

**Time: 9:00 AM**

**Date: December 04, 2020**

**Location: City Council Chamber  
200 North Walker  
Oklahoma City, Oklahoma**

**TRUSTEES:**

**Chris Kauffman, Chairperson**

**Bernard L. Semtner, III, Vice Chairperson**

**Robert Ruiz**

**James Cooper**

**Brent Bryant**

**Vacant Trustee**

**David Holt**

**Steve Hill, Surrogate Trustee**

**Craig Freeman, City Manager**

**Laura Johnson, Surrogate Trustee**

**COTPA Office, 2000 S. May Ave., Oklahoma City, Oklahoma 73108**

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## **Participant Instructions**

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The following safety guidelines are in place during the COVID-19 pandemic for meetings in the Council Chamber at City Hall: face coverings are required throughout the building (disposable face masks will be available); only the south entrance to City Hall will be open; temperature checks will be required upon entry; meeting attendees are required to sign a log for contact tracing purposes; Chamber doors will be marked “entrance” and “exit”; air purifying machines will be in the Chamber; hand sanitizer machines will be available; seating for up to 33 people will be available in the Chamber; up to 3 people can sit in an open pew (family groups may sit together and exceed the limit of 3 people per pew); if needed, overflow seating will be available on the 3<sup>rd</sup> and 2<sup>nd</sup> floor lobbies; and the Chamber will be cleaned and sanitized daily.

It is the policy of COTPA to ensure communication with participants and members of the public with disabilities are as effective as communications with others. Anyone with a disability that would like to participate in the meeting but requires an accommodation, modification of policies/procedures, auxiliary aid or service, or an alternate format of the agenda/information provided at the meeting, please contact Trust Specialist at 405-297-2824 within 48 hours (not including weekends or holidays) of scheduled meeting. Individuals utilizing TTY/TDD technology for telephone communication should utilize the free “711 Relay Oklahoma” service by dialing 711 to assist you in contacting Trust Specialist. The Authority will consider the choice of auxiliary aid or service requested by the individual with a disability.

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## AGENDA

### **CENTRAL OKLAHOMA TRANSPORTATION AND PARKING AUTHORITY**

**DATE: December 04, 2020**

**TIME: 9:00 AM**

**PLACE: City Council Chamber, 200 North Walker, Oklahoma City, Oklahoma 73102**

#### **I. CALL TO ORDER**

#### **II. ITEMS FROM THE CHAIRMAN**

#### **III. CITIZENS TO BE HEARD**

#### **IV. APPROVAL OF MINUTES**

- A. Minutes of the November 4, 2020 COTPA Finance Committee Special Meeting.
- B. Minutes of the November 6, 2020 COTPA Board Meeting.

#### **V. CONSENT DOCKET**

- A. Resolution amending EMBARK Fee Schedule to provide discounts for bulk ticket purchases.
- B. Amendment No. 1 to Professional Services Agreement with Monarch Marketing Group, L.L.C. (COTPA 2016-018) for media buying and consulting services, amending the term, estimated cost of \$50,000, January 8, 2021 to May 7, 2021.
- C. Amendment No. 7 to Software Maintenance Agreement with Trapeze Software Group, Inc. d.b.a. TripSpark (COTPA 2011-05) for software maintenance, amending the term, removing services, and defining the cost, estimated annual cost not to exceed \$225,000, December 4, 2020 to December 3, 2024.
- D. Amendment No. 1 to Lease Agreement with Oklahoma City Public Schools Foundation, 431 W Main Street, Suite E, Oklahoma City, annual revenue \$24,907.04, retroactive from October 1, 2020 to September 30, 2021.
- E. Resolution authorizing the Administrator to re-negotiate the quantity of parking spaces for premium seating patrons with The Professional Basketball Club, LLC for the 2020-2021 National Basketball Season Due to the COVID-19 Pandemic.

#### **VI. ITEMS FOR INDIVIDUAL CONSIDERATION**

- A. Change Order No. 9 for Project No. MB-1413, Convention Center Parking Garage, 15 SW 4<sup>th</sup> Street, Oklahoma City, for additional signage, corner guards,

bollard covers, sump pump cover, and modifications to handrails, guardrails, and elevator cab flooring, increase of \$73,600.

- B. Supplemental and Modification Agreement No. 1 with the State of Oklahoma Department of Transportation for Federal Highway Administration Surface Transportation Block Grant Funds, Project No. STP-255E (518) AG., JP No. 374755(04), CFDA No. 20.205 (Highway Planning and Construction), requiring the submission of required documents for the purchase of two 40-foot buses.
- C. Resolution approving the Public Transportation Agency Safety Plan, Version 1, December 2020 (Attachment “A”) for bus operations and authorize implementation of the Safety Management System.

**VII. RATIFICATION OF CLAIMS AND PAYROLL**

- A. Ratification of Payroll and Vendor Claims for the Period of November 3 through November 24, 2020.

**VIII. RECEIVE FINANCIAL REPORTS**

- A. Receive the COTPA Schedules of Revenues and Expenditures – Budget to Actuals for the Month Ended October 31, 2020.

**IX. RECEIVE PROGRAM REPORTS**

- A. Community Engagement and Customer Relations Program Update
- B. Marketing and Technology Program Update
- C. Oklahoma City Streetcar Program Update
- D. Parking Program Update
- E. Transit System Program Update

**X. ITEMS FROM TRUSTEES**

**XI. ADJOURNMENT**