

**Meeting Minutes – September 24, 2020**

**MINUTES**

**REGULAR MEETING  
TRANSIT AUTHORITY OF THE CITY OF OMAHA  
2222 Cuming Street  
Omaha, Nebraska, 68102  
September 24, 2020  
MINUTES**

The Transit Authority of the City of Omaha Board met in Regular Session on Thursday, September 24, 2020 at 8:30 a.m., in the Authority's Administration Building, 2222 Cuming Street, Omaha, Nebraska 68102. Notice was given in advance of the meeting by publication in the Omaha World Herald. For the benefit of the public in attendance, a copy of the Open Meetings Law is posted in the meeting room and the Agenda is published on the display in the facility lobby. The following persons were in attendance at the meeting:

**Authority Board:**

Mr. Jay Lund, Chair  
Ms. Julia Plucker, Vice Chair  
Ms. Amy Haase, Secretary/Treasurer  
Mr. Daniel Lawse  
Mr. Othello Meadows

**Authority Staff:**

L. Cencic, CEO/Executive Director  
E. Simpson, Legal/Human Resource Director  
D. Finken, Finance Director  
D. Jameson, Safety Director  
K. Shadden, Operations Director  
L. Barritt, Marketing Director (Absent)  
G. Bradley, Maintenance Director (Absent)  
K. Pendland, IT Director (Absent)  
J. Willoughby, Senior Project Manager Engineering/Transportation/Planning  
J. Rumery, Grant Administrator  
Rebecca Mahr, Recording Secretary

**Others Present:**

Other Metro staff  
Marisa Martinez  
Dennis Johnson, Sort Sol Group

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### Agenda Item #1:            Call to order

Mr. Lund called the meeting to order at 8:31 a.m. For the benefit of the public in attendance, a copy of the Open Meetings Law has been posted in the meeting room and the Agenda is published on the display in the facility lobby.

### Agenda Item #2:            Approval of Minutes of Previous Meetings

Mr. Lund entertained a motion to approve the minutes of the Board Meeting on August 27, 2020.

Motion by Mr. Lawse; Second by Ms. Haase

#### **ROLL CALL:**

**UNANIMOUS; MOTION CARRIES.**

### Agenda Item #3a:            Administrative Reports

(E. Simpson)

- The COVID-19 pandemic has impacted recruiting efforts. During the pandemic, Metro's applicants have significantly dropped off. We currently have 7 job postings. In recent weeks, job views and applications have increased. Staff continues to interview qualified applicants via telephone.
- A new diesel technician began employment August 31, 2020.
- Two new bus hires began training Monday, September 21, 2020.

### Agenda Item # 3b:        Administrative Reports

(D. Jameson)

We are finalizing preparations for our next all-staff training, which will be the week of October 12<sup>th</sup>, topics included in these sessions is ORBT final bus training & public overview. Additional topics include on-going TSA/DHS training including handouts and preparations for winter time operations.

We have been alerted to expect the initial shipment of the permanent operator's barriers later next month. The initial shipments will be for the NF buses followed by the Gillig buses. Engineering is still working on the AD bus barrier kit. Once engineering is concluded, we will return to the BOD for approval to purchase these barriers.

The first 5 of the 11 NF buses will start line entry next week, with first bus is due in the middle of November. The final 6 NF buses are scheduled for line entry in late January, and arrivals starting in late March.

We have started the pre-production process with NF for the 3X 40' electric buses. These buses are due for delivery Q4, 2021. We are working with our Engineering Team along with NF assistance, so that Metro is prepared to support the electrical charging needs of these buses.

We continue daily COVID-19 mitigation within the building and the vehicle fleet every day. Buses continue to be traded out mid-day on the 18 Route and any others as necessary. Our mitigation daily efforts include, wiping

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down hard surfaces, doors and door handles, hand railing, fogging the vehicle fleet, common areas and bathrooms, and removing & cleaning the passenger fabric seat inserts.

The next pick will go into effect will ORBT go-live date.

We have started our preparations for winter, including building a new sand containment system within the bus barn.

We are reorganizing the bus barn to facilitate future electric bus charging stations, additional new paratransit fleet expansion needs, with expanded track space for bus cleaning.

Our BG&E department continues to update/renovate maintenance department offices. This week they started on the lower level supervisor main offices. This space will get new flooring, paint and furniture/equipment updates. This project should take around 4 weeks to complete. We are working on a purchasing a good used dedicated BG&E repair truck. This will allow BG&E the capability to work on-site at our transit centers and ORBT platforms.

