

**MINUTES  
REGULAR BOARD MEETING  
JACKSONVILLE TRANSPORTATION AUTHORITY  
TUESDAY, JULY 2, 2024**

The regular Board meeting of the Jacksonville Transportation Authority (JTA) was held on Tuesday, July 2, 2024.

**BOARD MEMBERS**

Deborah Buckland, Chair  
Patricia Sams, Treasurer  
Megan Hayward, Board Member  
Arezou Jolly, Immediate Past Chair

**JTA EXECUTIVE STAFF**

Nathaniel P. Ford Sr., CEO  
Cleveland Ferguson, EVP Administration  
Greer Gillis, SVP System Development  
Raj Srinath, SVP Finance and Technology  
Jeffery Smith, SVP Operations

**BOARD MEMBERS NOT PRESENT**

G. Ray Driver, Vice Chair  
Greg Evans, FDOT

**OTHERS PRESENT**

Katie Smith, Board Administrator (Virtual)  
Richard Milian, General Counsel

A. **CALL TO ORDER** – Chair Buckland called the meeting to order at 2:18 p.m. and thanked the Board for attending the meeting and work session held immediately before the meeting.

Director Sams led the Pledge of Allegiance.

Mrs. Smith completed a roll call.

Chair Buckland then provided the safety message for the month of July. “Make Safety First and Make it Last.”

B. **APPROVAL OF MINUTES FROM MAY 22, 2024 BOARD MEETING**

**MOTION** (Hayward/Sams) to approve the minutes. Motion Approved (4-0).

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

D. **AUTHORITY RECOGNITION AWARDS**

May Employees of the Month:

Bus Operator: Dennis Collins

Maintenance: Tommie Kelly

Administrative: Cory Gaynor

E. **COMMENTS FROM THE PUBLIC:** There was one public comment.

1. Dave Spencer – Ms. Spencer spoke on his concerns about limiting access to scooters. Chair Buckland advised that staff is in the room to speak with Mr. Spencer regarding his concern. He also shared that operator 3110 should be recognized as he does a fantastic job.

F. **CHIEF EXECUTIVE OFFICER'S REPORT:** Mr. Ford stated after his report, the Executive Leadership Team (ELT) would provide the Board with details and information related



to their divisions.

He shared information on activities over the last month, beginning with the last week of May. On May 29, the JTA held the official groundbreaking for the Autonomous Innovation Center at LaVilla and the quarterly FTA District meeting was held, where Mr. Ford and Regional Administrator, Dr. Yvette Taylor officially signed the grant agreement for the \$1.72 million RAISE Planning Grant to carry out planning for Phase III of the Ultimate Urban Circulator (U<sup>2</sup>C). On May 30, JTA hosted its annual State of the Authority with Keynote Speaker, Dr. Paul Newman, Oxford University Professor and Chief Technology Officer of Oxa. The week concluded with JTA hosting National Autonomous Vehicle (AV) Day at the Armsdale Test and Learn Facility.

The week of June 4, the Authority hosted public meetings at the Legends Community Center to gather community input on the phased bus stop upgrade project which will enhance 111 bus stops across Northwest Jacksonville. That same day, Mr. Ford had the opportunity to have lunch with more than 50 interns who are jumpstarting their careers by interning at the JTA as part of the Summer Internship Program. There was also the opportunity to express gratitude to Authority's riders during Customer Appreciation Day.

On June 10, service enhancements went into effect to improve the commute for riders by optimizing the running time on several routes to improve On Time Performance (OTP), added a Twin Towers tripper five days a week and started a new trip Plaza Street on weekdays. On the same day, Mr. Ford was joined by the ELT, along with the top executives from some of the top engineering and construction firms, for a CEO Roundtable to discuss the headwinds and tailwinds facing the transportation industry and how JTA is or should be prepared to address these. He concluded the day by attending the monthly JTAC meeting to hear what is on their mind.

Mr. Ford shared that on June 11 he had the pleasure to speak to the Civic Council about AVs during the CEO Connect Spotlight. He was joined in that presentation by Joe Moye from Beep and Kerri Steward from Miller Electric. The JTA also partnered with the City of Jacksonville (City) and Groundwork JAX to host the Emerald Trail Roundtable. The event brought together industry leaders and businesses to have collaborative and meaningful discussions about how to achieve accelerated project delivery. He thanked Chair Buckland and Directors Jolly and Sams for attending the event.

