an Agreement for Online Trade Settlements	R. Saldaña	4 min.	Page 6-7 Attachment A PPT
5.	Discussion and Possible Action to Recommend the Board Authorize the Chief Executive Officer (CEO) or his Designee to Award a Contract to Carlisle Insurance for Windstorm and Hail Coverage	M. Rendón	4 min.	Page 8 PPT
6.	Adjournment	T. Niskala	1 min.	-----

Total Estimated Time: 16 min.

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OPERATIONS & CAPITAL PROJECTS COMMITTEE

MICHAEL REEVES (Chair)

George B. Clower ~ Glenn Martin ~ Dan Leyendecker ~ Anne Bauman

	TOPIC	SPEAKER	EST.TIME	REFERENCE
1.	Roll Call –	D. Linnehan	2 min.	-----
2.	Opportunity for Public Comment	M. Reeves	3 min.	-----
3.	Discussion and Possible Action to Approve the Operations & Capital Projects Committee Meeting Minutes of May 23, 2018 (No Quorum)	M. Reeves	3 min.	Page 1
4.	Discussion and Possible Action to Recommend the Board Authorize the Chief Executive Officer (CEO) or Designee to Award a Contract to Arguindegui Oil for Lubricant & Fluid Supplies of Differential/Rear Axle Fluid	J. Fehribach	3 min.	Pages 2-4 <i>PPT</i>
5.	Discussion and Possible Action to Recommend the Board Authorize the Chief Executive Officer (CEO) to Execute a One-Year Memorandum of Agreement with Texas A&M University-Corpus Christi for Transportation Services	G. Robinson	4 min.	Pages 5-6 <i>PPT</i>
6.	Adjournment	M. Reeves	1 min.	-----

Total Estimated Time: 16 min.

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On **Friday, June 22, 2018** this Notice was posted by **Dena Linnehan** at the CCRTA Staples Street Center, 602 N. Staples Street, Corpus Christi, Texas; and sent to the Nueces County and the San Patricio County Clerks for posting at their locations.

PUBLIC NOTICE is given that the Board may elect to go into executive session at any time during the meeting in order to discuss matters listed on the agenda, when authorized by the provisions of the Open Meetings Act, Chapter 551 of the Texas Government Code. In the event the Board elects to go into executive session regarding an agenda item, the section or sections of the Open Meetings Act authorizing the executive session will be publicly announced by the presiding officer.

In compliance with the Americans with Disabilities Act, individuals with disabilities who plan to attend this meeting and who may need auxiliary aids or services are requested to contact the Assistant Secretary to the Board at (361) 903-3474 at least 48 hours in advance so that appropriate arrangements can be made. Información en Español: Si usted desea esta información en Español o en otro idioma, por favor llame al teléfono (361) 289-2712.

<p>Mission Statement The Regional Transportation Authority was created by the people to provide quality transportation in a responsible manner consistent with its financial resources and the diverse needs of the people. B Secondly, The RTA will also act responsibly to enhance the regional economy.</p>	<p>Vision Statement Provide an integrated system of innovative, accessible and efficient public transportation services that increase access to opportunities and contribute to a healthy environment for the people in our service area.</p>
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Administration & Finance Committee



CORPUS CHRISTI REGIONAL
TRANSPORTATION AUTHORITY

Mission Statement

The Regional Transportation Authority was created by the people to provide quality transportation in a responsible manner consistent with its financial resources and the diverse needs of the people. Secondly, the RTA will also act responsibly to enhance the regional economy.

Vision Statement

Provide an integrated system of innovative, accessible and efficient public transportation services that increase access to opportunities and contribute to a healthy environment for the people in our service area.

**REGIONAL TRANSPORTATION AUTHORITY
ADMINISTRATION & FINANCE COMMITTEE MEETING MINUTES
WEDNESDAY, MAY 23, 2018**

Summary of Actions

1. **Conducted Roll Call**
2. **Provided Opportunity for Public Comment**
3. **Action to Approve Administration & Finance Committee Meeting Minutes of April 25, 2018**
4. **Action to Recommend the Board Authorize the Chief Executive Officer (CEO) or his Designee to Exercise the First Option Year of the 2015 Bus and Bench Advertising Contract with Iconic Sign Group**
5. **Action to Recommend the Board Authorize the Chief Executive Officer (CEO) or his Designee to Execute a Three-Year Contract for Internet and Fiber Data Communications with Spectrum for \$178,700**
6. **Action to Recommend the Board Authorize the Chief Executive Officer (CEO) or his Designee to Exercise the First Option Year with ENTRUST the Third Party Administrator for Employee Group Health, Vision & Dental Insurance Benefits**
7. **Action to Recommend the Board Authorize the Chief Executive Officer (CEO) or his Designee to Authorize Awarding a Contract to United Healthcare for Long-Term Disability and Short-Term Disability Insurance**
8. **Adjournment**

The Regional Transportation Authority Administration & Finance Committee met at 8:30 a.m. in the Regional Transportation Authority Staples Street Center facility located at 602 N. Staples Street, 2nd Floor Board Room, Corpus Christi, Texas.

Committee Members Present: Tom Niskala, Committee Chairman; Scott Harris, Patricia Dominguez and Philip Skorbarczyk.

Committee Members Absent: None

Staff Present: Jorge Cruz-Aedo, CEO; Chad Castleberry, David Chapa, Kelly Coughlin-Tran, Jennifer Fehribach, Angelina Gaitan, Bryan Garner, Dena Linnehan, Derrick Majchszak, Sharon Montez, Mike Rendón, Gordon Robinson, Robert Saldaña and Susan Teltschik

Public Present: Ray Hernandez, Iconic Sign Group; Robbi Burgess, Higginbotham; and Gina Salazar, ATU-Local 1769.

Call to Order & Roll Call

Mr. Tom Niskala called the meeting to order at 8:30 a.m. Ms. Dena Linnehan called Roll and stated a quorum was present.

Opportunity for Public Comment

No one spoke under Public Comment.

Action to Approve the Administration & Finance Committee Meeting Minutes of April 25, 2018

MR. SCOTT HARRIS MADE A MOTION TO APPROVE THE ADMINISTRATION & FINANCE COMMITTEE MEETING MINUTES OF APRIL 25, 2018. MR. LARRY YOUNG SECONDED THE MOTION. NISKALA, HARRIS, YOUNG, DOMINGUEZ AND SKROBARCZYK VOTING IN FAVOR. THE MOTION CARRIED. ABSENT NONE.

