

**MINUTES
REGULAR BOARD MEETING
JACKSONVILLE TRANSPORTATION AUTHORITY
THURSDAY, SEPTEMBER 14, 2023 – 10:00 A.M.**

The regular Board meeting of the Jacksonville Transportation Authority (JTA) was held on Thursday, October 14, 2023.

BOARD MEMBERS

Deborah Buckland, Chair
G. Ray Driver, Vice Chair
Abel Harding, Secretary
Aundra Wallace, Treasurer
Arezou Jolly, Immediate Past Chair

JTA EXECUTIVE STAFF

Nathaniel P. Ford Sr., CEO (Virtual)
Cleveland Ferguson III, SVP Administration
Charles Frazier, SVP Operations
Greer Gillis, SVP System Development

BOARD MEMBERS NOT PRESENT

Greg Evans, FDOT
Stephanie Burch, Board Member

OTHERS PRESENT

Katie Smith, Board Administrator
Richard Milian, General Counsel

A. CALL TO ORDER – Chair Buckland called the meeting to order at 10:04 a.m. and thanked the Board and JTA staff for their time to attend the meeting, and the Annual Strategic Retreat that was held over the last two days.

Director Jolly led the Pledge of Allegiance.

Mrs. Smith completed a roll call confirming a quorum of the Board.

Chair Buckland then provided the safety message for the month of September, “If you See Something Wrong, Do Something Right.”

B. APPROVAL OF MINUTES FROM JUNE 29, 2023 BOARD MEETING

MOTION (Wallace/Harding) to approve minutes. Motion Approved (5-0).

C. COMMENTS FROM COUNCIL LIAISON – Councilwoman Pittman was not in attendance.

D. EMPLOYEE RECOGNITION AWARDS – Chair Buckland announced that due to the meeting being offsite the Employee Recognitions would be done outside of the meeting.

E. COMMENTS FROM THE PUBLIC: There were no public comments.

Chair Buckland stated that due to a time constraint, the Board would move right into the consent agenda and action items.

H. CONSENT AGENDA

1. DECLARATION OF SURPLUS PROPERTY

2. APPROVAL OF CONTRACT AWARD FOR INVENTORY PARTS – SKYWAY (SS-23-005)

3. APPROVAL OF CONTRACT AMENDMENT FOR ORACLE SECURITY PRODUCT AND MODULE

MOTION (Harding/Driver) Approval of Consent Agenda items H.1 through H.3 as recommended by Staff. Motion Approved (5-0).

I. ADOPTION AGENDA

No items.

J. SAFETY, AUDIT AND COMPLIANCE COMMITTEE (Wallace, Committee Chair)

1. APPROVAL OF CONTRACT AWARD FOR CLAIMS ADJUSTER SERVICES (P-23-017) – Mr. Ferguson stated that staff recommends the Board authorize the Chief Executive Officer (CEO) to negotiate and execute a contract agreement with Allied Adjuster, Inc the single responsive and responsible proposer to provide professional Claims Adjuster Services. The agreement is in an amount not to exceed \$165,000 per year, for a three-year base term estimated not to exceed \$495,000, with the Authority having the option to renew the contract for two additional one-year periods estimated not to exceed \$330,000, for a total contract not to exceed amount of \$825,000.

MOTION (Jolly/Wallace) to Contract Award for Claims Adjuster Services. Motion Approved (5-0).

2. APPROVAL OF CONTRACT AWARD FOR SECURITY SERVICES (B-23-018) – Mr. Ferguson stated that staff recommends the Board approve and authorize the CEO to enter into a piggyback contract with Universal Security Services LLC, DBA Allied Universal Security Services under the JEA contract #JEA11127. The Security Services agreement will be for a base of five years with one two-year renewal option and will provide armed and unarmed security force services.

Mr. Ferguson added that during the retreat staff shared that the JTA takes opportunity to reduce cost for services. Piggybacking on an existing contract for Security Services does just that.

MOTION (Driver/Harding) to approve Contract Award for Security Services. Motion Approved (5-0).

3. APPROVAL OF CONTRACT AWARD FOR INSURANCE BROKERAGE SERVICES (P-23-016) – Mr. Ferguson stated that staff recommends the Board approve the ranked shortlist and authorize the CEO to negotiate and execute a three-year initial contract agreement with two, one-year extension options with the number one ranked firm, Arthur J. Gallagher Risk Management Services, LLC in an amount not-to-exceed \$160,000 per year. The contract for Insurance Brokerage Services will not exceed \$800, 000 with the extensions awarded. If negotiations are not successful with the number one ranked firm, then the JTA would move to the second ranked firm

MOTION (Wallace/Harding) to approve Contract Award for Insurance Brokerage Services.
Motion Approved (5-0).

