



# BOARD OF DIRECTORS MEETING AGENDA

## **REGULAR MEETING** **WEDNESDAY, NOVEMBER 15, 2023** **2:30 P.M.**

**ARTS DISTRICT PARKING GARAGE    LARGE CONFERENCE ROOM**  
431 West Main Street, Suite B    Oklahoma City, OK, 73102

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### **DIRECTORS:**

City of Edmond	James Boggs, Treasurer
City of Edmond	Jim Gebhart
City of Norman	Marion Hutchison, Vice Chairperson
City of Norman	Chuck Thompson
City of Oklahoma City	Brad Henry, Chairperson
City of Oklahoma City	Mary Mélon-Tully, Secretary
City of Oklahoma City	Aaron Curry

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## Regional Transportation Authority of Central Oklahoma

### MEETING INFORMATION

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The Regional Transportation Authority of Central Oklahoma (RTA) typically meets once a month. The meetings are held on the third Wednesday of the month at the Arts District Parking Garage, Large Conference Room, 431 West Main Street, Suite B, Oklahoma City, Oklahoma, at 2:30 p.m. Notices of or changes to meeting dates and locations are posted prior to the meeting at [www.rtaok.org](http://www.rtaok.org), and filed with the Secretary of State.

It is the policy of RTA to ensure communication with participants and members of the public with disabilities are as effective as communications with others. Anyone with a disability who requires accommodations, modifications of policies or procedures or auxiliary aid or services to participate in this meeting should call (405) 297-2484 at least 48 hours in advance (excluding weekends or holidays). The department will give primary consideration to the choice of auxiliary aid or service requested by the individual with disability. If you need an alternate format of the agenda or any information provided at this meeting, please call (405) 297-2484 at least 48 hours before the meeting.

#### Public Parking

Parking for meeting is available in the Arts District Parking Garage, 431 West Main Street, or at metered parking on the street.

#### Addressing RTA

The public may address RTA during public hearings on any agenda item or at the end of the meeting when the Board Chairperson asks for public comments. You may sign up to speak at the meeting. **Please limit your comments to three minutes.** Prior to the meeting, you may submit your comments by e-mail to: [info@rtaok.org](mailto:info@rtaok.org). Please address your e-mail to the RTA Board Chairperson.

The Chairperson or presiding officer may in his or her discretion prohibit a person from addressing the RTA, or have any person removed from the meeting, if that person commits any disorderly or disruptive behavior. Disorderly conduct includes, but is not limited to, any of the following: speaking without being recognized by the Chairperson or presiding officer; continuing to speak after notice that the speaker's allotted time has expired; presenting comments or material not relevant to the item under discussion; failing to comply with the lawful instructions of the Chairperson or presiding officer; engaging in other conduct, activity or speech that delays, pursuant to 21 O.S. §280, disruptive conduct includes any conduct that is "violent, threatening, abusive, obscene, or that jeopardizes the safety of self or others". A person may also be subject to arrest and removal from the building for violation of Oklahoma City Municipal Code 2020, § 30-81 - Disorderly conduct and/or violation of Okla. Stat. tit. 21, §280- Willfully Disturbing, Interfering With or Disrupting State Business, Agency Operations or Employees



# BOARD OF DIRECTORS MEETING AGENDA

## **RTA Actions**

RTA may adopt, amend, approve, ratify, deny, defer, recommend, strike or continue any agenda item. RTA is not limited by staff recommendations as to the actions it may take. When more information is needed, RTA may refer matters to the Executive Director, General Counsel, committees, or independent consultants for additional information and study. Items may be stricken from the agenda, or no action may be taken.

To confirm meeting dates or for more information about the RTA, call (405) 297-2185; or visit the website at [www.rtaok.org](http://www.rtaok.org)

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**November 15, 2023**  
**2:30 p.m.**  
**431 W. MAIN STREET, SUITE B, OKLAHOMA CITY, OK**  
**REGULAR MEETING**