Action to Recommend the Board Authorize the Chief Executive Officer (CEO) or his Designee to Exercise the First Option Year of the 2015 Bus and Bench Advertising Contract with Iconic Sign Group

Mr. Jorge Cruz-Aedo announced to the members that Ms. Kelly Coughlin-Tran would be leaving the CCRTA on Friday, May 25TH, and commented she has been a very bright, creative and intelligent individual and will be sorely missed by us. Ms. Coughlin-Tran began her presentation with a transit trivia question and asked the members that when you Google CCRTA what are the first items that come up. She said Fiesta de la Flor Selena buses, and stated this is one of the agency's most successful campaigns of bus wraps and bus benches. She provided background information on the various projects and displayed pictures throughout her presentation. Ms. Coughlin-Tran commented on the most recent wrap being a teaser from the movie *Pirates of the Caribbean at Worlds End*, with the 2018 Buc Days Parade of our *CCRTA Bus at Routes End*.

Ms. Coughlin-Tran commented we previously had two separate services for marketing of bus and bench advertising projects, and said this presented a mixed marketing element to the project. In 2015, the Agency sent out a Request for Proposals (RFP) to combine both elements of buses and bench advertising. She stated this contract is another avenue for the agency, in order to expand their revenues, even with limited ways of collection, our lower fares and limited funding opportunities. She said by advertising on our 'rolling billboards' buses and our bus benches, this lends us to provide quality transportation, security and customer service to our riders. Ms. Coughlin-Tran stated Iconic Signs is responsible for the maintaining the artwork of the bus wraps and bus benches to include graffiti and debris removal. Financial impact for the three-year base contract is \$150,000, or 37 percent of Iconic Sign's gross revenue to the Agency, whichever is greater; and the first option year, Iconic Sign must pay \$175,000 to the Agency, or 37 percent of their gross revenue, whichever is greater.

MR. YOUNG MADE A MOTION TO RECOMMEND THE BOARD AUTHORIZE THE CHIEF EXECUTIVE OFFICER (CEO) OR HIS DESIGNEE TO EXERCISE THE FIRST OPTION YEAR OF THE 2015 BUS AND BENCH ADVERTISING CONTRACT WITH ICONIC SIGN GROUP. MR. HARRIS SECONDED THE MOTION. NISKALA, HARRIS, YOUNG, DOMINGUEZ AND SKROBARCZYK VOTING IN FAVOR. THE MOTION CARRIED. NONE.

Action to Recommend the Board Authorize the Chief Executive Officer (CEO) or his Designee to Execute a Three-Year Contract for Internet and Fiber Data Communications with Spectrum for \$178,700

Mr. Robert Saldaña spoke on the background of the contract, and said it currently is Spectrum (formerly Times Warner) since 2016. He said they provide our internet, Wi-Fi, land and fax lines, other communication needs, and 100MB speed, and we are now looking to expand the speed due to technology's daily changes. He said by increasing our current speed from 100MB to 200MB, it will provide faster download and upload for our public Wi-Fi, faster communication of the BUS AVL System, DRI and Transloc applications while minimizing any compatibility problems. Mr. Saldaña said the financial impact of the three year contract for internet and fiber data communications with Spectrum would be \$178,700. After general discussion, Mr. Saldaña informed the Board members that this contract is to upgrade our internet technology speed currently needed at our stations and on our buses.

MR. YOUNG MADE A MOTION TO RECOMMEND THE BOARD AUTHORIZE THE CHIEF EXECUTIVE OFFICER (CEO) OR HIS DESIGNEE TO EXECUTE A THREE-YEAR CONTRACT FOR INTERNET AND FIBER DATA COMMUNICATIONS WITH SPECTRUM FOR \$178,700. MR. HARRIS SECONDED THE MOTION. NISKALA, HARRIS, YOUNG, DOMINGUEZ AND SKROBARCZYK VOTING IN FAVOR. THE MOTION CARRIED. NONE.

Action to Recommend the Board Authorize the Chief Executive Officer (CEO) or his Designee to Exercise the First Option Year with ENTRUST the Third Party Administrator for Employee Group Health, Vision & Dental Insurance Benefits

Ms. Angelina Gaitan commented the CCRTA has provided health, vision and dental benefits through a self-funded program to the full-time employees, and ENTRUST administers the program including handling all claims and benefit related questions to our 243 employees. She displayed a chart showing a summary of monthly costs for employees who participate in the program along with several benefits including physician office visits, preventative, urgent, emergency room, outpatient, chiropractic and maternity care, a prescription drug program, dental and vision. Ms. Gaitan also said this will provide continuous administration of our health, vision and dental benefits, by exercising the first option year. Additionally, the agency will perform a cost analysis during this year. It is CCRTA's intent is to issue an RFP for a self-funded insurance program with a Third Party Administrator (TPA) during the option year on our approved budget of \$2.6 million, and includes premium and stop loss premium payments, and 100 percent budgeted within the Human Resources department. Mr. Harris asked what the costs of the ENTRUST portion would be, and Ms. Gaitan said roughly \$250,000 per year. Mr. Tom Niskala commented on the first option year amount and mentioned the process is to issue an RFP to open up opportunities and asked if the contract would be for 3 years. Ms. Gaitan and Mr. Cruz-Aedo commented the agency would like the Board to consider a 5 year contract as employees like a health insurance program that doesn't change frequently and is stable. They both mentioned this is a very good program currently in place. Mr. Harris asked about benefits for a TPA, and Ms. Gaitan stated they evaluate claims are getting paid, if

claims are warranted for payment, defer overpayment of claims, answer questions and address any issues the employees may have due to their expertise of the health insurance and claims processing. After general discussion, the board members recommended when this item goes to Board for final approval, to discuss how the agency benefits from the TPA and what has the CCRTA done previously. Mr. Philip Skrobarczyk asked for Mr. Roland Barrera, our ENTRUST representative to come explain some of the details regarding questions the Board has on the TPA program. Mr. Barrera came to the podium and said regarding the earlier comments on administration costs, he estimated the amount to be around \$350,000 to \$400,000, yet would get back to the Board to confirm.

