



Cape Fear Public Transportation Authority

**MINUTES OF THE
CAPE FEAR PUBLIC TRANSPORTATION AUTHORITY SPECIAL MEETING
June 16, 2021
Mr. Tony Caudle, Chairman, Presiding**

MEMBERS PRESENT

Mr. Tony Caudle, Chairman, City of Wilmington Interim Manager
Mr. Chris Coudriet, Vice Chairman, New Hanover County Manager
Mr. Kemp Burpeau, New Hanover County, Attorney
Mr. Meredith Everhart, City of Wilmington Designee
Mr. Mike Kozlosky, WMPO, Executive Director
Mr. Paul Lawler, City of Wilmington Appointee
Ms. Laura Mortell, City of Wilmington, Budget and Research Director
Ms. Lisa Wurtzbacher, New Hanover County, Chief Finance Officer

MEMBERS ABSENT

Ms. Deb Hays, New Hanover County Commissioner
Mr. John Joye, City of Wilmington, Attorney

STAFF PRESENT

Ms. Marie Parker, Executive Director
Ms. Megan Matheny, Deputy Director
Mr. Joe Mininni, Director of Finance & Administration
Mr. Cliff Rode, Paratransit Manager
Ms. Kathy Williams, Customer Service Supervisor

CONTRACT MANAGEMENT STAFF PRESENT

Mr. Matthew McBride, Contractor General Manager, First Transit
Ms. Noel Fox, Craige and Fox PLLC, Attorney
Mr. Matthew Daniels, Contractor Maintenance Manager, First Transit
Mr. Bill Harned, Area Vice President, First Transit
Ms. Kate Molinsky, Attorney, First Transit
Mr. Andrew Noeth, Contractor Assistant Maintenance Manager, First Transit

GUESTS PRESENT

Mr. Justin Augustine, Transdev
Ms. Laura Bass, Citizen
Mr. Morris Cook, Citizen
Mr. W.C. Phil, Transdev
Mr. Tom Pacelli, Transportation Program Coordinator, NHC Senior Resource Center
Mr. Nathan Slater, Transdev

CALL TO ORDER

- Chairman Caudle called the meeting to order at 4:00 pm

ROLL CALL

- Mr. Caudle stated there is no need for a roll call as there are no members attending remotely
- All members and their designees were identified as present except for Commissioner Hays

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Secretary - Wave Transit

APPROVAL OF MEETING AGENDA

- Mr. Caudle asked for approval of the meeting agenda
- Mr. Coudriet made a motion to approve the meeting agenda as presented
- There was a second by Mr. Lawler and the motion carried
- Mr. Caudle moved to the main item on the agenda

AWARD OF TRANSIT MANAGEMENT SERVICE CONTRACT

- Mr. Caudle recognized Ms. Parker
- Ms. Parker stated she was charged with negotiating down on the rate with Transdev which was done successfully
- She stated the initial bid was \$3,584,870 total for the five (5) year contract
- The new best and final offer for the management contract only is \$2,883,520 which is a reduction of 19.6%
- Ms. Parker stated the overall annual savings from the initial proposal to the last proposal is approximately \$701,350 and they have confirmed the pricing offer for the workers compensation insurance is firm
- Mr. Coudriet asked Ms. Parker if there was anything she had to sacrifice or compromise on to get to that pricing
- Ms. Parker responded no, instead there was a lot of clarification of information provided, particularly surrounding the insurance
- She stated this did not impact the pricing; however, we did offer a ninety-day reprieve on the liquidated damages so the contractor could come in and learn the operations
- Mr. Lawler asked if the contract includes performance measures
- Ms. Parker responded yes
- She stated it includes incentives and disincentives as outlined in the RFP
- Ms. Parker summarized the incentives and disincentives and confirmed that on-time performance was not included as part of the contract
- Hearing no further questions or comments, Mr. Caudle entertained a motion for award of the transit management service contract
- Mr. Burpeau made a motion to award the transit management contract to Transdev North America and to authorize the Executive Director to execute a contract in a form approved by the Authority
- There was a second by Mr. Coudriet
- Mr. Coudriet requested, on behalf of Commissioner Hays, that the record show that if she were here, she would be voting in support of this contract
- Mr. Caudle called the vote
- The vote based unanimously with all in favor

ADJOURNMENT

- Hearing no new business, Mr. Caudle adjourned the meeting at 4:06 pm