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1. Call to Order – Brad Henry, RTA Board Chairperson
2. Roll Call – Brad Henry, RTA Board Chairperson
3. Consider Approval of Minutes
  - A. October 18, 2023 Regional Transportation Authority Meeting
4. Executive Director Reports – Jason Ferbrache, Interim Executive Director
5. Property Acquisition Committee Report – Board of Directors
6. Owner’s Representative Report – Kathryn Holmes, Holmes & Associates LLC
7. Receive Financial Reports and Ratify and Approve Claims
  - A. Period of October 1, 2023 through October 31, 2023
8. Consider approving renewal No. 3 of the Memorandum of Understanding with the Central Oklahoma Transportation and Parking Authority for interim administrative services, effective February 1, 2024 through January 31, 2025
9. Enter into Executive Session on advice of the Municipal Counselor to discuss the purchase or appraisal of real property and to confer on matters pertaining to economic development including the transfer of property, as public disclosure of the matter discussed would interfere with the development of products or services regarding the Board’s strategy and approach for the acquisition of certain real property from BNSF for the commuter rail operation, as authorized by 25 O.S. (2021 Supp.) §§ 307 (B) (3) and (C) (11)
10. Public Comments – Brad Henry, RTA Board Chairperson
11. New Business – Brad Henry, RTA Board Chairperson
  - Non-action items that were not known or reasonably foreseen at the time of the posting of the agenda. This may include requests for future agenda items.
12. Adjournment



# BOARD OF DIRECTORS MEETING MINUTES

The regular meeting of the Regional Transportation Authority (RTA) was convened at 2:38 p.m. on Wednesday, October 18, 2023 at 431 W. Main Street. This meeting was held as indicated by advanced notice filed with the Oklahoma County Clerk on October 16, 2023 at 9:46 a.m.

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## **RTA Board of Directors Present**

Brad Henry, Chairperson  
Marion Hutchison, Vice Chairperson  
Mary Mélon-Tully, Secretary  
Chuck Thompson, Director  
James Boggs, Treasurer  
Jim Gebhart, Director  
Aaron Curry, Director

## **Entity**

City of Oklahoma City  
City of Norman  
City of Oklahoma City  
City of Norman  
City of Edmond  
City of Edmond  
City of Oklahoma City

## **RTA Board of Directors Absent**

None

## **Administrative Support Staff Present**

Jason Ferbrache, Interim Executive Director  
Chris Hall, Legal Counsel  
Christina Hankins, RTA Admin Support

## **Guests Present**

Randy Entz, City of Edmond  
Derek Sparks, OKC Chamber  
Carson Roy, Kimley-Horn  
Scott Young, Jacobs Engineering  
Stuart Campbell, Jacobs Engineering  
Lonnie Blaydes, Herzog

Justin Henry, OKC Planning  
Trent Elmore, Resident  
Jordan Evans, Halff & Assoc.  
Lee Nichols, Halff & Assoc.  
Linsey Nunn, OKC Finance  
Steve Lackmeyer, The Oklahoman

## **Consultants Present**

Kathryn Holmes, Holmes & Assoc.  
Erik Mumm, Kimley-Horn



# BOARD OF DIRECTORS MEETING MINUTES

**October 18, 2023**

**2:30 p.m.**

**431 W. MAIN STREET, SUITE B, OKLAHOMA CITY, OK  
REGULAR MEETING**

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1. Call to Order – 2:38 p.m.

Chairperson Henry called the meeting to order at 2:38 p.m.

2. Roll Call – Brad Henry, RTA Board Chairperson

**QUORUM PRESENT: Boggs, Gebhart, Hutchison, Thompson, Henry, Mélon-Tully, and Curry. ABSENT: None.**

Chairperson Henry introduced Chris Hall, the RTA's new Municipal Counselor.

3. Consider Approval of Minutes

A. August 16, 2023 Regional Transportation Authority Meeting

**APPROVED: Moved by Thompson, seconded by Hutchison. AYES: Boggs, Gebhart, Hutchison, Thompson, Henry, Mélon-Tully, and Curry. NAYS: None.**

4. Executive Director Reports – Jason Ferbrache, Interim Executive Director

Interim Executive Director Ferbrache stated since the board last met, staff have been very busy meeting with all the new consultants, such as Jacobs, BNSF, AlphaVu, and PFM. Several staff members and the Owner's Representative attended the American Public Transportation Association annual conference. The conference is an excellent opportunity to make sure the RTA keeps up with the industry, particularly with mobility and connectivity.

Christina Hankins, RTA Admin Support, stated that staff have been working to establish the RTA as a designated recipient for FTA funding, which includes updating our policies and procedures, including the RTA's procurement policies. Staff anticipates bringing that policy to the board as an informational item for review in November and then bringing the item back in December for board approval. In November, staff will bring a Memorandum of Understanding between the Central Oklahoma Transportation and Parking Authority and the RTA for admin services for board approval.