Operations staff Walter Shumate, Justin Hutchinson, Abdul Reza and Marlon Phoenix have been attending virtual management training from Revela, called “Level-Up”, From Manager to Leader. This once-a-month class started in August and concludes in January. We continue to look for additional training opportunities for all staff. Tracy Wells completed his Smith System recertification class last month, he has been recertified to continue training for the next two years.

### **Agenda Item # 3c:      Administrative Reports**

(J. Rose)

Mr. Rose presented the following information on ORBT:

# SOCIAL MEDIA SUMMARY

8.20.20 - 9.16.20



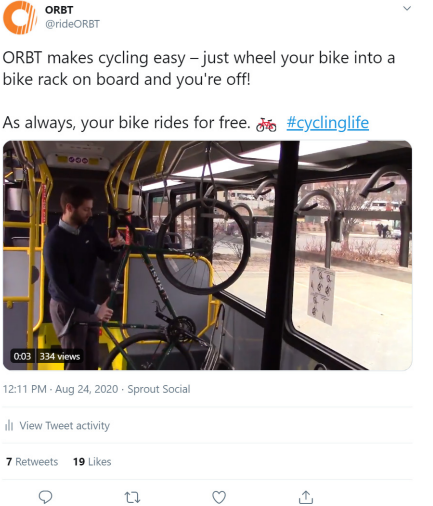
## Facebook: [Metro Transit Omaha](#)

Posts: 12  
Reach: 12,401  
Reactions: 218  
Comments: 24  
Shares: 38  
9 new page likes | 0.5% increase



## Twitter: [@rideORBT](#)

Tweets: 10  
Impressions: 15,300  
Averaging 1,021 impressions per tweet this year  
Mentions: 12  
Profile visits: 195  
21 new followers | 3.7% increase



## Instagram: [@metrotransitoma](#)

Posts: 4  
Likes: 107  
Averaging 30.5 likes per post this year  
Comments: 4  
9 new followers | 0.9% increase



# ORBT UPDATE

Crews have installed 17 ORBT canopies at all downtown stations and on the north side of Dodge.

Six eastbound stations are currently under construction or awaiting canopies: 90th, 84th, 72nd, 62nd, 49th, and 42nd.

Crews will begin installing canopies at these stations later this month. The final canopy at the eastbound 49th Street location will be the final installation.

Four locations will be ORBT Stops, meaning they will not feature a full ORBT station. Additional amenities are being planned for these stops, and information will continue to be provided to the public before launch.

In the weeks leading up to opening day, we will share information across all touchpoints regarding final infrastructure pieces – specifically the BAT lane, TSP, and the 84th Street Queue Jump – and station amenities.

As we near opening day, messaging will continue across all platforms. An outline of the ORBT launch plan has been provided to the Board under separate cover.

**metro** | **ORBT** TM **CONSTRUCTION STAGES**  
*updated 7.30.20*

Westroads, 90th St, 84th St, 77th St, 72nd St, 62nd St, 49th St, 42nd St, 33rd St, Park Ave, 24th St, 20th St, 15th St, 12th St

W DODGE RD, DODGE ST, Park Ave, 24th St, 19th St, 15th St, 10th St

- UNDER CONSTRUCTION**  
This station is currently under construction, which may affect travel lanes or sidewalks.
- PLATFORM COMPLETE**  
An ORBT platform has been built! Sidewalk and travel lanes are open.
- CANOPY INSTALLED**  
An ORBT canopy has been installed! This ORBT station will be prepped for launch later this year.
- ORBT STOP**  
This location will not feature a full ORBT station. Additional amenities are being planned!

**RIDE ORBT.COM**

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### Agenda Item #4: Request Approval for the Proposed Change Order for Dimensional Innovations to Manufacture and Install the Shelters at Three ORBT Station Stops as Included in the ORBT Station Canopy Package, a Portion of the Omaha Rapid Bus Transit Project

(J. Willoughby)

