

Pace Suburban Bus Service

Board of Directors



Board Meeting Minutes

November 2017



**Suburban Bus Division of the Regional Transportation Authority
550 West Algonquin Road
Arlington Heights, Illinois
Open Session of the Board of Directors
November 8, 2017**

The Board of Directors of Pace, the Suburban Bus Division of the Regional Transportation Authority, met in public session on Wednesday, November 8, 2017, at 4:30 p.m. at Pace corporate headquarters, 550 West Algonquin Road, Arlington Heights, Illinois, pursuant to notice.

Chairman Kwasneski led assembly in the Pledge of Allegiance.

Chairman Kwasneski called the meeting to order at 4:30 p.m.

Directors physically present: Canning, Carr, Claar, Larson, Marcucci, Schielke, Shepley, Soto, Stephens, Tamley, Chairman Kwasneski. Director Wells arrived at 4:32 p.m., and Director Hastings arrived at 4:38 p.m.

SBD #17-93 – Resolution approving the minutes of the Open Session meeting of October 11, 2017.

Director Canning moved, and Director Stephens seconded a motion to approve the minutes of the Open Session meeting of October 11, 2017. The motion passed with a unanimous vote, no Director voted Nay.

Public Comment

Comment from Garland Armstrong.

Report of Chairman

Chairman Kwasneski attended the Plainfield Park-n-Ride groundbreaking for the Bus on Shoulder service.

Chairman Dillard is speaking at Maggiano's at the City Club on November 30th, if any of the Board Members would like to attend they should contact T.J. Ross or Rocky Donahue.

Directors' Reports

Director Carr attended the Million Miler Awards earlier on November 8, 2017.

He conducted the public hearing for Central Suburban Cook County. There were a few comments from attendees.

Director Claar attended the Plainfield Park-n-Ride groundbreaking for the Bus on Shoulder service.

Director Marcucci attended the Million Miler Awards earlier on November 8, 2017.

He conducted the public hearing for DuPage County where two people attended with comments. He presented the Pace television ad promoting the I-90 Bus on Shoulder service.

Director Schielke conducted the Kane County public hearing where one person attended with comment.

Director Shepley conducted the McHenry public hearing where a few people attended with comment.

Director Soto attended the Million Miler Awards earlier on November 8, 2017. She conducted the Lake County public hearing where a couple of people attended with comment.

Director Tamley attended the Million Miler Awards earlier on November 8, 2017. She conducted two City of Chicago public hearings where numerous people attended with comment, mostly about the service itself.

Report of Executive Director

T. J. Ross, Executive Director, reported on his Pace-related activities during the past month.

T.J. attended the Million Miler Awards earlier on November 8, 2017.

The 3rd quarter budget results were discussed including ridership.

He discussed the new Milwaukee Pulse service, Transit Signal Priority (TSP), I-90, I-55 and I-94 Bus on Shoulder service.

Action Items

SBD #17-94 – Ordinance authorizing the approval of Pace’s 2018 Operating Budget and Capital Program, 2018-2020 Business Plan for Operations, the 2018-2022 Capital Business Plan and appropriation of funds in accordance with the Program and Budget, and authorizes the budget to be submitted to the RTA upon adoption by the Pace Board.

Director Shepley moved, and Director Marcucci seconded a motion to approve the Ordinance. The motion passed with the following roll call vote: Directors Canning, Carr, Claar, Hastings, Larson, Schielke, Soto, Stephens, Tamley, Wells, and Chairman Kwasneski. All Directors voted Aye. No Director voted Nay.

SBD #17-95 – Ordinance authorizing approval of Board Member travel and business expenses for the month October 2017 pursuant to Public Act 099-0604 Local Government Travel Expense Control Act.

Director Larson moved, and Director Stephens seconded a motion to approve the Ordinance. The motion passed with the following roll call vote: Directors Canning, Carr, Claar, Hastings, Marcucci, Schielke, Shepley, Soto, Tamley, Wells, and Chairman Kwasneski. All Directors voted Aye. No Director voted Nay.

SBD #17-96 – Ordinance authorizing the award of a sole source contract to Trapeze Software Group, Inc. for Demand Response Short Message Service (SMS) and E-Mail Imminent Arrival Notifications, in an amount not to exceed \$363,594.95.

Director Claar moved, and Director Schielke seconded a motion to approve the Ordinance. The motion passed with the following roll call vote: Directors Canning, Carr, Hastings, Larson,

Marcucci, Shepley, Soto, Stephens, Tamley, Wells, and Chairman Kwasneski. All Directors voted Aye. No Director voted Nay.