Mr. Ford concluded his remarks by sharing that in this past week the U.S. House Appropriations Committee released the Community Project Funding list for the Fiscal Year 2025 Transportation Appropriations bill and JTA's request for Philips Complete Streets project is included, with the full amount requested of \$5 million. This is the first step in the legislative process



that will see the committee include this list in the final markup of the bill before it gets wrapped up in the full Fiscal Year 2025 budget of the Federal Government.

A video showing highlights for activities was shared with the Board and attendees.

#### **G. DIVISION REPORTS**

1. **ADMINISTRATION MONTHLY REPORTS** – Mr. Ferguson shared highlights of the Administration Division and their activities through May, which included Real Estate and Economic Development and the Procurement Report.

2. **FINANCE MONTHLY REPORTS** – Mr. Srinath shared details of the Monthly Finance Reports for May and activities in his division.

3. **OPERATIONS MONTHLY REPORT** – Mr. Smith provided the Board with a summary of the Operations report through May 2024 and activities in his division, as well as monthly and yearly ridership. He also provided the Board with a follow-up to a public comment from the last Board Meeting related to senior customers having a long walk to the bus stop. Mr. Smith advised that the area is currently under construction and the buses are detoured. Once the routes are back to normal his staff will visit the site again to assist with the concerns of these riders.

4. **SYSTEM DEVELOPMENT MONTHLY REPORT** – Ms. Gillis shared details of the System Development Report through May 2024 and activities in her division.

#### **H. CONSENT AGENDA**

##### **1. APPROVAL OF CONTRACT AWARD FOR TOWING SERVICES (B-24-009)**

**MOTION** (Jolly/Sams) to Approve Consent Agenda item H.1 as staff recommends. Motion Approved (4-0).

#### **I. ADOPTION AGENDA**

1. **RESOLUTION 2024-08: AUTHORIZATION TO FILE FISCAL YEAR 2025 PUBLIC TRANSPORTATION GRANT – CLAY COUNTY RED LINE** – Mr. Srinath stated that staff recommends the Board adopt Resolution 2024-08 authorizing the Chief Executive Officer (CEO) to enter into a Public Transportation Grant Agreement with the Florida Department of Transportation (FDOT) for the Clay County Red Line flex route with funds totaling \$117,000.

2. **RESOLUTION 2024-09: AUTHORIZATION TO FILE FISCAL YEAR 2025 PUBLIC TRANSPORTATION GRANT – CLAY COUNTY BLUE LINE** – Mr. Srinath stated that staff recommends the Board adopt Resolution 2024-09 authorizing the CEO to enter into a Public Transportation Grant Agreement with the Florida Department of Transportation (FDOT) for the Clay County Blue Line flex route with funds totaling \$190,000.



**MOTION** (Sams/Hayward) to Adopt Resolution 2024-08 (Clay County Red Line) and Resolution 2024-09 (Clay County Blue Line) authorizing the filing of Fiscal Year 2025 Public Transportation Grants. Motion Approved (4-0).

**3. RESOLUTION 2024-10: ADOPTION OF CREATING SAFE SPACES ACTION PLAN** - Ms. Gillis stated that staff recommends the Board adopt Resolution 2024-10 formally committing JTA to the goal of Vision Zero. Execution of this resolution highlights the Authority's commitment to the goals of Vision Zero and the Creating Safe Spaces Action Plan, a program aimed at reducing traffic deaths and serious injuries around JTA's transit assets to zero by 2035. Florida has consistently ranked at the top of the list of most dangerous places to walk and bike, according to the most recent Smart Growth America's Dangerous by Design publication; with fatal and severe injury crashes disproportionately impacting traditionally underserved communities.

**MOTION** (Hayward/Jolly) to Adopt Resolution 2024-10 to adopt the Creating Safe Spaces Safety Plan. Motion Approved (4-0).