## 5. Owner's Representative Report – Kathryn Holmes, Holmes & Associates LLC

Kathryn Holmes, Owner's Representative, stated that she toured the BNSF corridor in a hi-rail vehicle, which is a hybrid between a suburban and a rail car. During the tour, some of the station locations that were selected were identified as problematic. Admin staff will be reaching out to schedule meetings with the member cities to discuss the issues with the station locations. BNSF has a very aggressive schedule to deliver the 15% designs. BNSF plans to have an in-person workshop in Ft. Worth in mid-November, a second workshop in Ft. Worth in mid-January, and final conceptual plans available in mid-February. There is an ongoing discussion with BNSF regarding sharing platforms with Amtrak.

Director Hutchison stated that the FRA changed their requirements to allow mixed traffic on freight corridors. Part of the conversation would be what vehicle should be used to match up to the existing platforms.

## 6. Receive Financial Reports and Ratify and Approve Claims

### A. Period of August 1, 2023 through August 31, 2023

**RECEIVED, RATIFIED AND APPROVED: Moved by Thompson, seconded by Hutchison. AYES: Boggs, Gebhart, Hutchison, Thompson, Henry, Mélon-Tully, and Curry. NAYS: None.**

### B. Period of September 1, 2023 through September 30, 2023

**RECEIVED, RATIFIED AND APPROVED: Moved by Thompson, seconded by Hutchison. AYES: Boggs, Gebhart, Hutchison, Thompson, Henry, Mélon-Tully, and Curry. NAYS: None.**

## 7. Consider adopting a Resolution approving the Regional Transportation Authority of Central Oklahoma Regular Meeting Schedule for Calendar Year 2024

**ADOPTED: Moved by Hutchison, seconded by Boggs. AYES: Boggs, Gebhart, Hutchison, Thompson, Henry, Mélon-Tully, and Curry. NAYS: None.**

## 8. Project Update: Alternatives Analysis Update on the West and Airport Corridors – Erik Mumm, Kimley Horn

Erik Mumm, Kimley-Horn, gave a PowerPoint presentation on the equity index, an evaluation including methodology and key metrics that included constraints to dedication and travel time estimates, and a recap of the August board meeting.

9. Public Comments – Brad Henry, RTA Board Chairperson

None.

10. New Business – Brad Henry, RTA Board Chairperson

Interim Executive Director Ferbrache stated that the December meeting will be a very critical meeting, so attendance is crucial. Currently, the meeting is scheduled for December 20<sup>th</sup>, and to accommodate everyone's schedule, perhaps the meeting should be moved to earlier in the month.

The board directed staff to move the meeting to Wednesday, December 6<sup>th</sup>, at 2:30 at the normal location.

11. Adjournment – 3:57 p.m.

**ADJOURNED: Moved by Mélon-Tully, seconded by Hutchison. AYES: Boggs, Gebhart, Hutchison, Thompson, Henry, Mélon-Tully, and Curry. NAYS: None.**

**APPROVED** by the Board of Directors and **SIGNED** by the Chairperson of the Regional Transportation Authority of Central Oklahoma, on this **15th** day of **November 2023**.

**ATTEST:**

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**Mary Mélon-Tully, Secretary**

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**Brad Henry, Chairperson**



Regional Transportation Authority of Central Oklahoma  
FY2024 Year End Forecast

Presented November 15, 2023  
Prepared by RTA Support Team (unaudited)

