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**REGULAR BOARD OF DIRECTORS MEETING**

**Monday, January 8, 2018, 9:00 AM**

**Florida Conference Room**

**HART Administrative Office**

**1201 East 7th Avenue, Tampa FL 33605**

*Information not viewable is available upon request - phone: 813-384-6552*

*or e-mail:* [*petitl@goHART.org*](mailto:petitl@goHART.org)

**AGENDA**

**TAB**

## CALL TO ORDER AND PLEDGE OF ALLEGIANCE

1. **ELECTION OF HART OFFICERS AND VOTE ON HART BOARD APPOINTMENTS TO OTHER BOARDS AND HART BOARD COMMITTEES** 1-1
2. **APPROVAL OF MINUTES**
3. Regular Board of Directors Meeting Minutes ~ December 4, 2017 2-1

**PUBLIC INPUT ON AGENDA ITEMS (3 MINUTES PER SPEAKER)**

**PRESENTATIONS**

**County Funded February 2018 Service Changes**

*Steve Feigenbaum, Director of Service Development*

*Phillip St. Pierre, Manager of Scheduling Services*

*Overview:*

Staff will present an overview of the proposed February 25, 2018 service changes.

**Legal Services Contracts – Procurement Overview**

*Alvin Burns, Director of Procurement and Contracts Administration*

*Overview:*

To provide a summary of the procurement and selection process for Legal Services.

1. **APPROVAL OF CONSENT AGENDA**

**Joint HART/PSTA Executive Committee met on December 4, 2017 and recommended approval of the following items to the full HART Board of Directors:**

1. **Resolution #R2018-01-01 ~ Approval of the First Extension of the Memorandum of Understanding between Hillsborough Transit Authority (HART) and Pinellas Suncoast Transit Authority (PSTA) for Collaboration Opportunities** 3-1

*Kenyatta Lee, Chief Administrative Officer*

*Overview:*

HART and PSTA Boards and teams agreed to extend the MOU for partnership opportunities between the agencies.

**Finance and Audit Committee met on December 18, 2017 and recommended approval of the following items to the full HART Board of Directors:**

1. **Resolution #R2018-01-02 ~ Authorize the Chief Executive Officer to Award a Contract to Conduct the Voice of the Customer Surveys to TransPro Consulting Inc., in an Amount Not-to-Exceed $467,200 (Three-Year Contact, with One Two-Year Option)** 3-4

*Gregory Brackin, Director of Operations Support-ADA Officer*

*Overview:*

HART has recently adopted a Success Plan that identifies Service Productivity, Sustainable Financial Performance, Excellence in Customer Experience, Community Connection, and Employee Success as key areas of strategic focus. The Voice of the Customer surveys included in this contract will provide HART with results to populate metrics in the HART Organizational Performance Scorecard (HOPS). Surveys for HART fixed route, HART Flex, and HART Plus will be conducted twice per year over the course of this three-year contract, with one optional two-year extension.

**c. Resolution #R2018-01-03 ~Authorize the Chief Executive Officer to Purchase One Gasoline Powered Chevrolet Cutaway Paratransit Van with Mobility Ramp from Creative Bus Sales, Inc. in an Amount Not-to-Exceed $72,949** 3-8

*James Fetzer, Director of Maintenance*

*Overview:*

The purpose of this item is to request authorization to purchase One Gasoline Powered Chevrolet Cutaway Paratransit Van with Mobility Ramp. This vehicle is needed to support the Demand Response fleet and is necessary to replace a vehicle that has outlived its useful life.

**INTERIM CHIEF EXECUTIVE OFFICER’S REPORT** *verbal*

**CHAIR’S REPORT**

a. Discuss possible extension of Interim CEO term and postponement of the Executive Recruitment Process. *verbal*

**GENERAL COUNSEL’S REPORT**

1. Update on the Executive Recruitment ~ Brooke Basquit *verbal*

**4. HART BOARD COMMITTEE REPORTS**

1. Joint HART/PSTA Executive Committee Meeting ~ December 4, 2017 4-1
2. Finance and Audit Committee Meeting ~ December 18, 2017 4-6

**5. REPORTS FROM HART BOARD REPRESENTATIVES**

a. Metropolitan Planning Organization Board of Directors 5-1

b. TBARTA Board of Directors 5-2

**6. STATUS REPORTS**

a. Financial Highlights 6-1

b. Ridership and Productivity 6-4

**PUBLIC INPUT REGARDING GENERAL CONCERNS (3 MINUTES PER SPEAKER)**

**OLD BUSINESS**

**NEW BUSINESS**

**BOARD MEMBERS’ COMMENTS**

**7. MONTHLY INFORMATION REPORTS**

1. Key Performance Indicators 7-1
2. Procurement and Contracts Administration 7-5
3. Marketing Services 7-6
4. Maintenance Activities 7-9
5. Operations Activities 7-11
6. Administrative Division 7-13

**ADJOURNMENT**

THE HART BOARD PACKET IS AVAILABLE ONLINE AT [WWW.GOHART.ORG](http://WWW.GOHART.ORG)