Mr. Barrera then spoke on the self-funded program, and said they hire an administration firm to pay all the claims, and that they are responsible for handling any compliance or HIPA issues, and must guarantee these claims are processed accurately and properly. He also said they strive to ensure there is compassion for the individual, make sure the provider gets paid, and verify they are not overpaying these claims, and he also mentioned the current firm is very meticulous in their audit procedures. Mr. Barrera said one of the benefits of having an independent TPA, is that they are scrutinized in a greater formant than like the larger Cigna, Blue Cross, United Health and Humana providers who normally own their own stop loss carrier. He said we have a stop loss carrier who pays any claim over \$65,000 so our only liability for a catastrophic claim is only the \$65,000. The TPA has to go through many audits with the stop loss carrier to make sure they are being good stewards of our monies, including their monies, so they are sure there are no excess claims are being paid. He said the larger providers have no incentive to look at any claims below the \$65,000, because it isn't their monies, it is the Agency's monies, thus the importance of having a TPA. Mr. Barrera commented their budget is based on our current utilization of the dollars available, with a liability corridor of about \$3.2 million. So if we experienced an excess of claims under the \$65,000 our individual liability, this corridor would be met, although we budget below that amount to be good stewards of the agency's monies, and not budget excess tax dollars that would just sit in the bank.

Mr. Skrobarczyk asked the difference between a 3 and 5 year contract and the risks. Mr. Barrera commented the \$65,000 stop loss policy is negotiated annually, yet with the volatility of the market, it is difficult to go beyond 2 years. He said being self-funded, you have levels of responsibility to include a fiduciary responsibility and a responsibility to ensure your employees are receiving the best care they need. By reviewing some of the claims and handling challenges like drug prescriptions, being self-funded we look at our claims to see if there are better options like we did last year with the Southern Scripts choices we made. Mr. Barrera mentioned they also have a pharmacy manager who looks for best options for the agency like the step program for prescriptions. Another benefit is there is a wellness program for the employees and a program where employees may visit a physician at no cost to them. Mr. Dan Leyendecker wanted to know if there was an aggregate amount, and Mr. Barrera said yes, it is the \$3.6 million budgeted upon utilization. Mr. Niskala pointed out that a longer term contract does provide continuity, although does not mean we become static during the 5 year period, we are constantly looking for options and alternatives to make changes in the program that are in the best interest of the CCRTA. He said even though the stability is there, we have an entity who

is working on our behalf to make changes in the program, and Mr. Barrera has been a good partner for the CCRTA.

MR. HARRIS MADE A MOTION TO RECOMMEND THE BOARD AUTHORIZE THE CHIEF EXECUTIVE OFFICER (CEO) OR HIS DESIGNEE TO EXERCISE THE FIRST OPTION YEAR WITH ENTRUST THE THIRD PARTY ADMINISTRATOR FOR EMPLOYEE GROUP HEALTH, VISION & DENTAL INSURANCE BENEFITS. MR. YOUNG SECONDED THE MOTION. NISKALA, HARRIS, YOUNG, DOMINGUEZ AND SKROBARCZYK VOTING IN FAVOR. THE MOTION CARRIED. ABSENT NONE.

Action to Recommend the Board Authorize the Chief Executive Officer (CEO) or his Designee to Authorize Awarding a Contract to United Healthcare for Long-Term Disability and Short-Term Disability Insurance

Ms. Gaitan commented on the background where the CCRTA offers long term disability insurance (LTD) to full-time employees with the premium being paid for by the agency. She said after a 90-day elimination period, LTD benefit pays out 66.67 percent of the employee's base wages for permanent, occupational and mental and nervous related disabilities. For the short term disability insurance (STD) the Agency offers, employees who work 32 hours per week, after a 14-day elimination period, this voluntary employee paid benefit will pay out 60 percent of the employee's base wages and covers partial, total and permanent disabilities. The agency currently has two separate providers for LTD and STD insurance and we want to consolidate these benefits into one carrier. A chart of the RFP evaluation was provided showing an amount of \$271,217.70; LTD portion at \$175,740.00, and STD portion at \$95,477.70, and budgeted 100 percent within individual operating department budgets. There was some general discussion regarding why 5 firms were deemed unresponsive of the 13 proposals received, and basically was due to technical deficiencies where one entity provided just one of the coverages and not both, and another had their pricing included. The recommendation is to award a contract to United Healthcare as they scored highest overall and still were lower than our current provider.

MS. PATRICIA DOMINGUEZ MADE A MOTION TO RECOMMEND THE BOARD AUTHORIZE THE CHIEF EXECUTIVE OFFICER (CEO) OR HIS DESIGNEE TO AUTHORIZE AWARDING A CONTRACT TO UNITED HEALTHCARE FOR LONG-TERM DISABILITY AND SHORT-TERM DISABILITY INSURANCE. MR. YOUNG SECONDED THE MOTION. NISKALA, HARRIS, YOUNG, DOMINGUEZ AND SKROBARCZYK VOTING IN FAVOR. THE MOTION CARRIED. NONE.

Adjournment

There being no further review of items, the meeting ended at 9:25 a.m.

Submitted by: Dena Linnehan



Subject: Requesting Authorization to enter into an agreement for online trade settlements.

Background

Patterson & Associates, our Financial Advisors, have provided investment advisory services under a current agreement which include initiating and settling trades on behalf of the Agency and in accordance with the investment strategies specified in the current Investment Policy which was adopted October 4, 2017.

As the Agency's investment advisor, they were notified by Wells Fargo that the bank was switching to an online trade settlement platform. The Financial Advisors will continue to initiate the trade but it will be processed through the CEO system and will now require the Investment Officers of the Agency to approve and release the trade. The approval and release functions have the same dual control points that are currently in place for wire and ACH transactions. Patterson and Associates will only have trade initiation access.

To complete the setup process, Wells Fargo is requiring the following four (4) forms (Attachment A):

1. CEO (Commercial Electronic Office) User Enrollment Form

This form gives authorization to use the CEO portal for investments. This required because the Agency currently has the normal access and authorization process for banking activities only.

2. Certificate of Authority - General

This form lists the staff members authorized (as listed on the Enrollment Form) to access the investment module.

3. Third Party User Modification Form

This form duplicates the enrollment form but adds the same staff members as CEO users.

4. CEO Access Agreement

This agreement grants access to CEO portal for this particular investment and safekeeping module.

Identified Need

Since this is not an option but a requirement it is necessary to proceed with the completion of the forms to start the trading activities with this new process.

Financial Impact

There is no financial impact to add investments in the CEO portal as it is already included in the banking contract.

Recommendation

Staff requests the Administration & Finance Committee Recommend the Board of Directors Authorize the Chief Executive Officer (CEO) or Designee to enter into an agreement for online trade settlements.