OPERATIONS		YTD Actuals	Est. Remaining	Total YE	FY24		
Sources		Jul-Oct	Nov-Jun	Forecast	Budget	Variance	Variance %
Local Contributions		\$2,462,617	\$0	\$2,462,617	\$2,462,617	\$0	
Total Operations Revenues		\$2,462,617	\$0	\$2,462,617	\$2,462,617	\$0	0%
Expenditures		YTD Actuals	Est. Remaining	Total YE	FY24		
Contracts and Services		Jul-Oct	Nov-Jun	Forecast	Budget	Variance	Variance %
Professional Services - COTPA Administration		\$9,796	\$19,586	\$29,382	\$29,382	\$0	
Professional Services - Holmes & Associates		\$121,241	\$478,758	\$600,000	\$600,000	\$0	
Professional Services - Kimley Horn <sup>(1)</sup>		\$159,691	\$564,947	\$724,638	\$724,638	\$0	
Professional Services - On-Call Engineering Consultant		\$0	\$100,000	\$100,000	\$100,000	\$0	
Transfer to Grant Activity for Local Grant Match <sup>(2)</sup>		\$116,938	\$311,524	\$428,462	\$428,462	\$0	
BNSF Study Fee		\$0	\$500,000	\$500,000	\$500,000	\$0	
Professional Services-Legal		\$0	\$9,000	\$9,000	\$9,000	\$0	
Professional Service - Financial Planning Consultant		\$1,350	\$48,650	\$50,000	\$50,000	\$0	
Professional Service - Economic Advising Consultant		\$9,091	\$40,909	\$50,000	\$50,000	\$0	
Independent Financial Audit		\$0	\$9,300	\$9,300	\$9,300	\$0	
Website Hosting Fee		\$125	\$2,375	\$2,500	\$2,500	\$0	
Branding		\$0	\$10,000	\$10,000	\$10,000	\$0	
Conference/Training		\$0	\$7,850	\$7,850	\$7,850	\$0	
Directors & Officer Liability Insurance		\$0	\$3,500	\$3,500	\$3,500	\$0	
Advertising/Public Notice		\$0	\$1,000	\$1,000	\$1,000	\$0	
Printing & Binding		\$332	\$168	\$500	\$500	\$0	
Postage		\$0	\$100	\$100	\$100	\$0	
Mileage		\$0	\$20	\$20	\$20	\$0	
Parking		\$53	\$197	\$250	\$250	\$0	
Travel		\$0	\$20,000	\$20,000	\$20,000	\$0	
Market Research Services		\$27,750	\$83,250	\$111,000	\$111,000	\$0	
Other Services & Fees		\$0	\$300	\$300	\$300	\$0	
Total Contracts and Services		\$446,367	\$2,211,434	\$2,657,802	\$2,657,802	\$0	0%
Equipment and Supplies							
Office Supplies		\$0	\$320	\$320	\$320	\$0	
Food		\$0	\$1,000	\$1,000	\$1,000	\$0	
Other Supplies		\$0	\$200	\$200	\$200	\$0	
Total Equipment and Supplies		\$0	\$1,520	\$1,520	\$1,520	\$0	0%
Total Operations Expenditures		\$446,367	\$2,212,954	\$2,659,322	\$2,659,322	\$0	0%
<sup>(1)</sup> This reflects estimated expenses from two invoices carried over from FY23 plus 10 months of projected expenditures for Kimley Horn's Year 4 contract.							
<sup>(2)</sup> This is the 38% local match required for the RAISE grant based on estimated consultant cost.							
GRANT ACTIVITY		YTD Actuals	Est. Remaining	Total YE	FY24		
Sources		Jul-Oct	Nov-Jun	Forecast	Budget	Variance	Variance %
Federal Grant <sup>(3)</sup>		\$199,707	\$485,831	\$685,538	\$685,538	\$0	
Transfer from Operations for Local Grant Match <sup>(4)</sup>		\$116,938	\$311,524	\$428,462	\$428,462	\$0	
Total Grant Revenues		\$316,646	\$797,355	\$1,114,000	\$1,114,000	\$0	0%
Expenditures		YTD Actuals	Est. Remaining	Total YE	FY24		
Contracts and Services		Jul-Oct	Nov-Jun	Forecast	Budget	Variance	Variance %
Professional Services - RAISE Grant Consultant Fees		\$304,040	\$809,961	\$1,114,000	\$1,114,000	\$0	
Total Grant Expenditures		\$304,040	\$809,961	\$1,114,000	\$1,114,000	\$0	0%
<sup>(3)</sup> This revenue is reimbursement from COTPA for 62% of consultant fees for the RAISE grant study.							
<sup>(4)</sup> This revenue is the 38% RTA local match for RAISE grant consultant fees.							
FY24 Beginning Cash Balance		\$922,648					
FY24 Ending Cash Balance (Forecast)		\$725,943					