SBD #17-97 – Ordinance authorizing the award of a contract to Pretzel & Stouffer, Chartered, for Legal Services for Personal Injury, Premises Liability, and General Legal Matters, in an amount not to exceed \$6,000,000.00.

Director Schielke moved, and Director Claar seconded a motion to approve the Ordinance. The motion passed with the following roll call vote: Directors Canning, Carr, Hastings, Larson, Marcucci, Shepley, Soto, Tamley, Wells, and Chairman Kwasneski. All Directors voted Aye. No Director voted Nay.

SBD #17-98 – Ordinance authorizing the award of a contract to Mansfield Power & Gas, LLC for the Natural Gas and Related Management Services, in an amount not to exceed \$2,885,925.00.

Director Schielke moved, and Director Larson seconded a motion to approve the Ordinance. The motion passed with the following roll call vote: Directors Canning, Carr, Claar, Hastings, Marcucci, Shepley, Soto, Stephens, Tamley, Wells, and Chairman Kwasneski. All Directors voted Aye. No Director voted Nay.

SBD #17-99 – Ordinance authorizing a change order to Contract Number 223274 with Globetrotters Engineering Corporation for Architectural/Engineering Services for NWTC Phase II Mid Life. This action increases the contract total from \$240,883.46 to \$254,733.16, an increase of \$13,849.70.

Director Schielke moved, and Director Soto seconded a motion to approve the Ordinance. The motion passed with the following roll call vote: Directors Canning, Carr, Claar, Hastings, Larson, Marcucci, Shepley, Stephens, Tamley, Wells, and Chairman Kwasneski. All Directors voted Aye. No Director voted Nay.

SBD #17-100 – Ordinance authorizing a change order to Contract Number 219468 with Cabconnect, Inc. for Third Party Administration of Taxi Access Program (TAP) and Mobility Direct (MD) Electronic Swipe Card Program. This action extends the contract term for one (1) year and increases the contract total from \$727,942.64 to \$1,005,351.64, an increase of \$277,409.00.

Director Schielke moved, and Director Larson seconded a motion to approve the Ordinance. The motion passed with the following roll call vote: Directors Canning, Carr, Claar, Hastings, Marcucci, Shepley, Soto, Stephens, Tamley, Wells, and Chairman Kwasneski. All Directors voted Aye. No Director voted Nay.

SBD #17-101 – Ordinance authorizing Procurement to solicit and award 2018 diesel fuel contracts in an amount not to exceed \$13,138,926.35.

Director Carr moved, and Director Shepley seconded a motion to approve the Ordinance. The motion passed with the following roll call vote: Directors Canning, Claar, Hastings, Larson, Marcucci, Schielke, Soto, Stephens, Tamley, Wells, and Chairman Kwasneski. All Directors voted Aye. No Director voted Nay.

Chairman Kwasneski asked for a motion to adjourn into Closed Session for the purpose of discussing closed session minutes (2-C-21), pending litigation (2-C-11), and the appointment, discipline, performance, or dismissal of specific employees or legal counsel for Pace (2-C-1). Director Soto moved, and Director Stephens seconded the motion. The motion passed with a unanimous vote from the Board of Directors at 5:37 p.m.

Reconvene

Chairman Kwasneski reconvened the Open Session of the Pace Board of Directors meeting at 6:31 p.m. on the following roll call vote: Directors Carr, Claar, Hastings, Larson, Marcucci, Schielke, Shepley, Soto, Stephens, Tamley, Wells, and Chairman Kwasneski. All Directors voted Aye. No Director voted Nay.

Action Items

SBD #17-102 – Resolution approving the minutes of the Closed Session Meeting of October 11, 2017.

Director Carr moved, and Director Shepley seconded a motion to approve the Closed Session Minutes of October 11, 2017. The motion passed with a unanimous vote from the Board of Directors without roll call.

Adjournment

There being no further business, Chairman Kwasneski asked for a motion and a second to adjourn the meeting.

Director Hastings moved, and Director Shepley seconded a motion to adjourn the Pace Board of Directors meeting. The motion passed with a unanimous vote from the Board of Directors. The meeting adjourned at 6:32 p.m.

The next regular meeting of the Pace Board of Directors will be held on Wednesday, December 13, 2017 at 4:30 p.m. at Pace Corporate Headquarters, 550 West Algonquin Road, Arlington Heights, Illinois.