

**Tompkins Consolidated Area Transit, Inc.**  
**March 15, 2019 Special Board of Directors Meeting**  
4:30pm – TCAT Small Conference Room  
737 Willow Avenue, Ithaca, NY

***Attendees***

Board Members: Bridgette Brady (by phone); Jennifer Dotson (by phone); Dan Klein; Laura Lewis; Ducson Nguyen (arrived at 4:37); Gary Stewart (by phone); Denise Thompson (by phone)

Excused: Deborah Dawson; Frank P. Proto;

Staff Attendees: Susan Brock; Pamela Torelli; Scot Vanderpool

***Call to Order***

Vice-Chair Bridgette Brady called the meeting to order at 4:35pm.

***Action Items***

Consider ***Resolution 2019-04, Approval of Field Trip 101, Inc. to Provide Buses and Temporary Bus Operators***. S. Vanderpool presented Resolution 2019-04, which was moved by L. Lewis, seconded by D. Klein.

The Resolution passed unanimously as follows:

**RESOLUTION 2019 - 04**

**APPROVAL OF FIELD TRIPS 101, INC. TO PROVIDE BUSES AND  
TEMPORARY BUS OPERATORS**

WHEREAS, despite its ongoing efforts, Tompkins Consolidated Area Transit, Inc. (TCAT) is experiencing numerous missed trips due to bus shortages, and

WHEREAS, due to accidents, required repairs and safety concern, the numbers of buses recently dropped to a level that requires either immediate utilization of contractor buses or unacceptable numbers of missed trips, and

WHEREAS, for the past several months TCAT has been diligently working on many initiatives to make sure buses were available for the intended service to its customers, including hiring a new maintenance management team, offering double time to

maintenance staff over the weekend, bringing back a fully qualified retired maintenance staff member part time, ordering 5 buses on auction from various transit agencies, and hiring an outside contractor to work on buses for TCAT, and

WHEREAS, procurement of contractor buses and their operators by sealed bids or competitive proposals is infeasible because the public exigency will not permit a delay resulting from competitive solicitation if acceptable service is to be maintained, and

WHEREAS, on March 12, 2019, TCAT requested verbal quotes for emergency procurement of two contractor buses and operators from two contractors and received one quote, and

WHEREAS, at its special meeting on March 15, 2019, the TCAT Board considered the quote and the alternative option of numerous missed trips and determined that a contract for two buses and temporary professional contract bus operators to operate them is desirable so that service could be maintained, and

WHEREAS, after careful consideration of the quote, TCAT has determined that Field Trips 101, Inc. is a qualified and acceptable contractor, and that acceptance of its quote would be in the best interests of TCAT, and

WHEREAS, TCAT staff recommends entering into an agreement with Field Trips 101, Inc. to provide 2 buses and temporary professional contract bus operators until summer service begins on May 18, 2019, therefore be it

RESOLVED, that the TCAT Board of Directors selects Field Trips 101, Inc. to provide two buses and temporary bus operators through May 17, 2019, and be it further

RESOLVED, that the TCAT Board of Directors authorizes the Chairperson of the Board and the General Manager to execute an agreement ending May 17, 2019 with Field Trips 101, Inc. for two buses and two temporary bus operators at the cost of \$1,800/day, said agreement being subject to the approval of TCAT's attorney.

Adopted by the TCAT Board of Directors on this the 15<sup>th</sup> day of March, 2019.

**Next meeting:** March 28, 2019

**Adjournment**

A motion to adjourn was made by L. Lewis, seconded by D. Klein. The meeting adjourned at 4:54pm.

*Minutes respectfully submitted by Pamela Torelli, Recording Secretary, March 28, 2019.*