**Regional Transportation Authority of Central Oklahoma  
Payment Claims**

<b>Period: 10/01/2023 to 10/31/2023</b>					
<b>Date</b>	<b>Vendor</b>	<b>Description</b>	<b>Invoice No.</b>	<b>Cost</b>	<b>Total</b>
11/1/2023	Holmes & Associates LLC	Consultant Fees - Labor	1123	\$ 40,897.50	
		Cost Reimbursement RTA	1123	\$ 1,563.86	
					<b>\$ 42,461.36</b>
9/30/2023	Kimley-Horn	<u>AA Update - Year 4</u>			
		Task 1 - Project Management	26265847	\$ 4,630.00	
		Task 2 - Public Engagement	26265847	\$ -	
		Task 3 - Prior Studies Assess	26265847	\$ -	
		Task 4 - AA Process	26265847	\$ 1,790.00	
		Task 5 - Station Area/Land Use Analysis	26265847	\$ 6,025.00	
		Task 5.2 - Santa Fe Intermodal Hub Study	26265847	\$ 13,262.50	
		Task 6 - Rail Ops Planning	26265847	\$ 1,125.00	
		Task 7 - Travel/Rider Forecast	26265847	\$ -	
		Task 8 - FTA Cap Grant	26265847	\$ -	
		NEPA Dpcumentation	26265847	\$ -	
		Expenses	26265847	\$ 33.64	
					<b>\$ 26,866.14</b>
9/30/2023	Kimley-Horn	<u>EDEI Project</u>			
		Project Management	196742000-0923	\$ 9,080.00	
		Project Participation	196742000-0923	\$ 16,175.00	
		Alternatives Analysis	196742000-0923	\$ 29,344.06	
					<b>\$ 54,599.06</b>
10/27/2023	Jacobs Engineering Group, Inc.	<u>On-Call Engineering Services -Task Order No. 1</u>			
		Task 1.1 Coordination		\$ 4,172.50	
		Task 1.3. Prepare RTA		\$ 400.00	
					<b>\$ 4,572.50</b>
11/6/2023	AlphaVu	Transit Research	1918	\$ 9,250.00	
					<b>\$ 9,250.00</b>
10/23/2023	Regional Economic Advisors	Task Order #1 - Payment 3 of 13	October 2023	\$ 4,545.45	
					<b>\$ 4,545.45</b>
10/2/2023	COTPA	Admin Services Fee	24-105	\$ 2,449.00	
		Reimbursement for Printing	24-105	\$ 22.10	
					<b>\$ 2,471.10</b>
<b>Total Claims</b>					<b>\$ 144,765.61</b>

**APPROVED** by the Regional Transportation Authority of Central Oklahoma, and **SIGNED** by the Treasurer and Chairman on this 15th day of November 2023.

**TREASURER:**

**REGIONAL TRANSPORTATION AUTHORITY OF  
CENTRAL OKLAHOMA**

James P. Boggs

Brad Henry, Chairperson

**ATTEST:**

Mary Mélon-Tully, Secretary



# HOLMES & ASSOCIATES LLC

Holmes & Associates LLC  
910 S Donner Way #304  
Salt Lake City, UT 84108  
Phone: 703.999.4440  
E-Mail: kathryn@holmesassociatesllc.com

## Invoice #1123

November 1, 2023

EIN: 82-1144150  
Supplier ID: 231866  
P.O # 2021-003

### Client

RTA  
2000 S. May  
Oklahoma City, OK 73108  
ATTN: James P. Boggs  
boggsedmondrt@cox.net  
ATTN: Suzanne Wickenkamp  
suzanne.wickenkamp@okc.gov

Date	Billor	Description	Hours/Qty	Rate	Amount
10/01– 10/31/2023	KAH	RTA - TIME: Time billed by K Holmes for the period 10/01/2023 to 10/31/2023	98.25	410.00	\$39,462.50
10/01– 10/31/2023	KAH	RTA - TIME: Travel time billed by K Holmes for the period 10/01/2023 to 10/31/2023	14.00	205.00	\$1,435.00
10/01– 10/31/2023	KAH	RTA – COSTS: Total costs incurred by KAH			\$1,563.86

We appreciate your business. Please make checks payable to "Holmes & Associates LLC." Thank you.

**Invoice Balance Due**

**\$42,461.36**

**Please remit payment electronically to:**

Account Name: KIMLEY-HORN AND ASSOCIATES, INC.  
 Bank Name and Address: WELLS FARGO BANK, N.A., SAN FRANCISCO, CA 94163  
 Account Number: 2073089159554  
 ABA#: 121000248

**If paying by check, please remit to:**

KIMLEY-HORN AND ASSOCIATES, INC.  
 P.O. BOX 913221  
 DENVER, CO 80291-3221

RTA OF CENTRAL OK  
 ATTN: JASON FERBRACHE  
 2000 S. MAY AVENUE  
 OKLAHOMA CITY, OK 73108

Invoice No: 26265847  
 Invoice Date: Sep 30, 2023  
 Invoice Amount: \$26,866.14