Respectfully Submitted,

Submitted by: Marie Sandra Roddel
Director of Finance

Reviewed by: Robert Saldaña
Managing Director of Administration

Final Approval by: 
Jorge Cruz-Aedo
Chief Executive Officer



Wells Fargo Securities

Commercial Electronic Office® (CEO®) User Enrollment Form

Does your company have a CEO Company ID? Yes (please provide): No

Company Information
Company Name
CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY
Street Address (Do not use P.O. Box)
302 N STAPLES STREET
City
CORPUS CHRISTI
State
TX
Tax ID
Zip Code
78401

Authorized Contact Signature
I hereby certify that the company has duly authorized and empowered me to assign users to have access to CEO.
Print Name
SANDY RODDEL
Print Title
DIRECTOR OF FINANCE
Signature
Date
Authorized Contact E-mail Address
MRoddel@ccrta.org

CEO User Information
CEO User 1 Name
SANDY RODDEL
E-mail
MRoddel@ccrta.org
Phone
3619033470

Institutional Investing - Reporting
(View activity, statements and positions online)
 List accounts to be added
IAB25259
 See additional sheet
 List accounts to be added
IAB25259
 See additional sheet

Institutional Investing - Trading
(Requires token)
 List accounts to be added
 See additional sheet
 List accounts to be added
 See additional sheet

CEO User 2 Name
CEO User ID (if existing):
E-mail
Phone

Institutional Investing - Reporting
(View activity, statements and positions online)
 List accounts to be added
 See additional sheet
 List accounts to be added
 See additional sheet

Institutional Investing - Trading
(Requires token)
 List accounts to be added
 See additional sheet
 List accounts to be added
 See additional sheet

CEO User Information

CEO User 3 Name

E-mail

Phone

CEO User ID (if existing):

Institutional Investing - Reporting
(View activity, statements and positions online)

Mirror setup from User #

Institutional Investing - Trading
(Requires token)

Mirror setup from User #

List accounts to be added

[Grid area for listing accounts]

See additional sheet

List accounts to be added

[Grid area for listing accounts]

See additional sheet

CEO User 4 Name

E-mail

Phone

CEO User ID (if existing):

Institutional Investing - Reporting
(View activity, statements and positions online)

Mirror setup from User #

Institutional Investing - Trading
(Requires token)

Mirror setup from User #

List accounts to be added

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See additional sheet

List accounts to be added

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See additional sheet

CEO User 5 Name

E-mail

Phone

CEO User ID (if existing):

Institutional Investing - Reporting
(View activity, statements and positions online)

Mirror setup from User #

Institutional Investing - Trading
(Requires token)

Mirror setup from User #

List accounts to be added

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List accounts to be added

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CEO User 6 Name

E-mail

Phone

CEO User ID (if existing):

Institutional Investing - Reporting
(View activity, statements and positions online)

Mirror setup from User #

Institutional Investing - Trading
(Requires token)

Mirror setup from User #

List accounts to be added

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See additional sheet

List accounts to be added

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See additional sheet

Wells Fargo Securities is the trade name for the capital markets and investment banking services of Wells Fargo & Company and its subsidiaries, including but not limited to Wells Fargo Securities, LLC, a member of NYSE, FINRA, NFA and SIPC, Wells Fargo Prime Services, LLC, a member of FINRA, NFA and SIPC, and Wells Fargo Bank, N.A. Wells Fargo Securities, LLC and Wells Fargo Prime Services, LLC are distinct entities from affiliated banks and thrifts.

For Office Use Only. Rep Code:

LEID 616711-CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

Wells Fargo Securities, LLC
Certificate of Authority – General



I, _____, being the duly authorized _____ of _____, a limited liability company , general partnership , limited partnership , labor or credit union , cooperative , municipality or governmental entity , 501 (c)(3) or other non-profit organization , or _____ , an entity organized and existing under and by virtue of the laws of the State of _____ (hereinafter the "Organization"), do hereby certify that the governing body of the Organization authorized me to execute this Certificate of Authority on its behalf and certify that it has taken all actions necessary to approve the authorizations, representations and agreements set forth below, which were duly adopted on _____, 20____; that said actions are now in full force and effect; and that said actions are in conformity with the By-Laws, Charter or other governing documents of the Organization:

That each of the persons listed below under Authorized Individuals is hereby fully authorized and empowered to: (1) establish and maintain one or more accounts ("the Accounts") with Wells Fargo Securities, LLC ("WFS" or "you") on behalf of the Organization for the purpose of purchasing, investing in, selling, transferring, exchanging or otherwise disposing of, and generally dealing in and with any and all forms of securities and other financial instruments (2) transfer, convert, endorse, buy, sell, assign, set over and deliver any and all shares of stock, bonds, debentures, notes, subscription warrants, stock purchase warrants, evidences of indebtedness or other securities now or hereafter standing in the name of or owned by the Organization; (3) make, execute and deliver any and all written instruments of assignment and transfer necessary or proper to effectuate such assignment and transfer; (4) deposit, withdraw and transfer funds, (5) vote proxies or take any other action with respect to securities; and (6) take any other action on the Organization's behalf with respect to the Accounts or other dealings with you. You shall be entitled to act in reliance upon the instructions of the Authorized Individuals with respect to the foregoing matters without further inquiry, investigation or obligation to verify the instructions.

That the Authorized Individuals of the Organization listed below are also hereby authorized to: (1) execute a certificate from time to time setting forth the authority and agreements set forth herein and stating that they are in full force and effect and certifying that the persons named therein are then representatives of the Organization and duly authorized and empowered to act on its behalf; and (2) annex or cause such certificate to be annexed to an instrument of assignment and transfer executed pursuant to and in accordance with the foregoing resolutions.

Authorized Individuals

I hereby certify that the Organization has duly authorized and empowered each of the following persons to individually act on its behalf with respect to the Accounts, and that the following are their true signatures:

1. Print Name	Print Title	Signature
		X
2. Print Name	Print Title	Signature
		X
3. Print Name	Print Title	Signature
		X

That the Organization hereby agrees to indemnify and hold you harmless from any and all claims, liabilities and disputes resulting from you acting upon the instructions of the Authorized Individuals and it further agrees to promptly pay you upon demand any and all losses, debit balances or amounts due as a result or those instructions.

That the authority and indemnity set forth herein are continuing in nature and shall remain in full force and effect until you receive a written notice of revocation.

Authorized Signature

X

Signature	Print Name	Title	Date

Wells Fargo Securities is the trade name for the capital markets and investment banking services of Wells Fargo & Company and its subsidiaries, including but not limited to Wells Fargo Securities, LLC, a member of NYSE, FINRA, NFA and SIPC, Wells Fargo Prime Services, LLC, a member of FINRA, NFA and SIPC, and Wells Fargo Bank, N.A. Wells Fargo Securities, LLC and Wells Fargo Prime Services, LLC are distinct entities from affiliated banks and thrifts.