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

There were no items for the Safety, Audit and Compliance Committee; however, Director Sams stated that the Florida Transportation Commission's (FTC) approach to measuring performance did not correlate with the actual performance of the agencies within its oversight. The Commission, in recognition of this, has reaffirmed its commitment to improving this situation. The FTC's executive staff visited the JTA and received detailed presentations on how the Authority has measured performance over the last decade. Earlier this month, the FTC's staff agreed to present to the Commission a more informed approach to data collection and analysis of the agencies under its purview. This new approach is spearheaded by JTA's Data Science unit in the Administration Division. Among the recommendations is that the FTC identify metrics that provide actionable insight into the performance of the agencies under its purview.

**K. FINANCE AND ADMINISTRATION COMMITTEE** (Wallace, Committee Chair)

**ACTION ITEMS**

**1. APPROVAL OF CONTRACT AWARD FOR HEAVY DUTY TRANSIT BUSES**

**(P-23-030)** – Mr. Ferguson stated that staff recommends the Board authorize the Chief Administrative Officer to negotiate and execute a two-year contract with three one-year renewal options to both Gillig, LLC and New Flyer as providers on behalf of the State of Florida for heavy duty transit buses. Any JTA purchases on either of these contracts will require Board approval as buses are ordered.



He explained that JTA is a member of the Florida Public Transportation Association (FPTA) and that several years ago transit property members of FPTA came together to issue a state bus procurement wherein the state bus contract was put in place. These purchases will fall under the state contract.

**MOTION** (Sams/Jolly) to Approve the contract award for heavy duty transit buses. Motion Approved (4-0).

**2. APPROVAL OF CONTRACT AWARD FOR WEBSITE MAINTENANCE AND SUPPORT SERVICES (P-24-004)** – Mr. Ferguson stated that staff recommends that the Board authorize the CEO to negotiate and execute a contract with Exemplifi LLC for the JTA Website Maintenance and Support Services. The contract period of performance is for a three-year base term with an option to renew for two additional one-year terms. The total contract value for the initial base term is not to exceed \$3,000,000.

He stated that this is best value contract and shared the details of the process to select the best option for the Authority.

**MOTION** (Hayward/Sams) to Approve the contract award for website maintenance and support services. Motion Approved (4-0).

**L. SERVICE DELIVERY** (Hayward, Committee Chair)

**ACTION ITEMS**

**1. APPROVAL OF CONTRACT AWARD FOR FIRE SUPPRESSION INSPECTION AND SERVICE (P-24-015)** – Mr. Smith stated that staff recommends the Board authorize the CEO to negotiate and enter into a contract with W.W. Gay Fire Protection, Inc. for inspection and service of the fire suppression systems on Fixed Route buses as well as Connexion and Clay County vehicles. The estimated cost for the service will be a not-to-exceed amount of \$1,031,105 for a five-year period of performance. Acceptance of this recommendation aligns with the Authority's goals of Safety and Security and Organizational Efficiency and Effectiveness.

He also stated that approval will allow for the inspection and maintenance required on Fixed Route, Connexion, and Clay County vehicles. The contract facilitates the inspection of the dry chemical suppression systems on 222 Fixed Route buses, 90 Connexion vehicles, and 27 Clay County vehicles. This contract is funded by Local Operating funds included in the Fiscal Year 2024 through 2029 budgets.

**MOTION** (Jolly/Sams) to Approve Contract Award for fire suppression inspection and service. Motion Approved (4-0).



**2. APPROVAL OF VEHICLE PURCHASE – PARATRANSIT SERVICES (B-24-011)** – Mr. Smith stated that staff recommends the Board approve and authorize the CEO to issue two purchase orders, one to Florida Transportation Systems for the purchase of 20 paratransit minivans and one to Nations Bus Corporation for 6 paratransit cutaway minibuses, as well as associated equipment and spare parts for an estimated total cost of \$2,142,778. Acceptance of this recommendation aligns with the Authority's goals of Customer Satisfaction, Safety and Security, and Organizational Efficiency and Effectiveness.

Mr. Smith also shared that approval of this item will allow the JTA to replace 26 of the 48 cutaway vehicles currently operating in the Connexion fleet that have exceeded their useful life and decrease maintenance expenses. This purchase aligns with the Authority's State of Good Repair goals and Transit Asset Management replacement plan. The new vehicles will be purchased using the Transit Research Inspection Procurement Services program, which administers the statewide contract for the Florida Department of Transportation. He shared that the vehicle purchase will utilize the Fiscal Year 2022 Section 5307 Formula Grant as well as local funding.