Dimensional Innovations was awarded the ORBT Station Canopy Package contract for \$6,950,178. This package included all manufacturing and installation of the canopy structures and amenities associated with the platform for the 24 ORBT stations. As the construction progressed, it was determined that Metro needed 2 new smaller stations (Station Stops) at 77th and Dodge Street east and westbound along with a smaller shelter footprint at eastbound 33rd and Dodge Street. The two additional shelter stops at 77th and Dodge, provide a connection to the Keystone Trail and the 76th Street area. At eastbound 33rd and Dodge, a larger station canopy could not be constructed due to the uncertainty of the adjacent property owner's development and an existing building structure underground. The adjacent property owner has agreed to allow a smaller station stop at 33rd that will not impact the underground structure and also provide a stop location until as such time a larger station is constructed. These station stops will have smaller 16' x 5' solar powered shelters branded to resemble the larger ORBT station canopies and will include a bench and trash receptacles. Metro requested a proposal from Dimensional Innovations to manufacture and install the three station stop shelters. The proposal from Dimensional Innovations is a not to exceed amount of \$419,678.00. The proposed amount is 5% higher than the Independent Cost Estimate.

We are requesting the Board authorizes the CEO to execute the proposed change order for Dimensional Innovations to manufacture and install the shelters for the station stops at 77<sup>th</sup> and Dodge east and westbound and 33<sup>rd</sup> and Dodge Street eastbound.

This item was forwarded to the Procurement Committee, prior to the Board meeting for their review.

Discussion was had.

Motion by Ms. Plucker; Second by Mr. Meadows

**ROLL CALL:**

**UNANIMOUS; MOTION CARRIES.**

### Agenda Item #5: Administrative Report

(L. Cencic)

Ms. Cencic informed the Board that her first week as CEO began on the previous Monday, and that this Monday was her first day of taking over the reins of leadership at Metro. Ms. Cencic worked well with Mr. Simon to help create a seamless transition. A number of meetings were held last week to get Ms. Cencic up to speed and to begin conversations with organizations outside of the building. Ms. Cencic met with several groups and individuals, including Mayor Stothert and Mr. Youell, Executive Director of MAPA, to discuss initiatives and priorities in the Omaha area.

Ms. Cencic updated the Board that Metro plans to open ORBT without waiting for additional canopies at Dodge & 77<sup>th</sup> eastbound and westbound and Dodge & 33<sup>rd</sup> eastbound to be installed. Metro is working on what can be done as an interim step to identify these areas clearly as working ORBT stations rather than construction areas. ORBT construction remains on schedule. All concrete work is complete. The BAT lanes will begin being painted on Tuesday of next week. Metro will be testing electrical systems next week at the Westroads ORBT station, to ensure that it runs smoothly and to work through any kinks that might occur. Metro expects all station canopies to be installed by October 5<sup>th</sup>.

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Ms. Cencic informed the Board that Metro is excited to partner with Omaha by Design to include artwork at 12 ORBT stations. Vinyl will be installed on electrical boxes at those stations and local artists will paint on the vinyl. Metro is currently working through logistics with Omaha by Design to make sure the partnership is successful.

Ms. Cencic updated the Board of the most recent FTA quarterly update meeting last week. During the meeting, Metro went through grants, change orders, etc. Ms. Willoughby did a great job leading the meeting. The FTA is happy with Metro's progress. The official launch date is still being determined. Metro staff are currently working across departments to come up with an aggressive but realistic schedule. Some delays were beyond Metro's control due to fires in the western United States and shipping delays.

Lastly, Ms. Cencic informed the Board that ORBT has been nominated for the Laurels Award by Omaha by Design, and Mr. Rose has been nominated for the Young Urbanist Award this year.

Discussion was had.

**Agenda Item #6: Executive Session**

Mr. Lund entertained a motion to enter into Executive Session at 9:23 a.m.

Motion by Mr. Meadows; Second by Ms. Plucker

**ROLL CALL:  
UNANIMOUS; MOTION CARRIES.**

Ms. Plucker and Mr. Meadows left the Executive Session in progress.

Mr. Lund entertained a motion to return to Regular Session at 10:54 a.m.

Motion by Mr. Lawse; Second by Ms. Haase.

**ROLL CALL:  
UNANIMOUS; MOTION CARRIES.**

**Agenda Item #7: Date, Time and Place of Next Board Meeting**

**Thursday, October 22, 2020, at 8:30 a.m. at Metro Transit Authority's Administrative Building.**

**Agenda Item #8: Adjournment**

There being no further business to come before the Board, a motion was entertained to adjourn the meeting at 10:54 a.m.

Motion by Ms. Haase; Second by Mr. Lawse.

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**ROLL CALL:**

**UNANIMOUS; MOTION CARRIES.**

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**Mr. Jay Lund – Chair**

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**Recording Secretary**