General Comments:

Commercial Electronic Office® (CEO®) User Modification Form Third Party Trading Module

Please review, sign and return to your investment representative. **Note:** We do not accept electronic signatures.

Company Information

CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY CEO Company ID
 Company Name

Authorized Contact Signature
 I hereby certify that the company has duly authorized and empowered me to assign users to have access to CEO.

SANDY RODDEL DIRECTOR OF FINANCE
 Print Name Print Title
 302 N STAPLES STREET SRoddel@ccrta.org
 Authorized Contact Phone Number Signature
Date
Authorized Contact E-Mail Address

CEO User(s) Information

SANDY RODDEL SRoddel@ccrta.org 3619033470
 CEO User Name E-Mail Address Phone
CEO User Id (if applicable)

Remove Access Add Access Mirror set up from (user name):

Account to be modified	Institutional Investing Reporting	Access Type	Third Party Trading	Access Type
1AB25259	Add	Add	Add	Add
	Add	Add	Add	Add
	Add	Add	Add	Add
	Add	Add	Add	Add
	Add	Add	Add	Add
	Add	Add	Add	Add

Add

CEO User(s) Information

CEO User Name	E-Mail Address	Phone	CEO User Id (if applicable)
<input type="checkbox"/> Remove Access	<input type="checkbox"/> Add Access	<input type="checkbox"/> Mirror set up from (user name):	
Account to be modified		Access Type	Access Type
Institutional Investing Reporting		Third Party Trading	

Add

Wells Fargo Securities is the trade name for the capital markets and investment banking services of Wells Fargo & Company and its subsidiaries, including but not limited to Wells Fargo Securities, LLC, a member of NYSE, FINRA, NFA and SIPC, Wells Fargo Prime Services, LLC, a member of FINRA, NFA and SIPC, and Wells Fargo Bank, N.A. Wells Fargo Securities, LLC and Wells Fargo Prime Services, LLC are distinct entities from affiliated banks and thrifts.



Commercial Electronic Office (Ceo)

Online Access Agreement

You have requested access to the Commercial Electronic Office website (the "CEO") of Wells Fargo Bank, N. A. ("Bank") so that you can obtain information and use certain financial services (the "Services") through the online channel. In this Agreement, the words "you" and "your" refer to the company or business entity using the CEO. The term "Affiliate" means the parent company of Wells Fargo, Wells Fargo & Company, and any present or future company that controls, is controlled by, or is under common control with Wells Fargo Bank N.A. The general terms and conditions applicable to your use of the CEO are contained in this Online Access Agreement (the "Agreement") which you must sign and return to Bank before you are allowed access to the CEO. Persons that you authorize to enter the CEO for you (the "Users") must also accept the Terms of Use for the CEO. Finally, before you are able to use a Service through the CEO you must sign or accept the applications, agreements, instruments, rules, standards, policies, instructions, and other documents and forms required to use the Service (the "Service Forms"). In the event of an inconsistency between the Service Forms and this Agreement, the Service Forms will control, but only to the extent of such inconsistency. Except, however, this Agreement will control with respect to terms that address the Online Access Process. As used in this paragraph, the phrase "Online Access Process" means the terms under which you are allowed to access and use the Services via the CEO, the process or procedures you use in order to obtain access to the Service (including required security procedures) via the CEO, and our right to change, suspend or terminate this Agreement or your access to the Service via the CEO.

1. **USING THE CEO.** You agree to use the CEO and the Services only as provided in (a) this Agreement, (b) the rules, procedures, standards, requirements, and policies made applicable to the CEO and the Services from time to time by Bank and the Affiliates, (c) any communications, instructions, terms, or conditions appearing at the CEO or in the Service Forms, and (d) any state or federal laws or regulations applicable to the CEO or the Services.
2. **ID CODES, PASSWORDS, SECURE DEVICES, AND PINs.**
 - a) You will be able to manage and control who in your company has access to the CEO and the Services by ID codes, passwords, PINs, and other secure devices or protocols required to use the CEO (collectively referred to as "Security Credentials"). It is your responsibility to ensure that the Security Credentials are known to, and used only by, persons who have been properly authorized by you to access the CEO and use the Services through the CEO.
 - b) Unless you request self-administration of your access to the CEO, Bank will give each User an ID code and a password to be used when the User first enters the CEO. Bank will also assign a company ID code to you for use each time a User enters the CEO. Although your company ID code and the ID codes for each User will remain the same for each entry into the CEO, the password Bank assigns to each User must be changed to a new password the User selects when the User first enters the CEO. Bank will not know the new passwords or any subsequent passwords selected by the Users, or company administrators (if applicable).
 - c) If you request self-administration of your access to the CEO, Bank will assign you a company ID code and will provide Security Credentials to company administrators, whom you have designated to access the Services for you through the CEO. The company administrators will have access to any Services you receive through the CEO. Your company administrator will be able to directly issue Security Credentials to other Users and allow other Users to access the CEO on your behalf. Company administrators may also remove a User's access and disable a User's Security Credentials.
 - d) **FAILURE TO PROTECT THE SECURITY CREDENTIALS MAY ALLOW AN UNAUTHORIZED PARTY TO (1) USE THE SERVICES, (2) CHANGE, VERIFY, OR SEND DATA, (3) SEND INFORMATION TO, OR RECEIVE INFORMATION FROM, BANK AND THE AFFILIATES, OR (4) ACCESS YOUR ELECTRONIC COMMUNICATIONS**

Commercial Electronic Office – Form 1091455 – 4/27/18

AND FINANCIAL DATA. ALL ENTRIES INTO THE CEO, ALL COMMUNICATIONS SENT, AND ALL USES OF THE SERVICES, THROUGH YOUR SECURITY CREDENTIALS WILL BE DEEMED TO BE ENTRIES, COMMUNICATIONS, AND USES AUTHORIZED BY YOU AND BE BINDING UPON YOU. YOU ASSUME THE ENTIRE RISK FOR THE FRAUDULENT OR UNAUTHORIZED USE OF YOUR SECURITY CREDENTIALS, UNLESS SUCH UNAUTHORIZED USE IS DUE TO THE ESTABLISHED NEGLIGENCE OR WILLFUL MISCONDUCT OF WELLS FARGO, ITS AFFILIATES OR ITS EMPLOYEES. You acknowledge the importance of developing internal procedures to limit such risk, which procedures will include, at a minimum, (i) if you are not using self-administration, notifying Bank immediately when any new person becomes a User or when any existing User stops being a User, (ii) if you are using self-administration, disabling access to the CEO immediately for each person that is no longer authorized by you to access the CEO and (iii) keeping secure and protecting the confidentiality of your Security Credentials.

