

CARSON CITY REGIONAL TRANSPORTATION COMMISSION

Minutes of the August 5, 2020 Special Meeting

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A special meeting of the Carson City Regional Transportation Commission (RTC) was scheduled to begin at 8:30 a.m. on Wednesday, August 5, 2020, in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Brad Bonkowski
Vice Chairperson Mark Kimbrough
Commissioner Lori Bagwell
Commissioner Chas Macquarie
Commissioner Greg Stedfield

STAFF: Darren Schulz, Public Works Director
Lucia Maloney, Transportation Manager
Todd Reese, Deputy District Attorney
Alex Cruz, Transit Coordinator
Tamar Warren, Senior Public Meetings Clerk

NOTE: A recording of these proceedings, the commission's agenda materials, and any written comments or documentation provided to the Clerk, during the meeting, are part of the public record. These materials are available for review, in the Clerk's Office, during regular business hours. All approved meeting minutes are available on carson.org/minutes.

1. CALL TO ORDER AND DETERMINATION OF A QUORUM

(8:34:09) – Chairperson Bonkowski called the meeting to order at 8:34 a.m. and read into the record the *Notice to the Public* incorporated into the agenda, outlining the temporary public comment guidelines established during the Governor's COVID 19 Emergency Directive, incorporated into the agenda. Roll was called, and a quorum was present.

2. AGENDA MANAGEMENT NOTICE

(8:35:20) – There were no modifications to the agenda.

3. DISCLOSURES

(8:35:37) – Chairperson Bonkowski entertained Commissioner disclosures; however, none were forthcoming.

4. PUBLIC COMMENT

(8:35:40) – Chairperson Bonkowski entertained public comments. Mark Elias, Regional Vice President of First Transit, indicated he would participate telephonically to answer questions. Chairperson Bonkowski reminded Mr. Elias that public comment would be heard at the beginning and at the end of the meeting; however, he might be called upon to respond to questions.

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5. PUBLIC MEETING ITEMS

5-A FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING CONTRACT NO. 19300178, JUMP AROUND CARSON (JAC) PUBLIC TRANSPORTATION OPERATING SERVICES, TO FIRST TRANSIT, INC., FOR THE OPERATION OF ALL JAC FIXED ROUTE AND JAC PARATRANSIT SERVICES FOR THREE YEARS, \$1,122,736 IN YEAR ONE, \$1,167,816 IN YEAR TWO, AND \$1,219,841 IN YEAR THREE, FOR A TOTAL NOT TO EXCEED AMOUNT OF \$3,510,393 FOR THE FIRST THREE YEAR TERM, WITH AN OPTION FOR THREE ADDITIONAL ONE-YEAR TERMS.

(8:37:26) – Chairperson Bonkowski introduced the item. Ms. Maloney gave background on the issued Requests for Proposal and noted that Carson City had received two proposals, one from MV Transportation, (the current JAC services provider) and another from First Transit. She also noted that Staff recommended to award the contract to First Transit. Ms. Maloney reviewed the agenda materials including the contract and related exhibits, all of which are incorporated into the record, and along with Mr. Reese, responded to clarifying questions by the Commissioners. Discussion ensued regarding the contract termination timeframe and Chair Bonkowski and Commissioner Bagwell were in favor of a 120-day notice versus the currently outlined 45-day notice. Mr. Schulz believed that the 120-day termination may not be beneficial should the City initiate a termination, adding that “there are groups out there that will come in on an emergency basis and operate your transit system for you on a month-by-month basis” if needed. Supervisor Bagwell expressed concern that an emergency contract without a bid may jeopardize federal grants for the service. Ms. Maloney cited an example of reaching out to First Transit and hearing that they would have been able to turn around the emergency services in 45-50 days. Mr. Elias recommended changing the renewal contract portion to 120 days. Ms. Maloney clarified that the contract was for existing services and cited the CARES Act non-reimbursable grant that would be used as well.

(9:00:02) – Ms. Maloney also addressed potential expansion options in the future; however, she recommended being conservative at this time due to the pandemic issues. She also explained to Chair Bonkowski that reduction or increase of services by 15 percent were mentioned in the contract as points of discussion, should the structure need to change. Discussion ensued regarding reduction of services and Mr. Elias noted that small reductions in variable hours would be billed accordingly; however, larger reductions would mean reduced administrative services as well. Chairperson Bonkowski recommended to “bring back this discussion item to look at the financial impacts going forward for the JAC system sometime this fall so that the Commissioners can be fully informed” and to communicate the impact to the Board of Supervisors. Chairperson Bonkowski entertained additional comments and when none were forthcoming, a motion.

(9:09:44) – Commissioner Bagwell moved to award the contract as presented, which includes the late material, with the change from 60 days to 120 days in section 3.2. The motion was seconded by Commissioner Stedfield and carried 5-0-0.

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6. BOARD COMMENTS: FOR INFORMATION ONLY – STATUS REPORTS AND COMMENTS FROM THE MEMBERS OF THE RTC BOARD.

(9:11:10) – Chairperson Bonkowski entertained Board comments and Commissioner Bagwell recommended a [JAC] discussion during a Board of Supervisors’ retreat to have it on their “long term horizon.” Chairperson Bonkowski also recommended bringing Chief Financial Officer Sheri Russell into the discussion. Commissioner Macquarie informed the Board that he would not attend the next RTC meeting.

7. THE NEXT MEETING IS TENTATIVELY SCHEDULED – 4:30 P.M., WEDNESDAY, AUGUST 12, 2020, AT THE SIERRA ROOM - COMMUNITY CENTER, 851 EAST WILLIAM STREET, IMMEDIATELY AFTER THE MEETING OF THE CARSON AREA METROPOLITAN PLANNING ORGANIZATION.

(9:12:18) – Chairperson Bonkowski read the agenda item into the record and clarified that the RTC meeting will immediately follow the Carson Area Metropolitan Planning Organization meeting which starts at 4:30 p.m.

8. PUBLIC COMMENT

(9:12:38) – Chairperson Bonkowski entertained public comments; however, none were forthcoming.

9. ADJOURNMENT: FOR POSSIBLE ACTION

(9:12:47) – Chairperson Bonkowski adjourned the meeting at 9:12 a.m.

The Minutes of the August 5, 2020 Carson City Regional Transportation Commission special meeting are so approved this 9th day of September, 2020.