K. FINANCE AND ADMINISTRATION COMMITTEE (Harding, Committee Chair)

ACTION ITEMS

1. APPROVAL OF CONTRACT AWARD FOR HUMAN RESOURCES AND WORKFORCE DEVELOPMENT SERVICES (P-23-027) – Mr. Frazier stated that staff recommends the Board authorize the CEO to negotiate and execute a contract with C. Robinson & Associates, Inc., the number one ranked proposer for Human Resources and Workforce Development Services. The term of the agreement is for five years at an annual amount estimated not-to-exceed \$300,000 per year, with a total agreement value estimated at \$1,500,000.

He added that as part of MOVE2027, JTA has a multitude of projects under seven key initiatives that must be completed within the next four years. Specifically, through the teamWORKS initiative, the JTA has prioritized several workforce development strategies at all levels in the organization, including but not limited to one-on-one and classroom training, development of specialized curriculum, individual coaching and mentoring, train-the-trainer, focus groups, strategic planning, team retreats and the development of JTA University curriculum. The awardee will provide these services as well as project management oversight for Human Resources and Operational Development under the direction of Operations.

Mr. Frazier also stated that during the retreat, staff did highlight how JTA continues to focus on these options to bring talent to the JTA.

MOTION (Jolly/Harding) to approve Contract Award for Human Resources and Workforce Development Services. Motion Approved (5-0).

L. SERVICE DELIVERY (Burch, Committee Chair)

No items.

M. LONG RANGE PLANNING AND SYSTEM DEVELOPMENT (Driver, Committee Chair)

ACTION ITEMS

1. APPROVAL OF ENVIRONMENTAL REMEDIATION – MONTANA AVENUE SITE – Mr. Ferguson stated that staff recommends the Board authorize the CEO to pay Corner Lot's additional environmental remediation costs, in relation to contaminated soil, at the Montana Avenue (ARTEA) site. The total cost of remediation is \$4,930,241.76. After negotiations with Corner Lot, JTA's portion of the cost will be \$1,468,774.40.

Mr. Ferguson acknowledged that this matter was discussed during the retreat.

MOTION (Wallace/Harding) to approve the Environmental Remediation for Montana Avenue Site Motion Approved (4-0). Director Driver recused himself due to a potential conflict with his law firm.

2. DECLARATION OF REAL PROPERTY SURPLUS AND DISPOSITION – NEW BERLIN – Mr. Ferguson stated that staff recommends the Board officially declare certain real property as surplus and eligible for disposal through public sale or transfer to other governmental agencies. Staff also recommends that the Board authorize the CEO to enter into negotiations with Premier Education, Corp for sale of the property in the amount of \$875,000. The subject parcel is identified as a portion of the Duval County Property Appraiser’s Real Estate Number 106939-0010 comprised of approximately 1.7 acres on New Berlin Road.

Mr. Ferguson shared that as has been discussed in previous Board work sessions, JTA’s practice is to offer Real Property to the Florida Department of Transportation and the City of Jacksonville before any disposition. Neither entity had a need for this parcel.

MOTION (Driver/Harding) to approve the Declaration of Real Property Surplus and Disposition for New Berlin. Motion Approved (5-0).

3. APPROVAL OF ADDITIONAL FUNDING APPROPRIATION - BAY STREET INNOVATION CORRIDOR PHASE 2 – Director Driver acknowledged that the Board discussed this item in detail at the retreat earlier in the day.

Mrs. Gillis stated that staff recommends the Board authorize the CEO to execute Supplemental Phasing Agreement 2 with Balfour Beatty, the sole proposer, to provide Autonomous Vehicle (AV) Design-Build, Operations and Maintenance (DBOM) Services for the Ultimate Urban Circulator (U2C) Program Phase I, which is the Bay Street Innovation Corridor (BSIC) Project. The staff also requests the Board approve an increase in funding of approximately \$15.5M for the BSIC Project. This increased funding will be used to complete the contractual requirements and scope of work defined in the BSIC Progressive Project Delivery Agreement.

The JTA seeks to build the BSIC using a progressive AV-DBOM Project Delivery Method. Due to the highly technical and innovative nature of this project, a progressive project delivery method was chosen. Milestones for design delivery were chosen at key decision points within the total design process. The JTA Board has been briefed at milestone points to build understanding and to communicate the project’s path forward. After maturing the project past the 60 percent design phase, the total compensation required to complete the BSIC is now estimated at a not-to-exceed amount of \$65M. The original budget of the BSIC project was \$49.5M. The \$15.5M project

cost increase is primarily driven by the required building needs for the Operations & Maintenance Facility at the Jefferson Street location.

Mrs. Gills added that as Director Driver acknowledged, staff and the Board discussed design refinements, cybersecurity and dedicated funds.

She shared that the project is currently funded through the BUILD grant, State funds, in-kind funds, and JTA funds. This additional supplemental request will be funded by JTA local funds (not reserves).

MOTION (Harding/Wallace) to approve additional funding appropriation for BSIC contract amendment for fixed route scheduling and dispatching system. Motion Approved (5-0).