- e) You agree to notify Bank immediately when you become aware of any loss or theft of, or any unauthorized use of, any Security Credentials.
3. **FINANCIAL INFORMATION.** Financial market data, quotes, news, research, and other financial information developed by third parties and transmitted to Bank (collectively, "Financial Information") will be available at the CEO. The posting of any Financial Information or any other information or data at the CEO will not be a recommendation by Bank or any Affiliate that any particular Service or transaction is suitable or appropriate for you or that you should receive or in any way use any Service. Neither Bank nor any Affiliate guarantees the accuracy, completeness, timeliness or correct sequencing of any Financial Information, nor are they in any way responsible for the actions or omissions of the third parties developing or transmitting Financial Information, or for any decision made or action taken by you in reliance upon any Financial Information.
 4. **USE OF CERTAIN SOFTWARE TO ACCESS THE CEO.** In using the CEO you will be sending or receiving financial and other information directly to or from Bank and the Affiliates through the Internet. You acknowledge that when the Internet, or any other electronic communications facilities, is used to transmit or receive information the information may be accessed by unauthorized third parties. To reduce the likelihood of such third party access, you agree to transmit and receive information through the CEO using only software, including, but not limited to, browser software, or other access devices that support the Secure Socket Layer (SSL) protocol (or other protocols required by or acceptable to Bank), and to follow the Bank procedures that support such protocols.
 5. **DISCLAIMERS.** Neither Bank nor any Affiliate will be your advisor or fiduciary with respect to this Agreement. NEITHER BANK NOR ANY AFFILIATE MAKES ANY EXPRESS OR IMPLIED WARRANTY AS TO THE AVAILABILITY, MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE OF THE CEO, THE FINANCIAL INFORMATION, OR THE SERVICES, AND NEITHER BANK NOR ANY OF THE AFFILIATES MAKES ANY OTHER WARRANTY, PROMISE, COMMITMENT, GUARANTEE, OR REPRESENTATION WITH RESPECT TO THE CEO, THE FINANCIAL INFORMATION, OR THE SERVICES, EXCEPT THOSE WARRANTIES, PROMISES, COMMITMENTS, GUARANTEES, OR REPRESENTATIONS SPECIFICALLY STATED IN THE SERVICE FORMS. If a Service cannot be used through the CEO, Bank will make reasonable efforts for such Service to be used by other means.
 6. **LIMITATION OF LIABILITY.** Neither Bank nor any Affiliate will be liable to you for any direct damages or losses suffered or incurred by you in connection with the CEO, any of the Services, any Financial Information, any other information you receive through the CEO, or any failure to provide, or delay in providing, access to the CEO, any Service, or any Financial Information, except to the extent such damages or losses arise directly from the established negligence or willful misconduct of Bank or an Affiliate. Notwithstanding any provision of this Agreement or any Service Form to the contrary, IN NO EVENT WILL BANK OR ANY AFFILIATE HAVE LIABILITY FOR ANY CONSEQUENTIAL, SPECIAL, PUNITIVE, OR INDIRECT DAMAGES OR LOSSES WHETHER ANY CLAIM FOR SUCH DAMAGES OR LOSSES IS BASED ON TORT OR CONTRACT OR WHETHER BANK OR ANY AFFILIATE KNEW OR SHOULD HAVE KNOWN THE LIKELIHOOD OF SUCH DAMAGES IN ANY CIRCUMSTANCE.
 7. **RESTRICTING OR TERMINATING ACCESS TO THE CEO.** Bank may terminate this Agreement or your (including your Users) access to the CEO by providing you with thirty days prior written notice. However, Services may be terminated earlier, in accordance with the Service Forms. In the event you or your User(s) have violated any provision of this Agreement or a Service Form, Bank may terminate your, or a User's, access to the CEO, or an applicable Service, upon immediate notice. Neither Bank nor any Affiliate shall have

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liability to you or any User for any losses or damages you may suffer or incur as a result of (i) any termination of this Agreement or (ii) inability to access the CEO or applicable Service.

- 8. **WAIVERS.** Neither Bank nor any Affiliate shall be deemed to have waived any of its rights under this Agreement unless such waiver is in writing and such writing is signed by an authorized representative of Bank or such Affiliate. No delay, extension of time, compromise, or other indulgence which may occur or be granted from time to time by Bank or any Affiliate under this Agreement shall impair the rights of Bank or any Affiliate under this Agreement.
- 9. **AMENDMENTS.** Bank may amend this Agreement at any time upon written notice to you. You will be deemed to have accepted such amendment if any of your Users access the CEO or use any Service through the CEO more than 30 calendar days after you receive notice of such amendment.
- 10. **ASSIGNMENT.** You may not assign or transfer your rights or obligations under this Agreement, whether by operation of law, asset purchase, merger or other corporate reorganization, or any other method, without Bank's prior written consent.
- 11. **GOVERNING LAW.** Your rights and obligations and the rights and obligations of Bank and the Affiliates under this Agreement will be governed by and subject to the laws of the State of California, excluding any applicable conflict of laws provisions.
- 12. **SEVERABILITY.** The provisions of this Agreement are severable. If any provision of this Agreement is held to be invalid, or unenforceable, the validity or enforceability of the remaining provisions will in no way be affected or impaired thereby.
- 13. **ENTIRE AGREEMENT.** This Agreement and the Terms of Use for the CEO set forth the exclusive and entire agreement between Bank, the Affiliates and you with respect to your use of the CEO. Any prior agreements, representations, statements, negotiations, undertakings, promises or conditions, whether oral or written, with respect to your use of the CEO, which conflict with the provisions in this Agreement are superseded by this Agreement.

This Agreement is signed below by your duly authorized officer or officers on the date stated below.

Date: _____

Company Address: (please print below)

602 N STAPLES STREET
CORPUS CHRISTI, TX 78401

CORPUS CHRISTI REGIONAL TRANSIT AUTHORITY

Company Name

By: _____

Print Name: _____

Title: _____



Subject: Award a Contract to Carlisle Insurance for Windstorm and Hail Coverage

Background

CCRTA is currently contracted with Victor O. Shinnerer & Co., Inc. for Windstorm and Hail Insurance. Specifications of policy are as follows; deductible of 1% of the sum of the stated values for each building (affected by loss) identified in the State of Values subject to \$25,000 minimum per occurrence – Named storm wind/hail with \$25,000 per occurrence – all other wind/hail storms. The expiring premium is \$113,100.75.