**MOTION** (Jolly/Sams) to Approve the vehicle purchase for paratransit services. Motion Approved (4-0).

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

**ACTION ITEMS**

**1. APPROVAL OF CONTRACT AWARD FOR PROJECT DEVELOPMENT AND ENVIRONMENT STUDY AND CONCEPTUAL DESIGN SERVICES – EMERALD TRAIL (P-24-010)** – Mrs. Gillis stated that staff recommends the Board approve the ranked shortlist and authorize the CEO to negotiate and execute a contract agreement with Volkert, Inc. for the Emerald Trail Project Development and Environment (PD&E) Study and Conceptual Design Services for Segments 4, 6, 7, and 8. The contract term is for five years, with the option for five one-year renewals, totaling ten years if fully exercised for the total contract not-to-exceed amount of \$2,541,185.

She also stated that the scope of work for this contract includes the preparation of the PD&E Study and conceptual design documents of Emerald Trail Segments 4, 6, 7 and 8 which will be managed by the JTA. The PD&E and 30 percent design for Segment 3 are currently underway and are funded and managed by Groundwork Jacksonville. The PD&E and conceptual design needs to be completed per federal standards and must be completed prior to commencement of design and



construction. Funding for these projects is sourced from local funds through the LOGT proceeds, and the Reconnecting Communities grant award which will become available upon execution of the grant agreement.

**MOTION** (Hayward/Sams) to Approve the Contract Award for project development and environment study and conceptual design services for the Emerald Trail. Motion Approved (4-0).

**2. APPROVAL OF RATIFICATION AND CONTRACT AMENDMENT FOR MAINTENANCE SUPPORT OF SKYWAY** – Mrs. Gillis stated that staff recommends the Board authorize the CEO to ratify the contract and negotiate and execute a contract amendment with Ground Transportation Systems USA, Inc. doing business as Thales Transport & Security, Inc. The ratification and amendment will be for the additional amount of \$1,100,000. This amendment will bring the total contract not-to-exceed amount to \$1,630,657 through completion of the contract on April 30, 2025.

In addition, she shared that the Skyway train control system is currently over 25 years old and needs specialized support and maintenance from the original constructor of the Skyway. This amendment will cover continued site support, and emergency maintenance and training for Automatic Train Control. This amendment will allow the Skyway to operate efficiently and effectively and the continued support from the contractor to keep the Skyway operational and in a state of good repair. Ms. Gillis provided some background information on contracts for all services for Skyway maintenance and operations. Funding for this \$1,100,000 contract amendment is 100 percent budgeted with local funds.

**MOTION** (Jolly/Sams) to Approve the ratification and contract amendment for maintenance support of the Skyway. Motion Approved (4-0).

**N. OLD BUSINESS**

There was no New Business

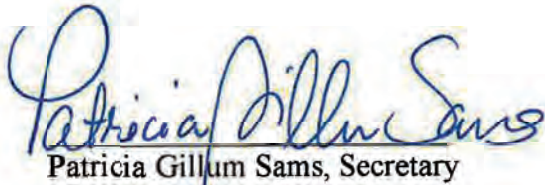
**O. NEW BUSINESS**

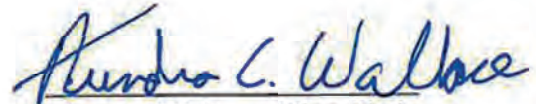
**1. APPROVAL OF GROUND LEASE AGREEMENT** – Mr. Ferguson stated that staff recommends the Board authorize the CEO to negotiate and execute a Lease Agreement with Grounds of Grace/Cinotti's for a café on the first floor of the JRTC at LaVilla. He explained that staff has been working to replace the coffee shop that vacated the first floor of the JRTC in 2023. The proposed lease would be for a term of three years with first right of refusal in renewing the lease for an additional three years. The first year's rent will be negotiated, along with yearly increases in years two and three.

**MOTION** (Hayward/Sams) to Approve the Ground Lease Agreement. Motion Approved (4-0).

Chair Buckland announced that the Board will come back together for the annual retreat on August 28 and 29, 2024.

There being no further business, the meeting adjourned at 3:23 p.m.

SEAL  
  
Patricia Gillum Sams, Secretary

  
Aundra Wallace, Vice Chair