N. OLD BUSINESS

1. APPROVAL OF RATIFICATION AND APPROVAL OF CONTRACT EXTENSTIONS FOR MARKETING AND COMMUNICATIONS – Mr. Ferguson stated that pursuant to an assessment of all outstanding contractual obligations of the Authority, Staff recommends approval of the marketing and communications items for Corporate Communications and Marketing Services, JTA Transit and Shelter Advertisement, and JTA Website Upgrades and Support.

Mr. Ferguson also stated that these contracts were part of the services needed while the emergency orders were in place during the pandemic to ensure JTA operations continued with the needed signage and communication to the public.

MOTION (Jolly/Driver) to approve the ratification and approval of Contract Extension for Marketing and Communications. Motion Approved (6-0).

O. NEW BUSINESS

1. RESOLUTION 2023-11: AUTHORIZATION TO FILE FISCAL YEAR 2024 PUBLIC TRANSIT STATE BLOCK GRANT PROGRAM – PUBLIC TRANSPORTATION AGREEMENT – Mr. Ford stated that staff recommends the Board adopt Resolution 2023-11 authorizing the Chief Executive Officer to enter into Public Transportation Grant Agreement with the Florida Department of Transportation (FDOT) for Fiscal Year 2024 Public Transit State Block Grant Program funds totaling \$5,029,877.

Funding for this project will total \$10,059,754. FDOT will provide funding of 50 percent (\$5,029,877) and the JTA will provide a 50 percent local match (\$5,029,877).

MOTION (Harding/Driver) Authorization to File Fiscal Year 2024 Public Transit State Block Grant Program - Public Transportation Agreement. Motion Approved (6-0).

2. APPROVAL OF FISCAL YEAR 2024 GOALS AND OBJECTIVES – Mr.

Ferguson stated that as discussed during the retreat, staff requests Board approval of the Fiscal Year 2024 Goals and Objectives which were created based on the MOVE 2027 Strategic Plan. These Goals and Objectives include applying the Specific, Measurable, Achievable, Realistic and Time-bound (SMART) framework for Fiscal Year 2024 targets, variables, and reporting as well as the MOVE2027 through JTA’s Innovation, Discovery and Enterprise Analytics (IDEA) Lab.

Mr. Ferguson added that approval of annual goals and objectives is a requirement based on the contract between the Board and the CEO.

MOTION (Harding/Wallace) Approval of Fiscal Year 2024 Goals and Objectives. Motion Approved (6-0).

F. CHIEF EXECUTIVE OFFICER’S (CEO) REPORT: Mr. Ford stated that over the last day and a half the Board and staff have been at the annual Strategic Retreat. He provided an overview of the topics presented and discussed during the retreat and thanked the Board for their attendance. He was particularly grateful for the Chair of the National Transportation Safety Board, Honorable Jennifer Homendy, for being able to join us remotely to discuss Vision Zero, and how transportation is key in achieving that goal.

Mr. Ford acknowledged the work of the Safety and Security department to ensure the Authority is prepared for any issues. Specifically for Hurricanes as the JTA held its annual Tabletop activity preparing for the season immediately before Hurricane Idalia.

He also announced that JTA Chief of Staff, Ivan Rodriguez served on the Mayor’s Infrastructure Committee and EVP/CAO, Cleveland Ferguson, and SVP/CCO, Greer Gillis, both presented to various subcommittees on JTA’s history, MOVE2027, JTAMobilityWorks, the Ultimate Urban Circulator, and more.

On August 24th we held the first of a series of AV Webinar meetings the JTA is hosting, under the title of “Autonomous Mobility: Conversations. Challenges. Solutions”. The upcoming episodes will cover topics such as positive impacts in the areas of health, education, and accessibility, as well as policy and regulatory discussions.

Mr. Ford announced that in partnership with the Florida State College of Jacksonville, last week we announced a new program to expand testing of AV’s in FSCJ’s downtown campus. The program builds upon JTA’s and FSCI’s collective efforts to spotlight the city of Jacksonville on transforming mobility and accessibility, improving roadway safety, and positively impacting the environment. This partnership was established in 2020 through a joint Memorandum of Understanding.

He concluded his report by sharing that the JTA is ready to service the Jaguar fans on the Game Day Express. Last year there were an average of 2,000 riders per game. The staff is prepared to service an average of 3,000 per game for this season.

G. DIVISION REPORTS

1. **ADMINISTRATION MONTHLY REPORT** – Mr. Ferguson shared highlights of the Administration Division through July 2023.

2. **SYSTEM DEVELOPMENT REPORT** – Ms. Gillis shared details of the System Development Report for July 2023 and the DBE report for the third quarter of Fiscal Year 2023.

3. **OPERATIONS MONTHLY REPORT** – Mr. Frazier provided the Board with a summary of Operations report through July 2023.

Chair Buckland recognized Director Harding as this may be his last meeting with the JTA.

Director Harding shared his appreciation of the staff and what an honor it has been to serve with his fellow Board Members.

There being no further business, the meeting adjourned at 10:44 a.m.

SEAL

Debbie Buckland, Chair

Abel Harding, Secretary