Identified Need

The current Windstorm and Hail coverage expires July 28, 2018. CCRTA property values total \$42,854,147.00. An RFP was issued on May 02, 2018, proposals were received Friday, June 8, 2018. Two proposals were received, Calisle Insurance and the incumbent, Victor O. Shinnerer & Co., Inc. Results are as follows:

Firms	Carrier	Score	Price
Carlisle Insurance	Ventus (United Specialty/National Fire and Marine)	80.80	\$84,000.00
Victor O'Schinnerer	Amrisc	79.34	\$118,072.51

The policy will run from July 29, 2018 through July 28, 2018.

Financial Impact

Funds are budgeted in FY2018 Operating Budget, local funds.

Recommendation

Staff request the Administration & Finance Committee recommend the Board of Directors authorize the Chief Executive Officer (CEO) or Designee to enter into a one-year contract with Carlisle Insurance for windstorm and hail insurance coverage.

Respectfully Submitted,

Submitted by: Mike Rendón
Director of Safety and Security

Final Approval by: 
Jorge Cruz-Aedo
Chief Executive Officer

Operations & Capital Projects Committee



CORPUS CHRISTI REGIONAL
TRANSPORTATION AUTHORITY

Mission Statement

The Regional Transportation Authority was created by the people to provide quality transportation in a responsible manner consistent with its financial resources and the diverse needs of the people. Secondly, the RTA will also act responsibly to enhance the regional economy.

Vision Statement

Provide an integrated system of innovative, accessible and efficient public transportation services that increase access to opportunities and contribute to a healthy environment for the people in our service area.

**REGIONAL TRANSPORTATION AUTHORITY
OPERATIONS & CAPITAL PROJECTS COMMITTEE MEETING MINUTES
WEDNESDAY, MAY 23, 2018**

Summary of Actions

1. Conducted Roll Call
2. Provided Opportunity for Public Comment
3. Action to Approve Operations & Capital Projects Committee Meeting Minutes of April 25, 2018.
4. Action to Recommend the Board Authorize the Chief Executive Officer (CEO) or Designee to Award a Contract to Oil Patch Petroleum, French Ellison, Arnold Oil Company, and Kapalua Marine Fuel & Lube for Lubricant & Fluid Supplies
5. Action to Recommend the Board Authorize the Chief Executive Officer (CEO) or Designee to Execute a Memorandum of Agreement with MV Contract Transportation, Inc. for Route 99 Port Aransas Ferry Shuttle Service
6. Adjournment

The Regional Transportation Authority Operations & Capital Projects Committee met at 8:30 a.m. in the Regional Transportation Authority Staples Street Center facility located at 602 N. Staples Street, 2nd Floor Board Room, Corpus Christi, Texas.

Committee Members Present: Michael Reeves, Committee Chair; and Dan Leyendecker

Committee Members Absent: George Clower, Glenn Martin and Anne Bauman

Staff Present: Jorge Cruz-Aedo, CEO; Daniel Benavides, Esteban Campos, David Chapa; Sherrié Clay; Kelly Coughlin, Jennifer Fehribach, Angelina Gaitan, Bryan Garner, Annie Hinojosa, Denise Jones, Dena Linnehan, Derrick Majchszak, Sharon Montez, Christina Perez, Victoria Perez, Mike Rendón, Gordon Robinson, Sandy Roddel, Robert Saldaña; Susan Teltschik

Public Present: John Bell, Wood, Boykin, Wolter, CCRTA Legal Counsel; Benjamin Schmit, MV Transportation; Ronald Berglund, RIDC; Gina Salazar, Local ATU-Union 1769

Call to Order & Roll Call

Mr. Michael Reeves called the meeting to order at 9:29 a.m. Ms. Dena Linnehan called Roll and stated we do not have a quorum to meet. Mr. Reeves asked Staff to present the items for review only as no items could be voted on since we do not have a quorum.

Opportunity for Public Comment

No one spoke under Public Comment.

Adjournment

There being no further review of items, the meeting ended at 9:36 a.m.

Submitted by: Dena Linnehan



Subject: Award a contract to Arguindegui Oil for Lubricant & Fluid Supplies of Differential/Rear Axle Fluid.

Background

On June 6th, 2018, the staff recommended the Board of Directors to authorize the Chief Executive Officer (CEO) or designee to issue an Award for a three-year base contract with two (2) one-year options for Lubricant and Fluid supplies not to exceed \$318,773.22;

1. Motor Oil – Diesel
2. Motor Oil – CNG
3. Antifreeze
4. Transmission Fluid
5. Front Wheel Bearing Grease
6. Differential Rear Axle Fluid

Awardees were:

- Oil Patch Petroleum (#1 Motor Oil - Diesel, #2 Motor Oil - CNG, #4 Transmission Fluid)
- French Ellison (#3 Antifreeze)
- Arnold Oil Company (#5 Front Wheel Bearing Grease)
- Kapalua Marina Fuels & Lube (#6 Differential Rear Axle Fluid)

Following Board approval, CCRTA identified vendor Kapalua Marina Fuels & Lube bid item #6 Differential Rear Axle Fluid in pounds rather than 2,700 gallons. Volume to weight conversion modifies the overall pricing, June 6th reported pricing - \$7,398.00, conversion pricing - \$59,184.00.

Staff requests the supply of Differential Rear Axle Fluid be awarded to the lowest bidder, Arguindegui Oil.

Identified Need

The RTA requires heavy duty motors oils, lubricants, and fluids to maintain the fleet within Original Equipment Manufacturers (OEM) specifications, insuring warranties and fleet integrity. Lubricants and fluids must meet operational cycle demands for Diesel & CNG as outline by OEM specifications. Additionally, RTA fleet has a five-year warranty with an extended warranty for the new CNG Fixed Route Fleet. OEM specified lubricant and fluid supplies ensure the fleet remains compliant with manufacturer warranties and FTA State of Good Repair requirements.

An IFB was issued for solicitations to supply bulk lubricants and fluids. CCRTA received (9) proposals, (5) proposals were deemed unresponsive due to incomplete bid packages. The RTA maintenance team evaluated (4) proposals for (5) manufacturer specified OEM criteria;

- Allison TES 295
- ASTM (American Society for Test 7 Materials)
- SAE-J (Society of Automotive Engineers)
- API (American Petroleum Institute)
- API-CK-4 (new standard as of Nov. 18th for units built in 2016 forward)

Reference website for OEM standards fluids Oil Registration Listing:
<http://www.allisontransmission.com/parts-service/approved-fluids/on-highway-fluids>

<http://www.cumminsinsite.com>

The lubricant and fluid IFB is structured as a three-year firm supply agreement with two (2) one-year options following Board approval.

Proposals Received:

DIFFERENTIAL/REAR AXLE FLUID			
85W140 API GL-5, SAE J2360 Meritor Spec. 076-A. (22 qt. / 20.8 L)			
Estimated Three Year Base Usage Gallons (2,700)			
Unit Cost	Three Year Base Cost	Manufacturer	Product
\$11.88	\$32,076.00	Oil Patch Petroleum	Shell Spirax - 85W140
\$9.11	\$24,597.00	Arguindegui Oil Co.	P66 MP Gear Lube - 85W140
\$13.90	\$37,530.00	Sun Coast Resources	Chevron Delogear - EP-5 85W-140
\$9.94	\$26,838.00	C. C. Freightliner	Shell Spirax - S4 AX 85W140 P/N 550032968
\$13.44	\$36,288.00	Arnold Oil Co. (Main Bid)	Castrol AP Gear - 85W-140
\$9.40	\$25,380.00	Arnold Oil Co. (Alt. Bid)	Purus Premium - GL-5 Gear Oil 85W-140
\$23.59	\$63,693.00	HJDJ American Lube Supply, Inc.	Bel-Ray - GL5 85/140
2.74 (POUNDS)	\$59,184.00	Kapalua Marine Fuels & Lubes	Mobil Mobil Lube - 85W 140 Gear Oil

Recommendation for Award:

DIFFERENTIAL/REAR AXLE FLUID			
85W140 API GL-5, SAE J2360 Meritor Spec. 076-A. (22 qt. / 20.8 L)			
Estimated Three Year Base Usage Gallons (2,700)			
Unit Cost	Three Year Base Cost	Manufacturer	Product
\$9.11	\$24,597.00	Arguindegui Oil Co.	P66 MP Gear Lube - 85W140

Disadvantaged Business Enterprise

Staff will monitor DBE and collaborate with bidders to pursue DBE participation, including subcontracting opportunities.

Financial Impact

Total amount of expenditures will be determined by actual usage. Local funds are budgeted for the individual line item, Differential/Rear Axle Fluid. The revised three (3) year base costing shall not exceed \$24,597.00.

The revised overall three (3) year base contract for Lubricant & Fluid Supplies shall not exceed \$335,972.22.

Revised Differential/Rear Axle Fluid Awardee;

- Arguindegui Oil

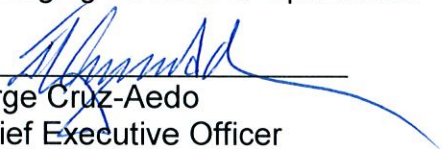
Recommendation

Staff requests the Operations & Capital Projects Committee recommend the Board authorize the Chief Executive Officer (CEO) or Designee to award a contract for the supply of Differential/Rear Axle Fluid under the Lubricant and Fluid supplies contract to Arguindegui Oil.

Respectfully Submitted,

Submitted by: Bryan J. Garner
Director of Maintenance

Reviewed by: Jennifer Fehribach
Managing Director of Operations

Final Approval by: 
Jorge Cruz-Aedo
Chief Executive Officer



**CORPUS CHRISTI REGIONAL
TRANSPORTATION AUTHORITY**

Operations & Capital Projects Committee Memo

June 27, 2018

Subject: Discussion and Possible Action to Recommend the Board Authorize the Chief Executive Officer (CEO) or Designee to Execute a One-Year Memorandum of Agreement with Texas A&M University-Corpus Christi for Transportation Services

Background

RTA has operated bus services for Texas A&M University – Corpus Christi (TAMU-CC) since the year 2000. A Memorandum of Agreement containing reimbursement costs is negotiated annually. The agreement consists of two services, Route 60 – The Momentum Shuttle, and Route 63 – The Wave.

Route 60 – The Momentum Shuttle provides transportation between student housing areas at Momentum Village and the main campus. In the 2017-18 academic year, ridership increased 58% as compared to the 2016-17 academic year. For the upcoming 2018-19 academic year, Route 60 will operate as follows:

Service Levels	Monday-Thursday	Friday	Saturday	Sunday
	10-minute frequency, 7:30 a.m. – 1 p.m.	20-minute frequency, 7:30 a.m. – 6:00 p.m.	No Service	No Service
	20-minute frequency, 1 p.m. – 7:30 p.m.			

Route 63 – The Wave provides transportation from the main campus to student housing, off campus apartments, retail and grocery shopping establishments at Moore Plaza, and the Southside Station. In the 2017-2018 academic year, ridership decreased 14% as compared to the 2016-17 academic year mainly due to long term construction on Williams Drive. For the upcoming 2018-2019 academic year, Route 63 will operate as follows:

Service Levels	Monday-Thursday	Friday	Saturday	Sunday
	30-minute frequency, 7:15 a.m. – 10:13 a.m. and 3:15 p.m. – 8:13 p.m.	60-minute frequency, 7:15 a.m. – 9:53 p.m.	60-minute frequency, 9:15 a.m. – 8:53 p.m.	No Service
	60-minute frequency, 10:15 a.m. – 3:10 p.m. and 8:15 p.m. – 10:53 p.m.			

Financial Impact

The RTA and TAMU-CC share the cost of the transportation services. For the Route 60 service, RTA has negotiated reimbursement from TAMU-CC for the 2018-2019 Fall and Spring semesters in the amount of \$116,721.35.

For the Route 63 service, RTA has negotiated reimbursement from TAMU-CC for the 2018-19 Fall, Spring, and Summer semesters in the amount of \$166,104.28.

The total combined reimbursement amount is \$282,825.63 which represents an increase of \$81,375.69 as compared to the prior year.

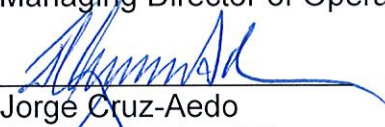
Recommendation

Staff is requesting the Operations & Capital Projects Committee recommend the Board of Directors authorize the Chief Executive Officer or Designee to execute a one-year Memorandum of Agreement with TAMU-CC in the amount of \$116,721.35 for Route 60 service and \$166,104.28 for Route 63 service for a total of \$282,825.63.

Respectfully Submitted,

Submitted by: Gordon Robinson
Director of Planning

Reviewed by: Jennifer Fehribach
Managing Director of Operations

Final Approval by: 
Jorge Cruz-Aedo
Chief Executive Officer