Project No: 197385001.C  
 Project Name: RTA OK AA/NEPA STUDY  
 Project Manager: SCANLON, LIZ

Federal Tax Id: 56-0885615  
 For Services Rendered through Sep 30, 2023

Client Reference:

**COST PLUS MAX**

Description	Contract Value	% Billed to Date	Amount Billed to Date	Previous Amount Billed	Current Amount Due
ALTERNATIVES ANALYSIS	131,419.00	9.87%	12,977.50	11,187.50	1,790.00
EXPENSES	17,000.00	0.20%	33.64	0.00	33.64
OFFICE EXPENSE	0.00		0.00	0.00	0.00
PROJECT MANAGEMENT	193,941.00	6.64%	12,872.50	8,242.50	4,630.00
PUBLIC ENGAGEMENT	82,376.00	0.09%	72.50	72.50	0.00
RAIL OPERATIONS PLAN	115,276.00	1.53%	1,760.00	635.00	1,125.00
SANTE FE IMHS	76,361.00	17.37%	13,262.50	0.00	13,262.50
STATION AREA ANALYSIS	40,023.00	24.46%	9,790.00	3,765.00	6,025.00
SUBCONSULTANT MARKUP	2,625.00	0.00%	0.00	0.00	0.00
TRAVEL DEMAND/RIDERSHIP	77,316.00	0.75%	580.00	580.00	0.00
<b>Subtotal</b>	<b>736,337.00</b>	<b>6.97%</b>	<b>51,348.64</b>	<b>24,482.50</b>	<b>26,866.14</b>
<b>Total COST PLUS MAX</b>					<b>26,866.14</b>

**Total Invoice: \$26,866.14**

**Please remit payment electronically to:**

Account Name: KIMLEY-HORN AND ASSOCIATES, INC.  
 Bank Name and Address: WELLS FARGO BANK, N.A., SAN FRANCISCO, CA 94163  
 Account Number: 2073089159554  
 ABA#: 121000248

**If paying by check, please remit to:**

KIMLEY-HORN AND ASSOCIATES, INC.  
 P.O. BOX 913221  
 DENVER, CO 80291-3221

RTA OF CENTRAL OK  
 ATTN: JASON FERBRACHE  
 2000 S. MAY AVENUE  
 OKLAHOMA CITY, OK 73108

Invoice No: 196742000-0923  
 Invoice Date: Sep 30, 2023  
 Invoice Amount: \$54,599.06

Project No: 196742000  
 Project Name: RTA - WEST AND AIRPORT AA  
 Project Manager: SCANLON, LIZ

Federal Tax Id: 56-0885615  
 For Services Rendered through Sep 30, 2023

Client Reference:

**COST PLUS MAX**

KHA Ref # 196742000.3-26265866

Description	Contract Value	% Billed to Date	Amount Billed to Date	Previous Amount Billed	Current Amount Due
PROJECT MANAGEMENT	94,048.36	67.76%	63,722.50	54,642.50	9,080.00
PUBLIC PARTICIPATION	161,677.81	85.67%	138,504.35	122,329.35	16,175.00
ALTERNATIVES ANALYSIS	901,434.30	19.62%	176,896.77	147,552.71	29,344.06
<b>Subtotal</b>	<b>1,157,160.47</b>	<b>32.76%</b>	<b>379,123.62</b>	<b>324,524.56</b>	<b>54,599.06</b>
<b>Total COST PLUS MAX</b>					<b>54,599.06</b>

**Total Invoice: \$54,599.06**



INVOICE NUMBER:

WFXS1100-01

INVOICE DATE:

10/27/23

## Bill To:

Regional Transportation Authority of Central Oklahoma  
2000 S MAY AVENUE  
OKLAHOMA CITY, OK 73108

Attention: Christina Hankins

## Remit to:

JACOBS ENGINEERING GROUP, INC  
C/O BANK OF AMERICA  
800 MARKET STREET, LOCKBOX 18713  
ST. LOUIS, MO 63150

Project Number:

WFXS1100

PO Number:

2024-016

Project Description:

Task Order No. 1

Project Manager:

YOUNG, SCOTT

Terms:

NET 30

Due Date:

11/26/23

Billing Period From: 08/31/23

To: 10/20/23

Description:		Scheduled Value	Percent Complete	Amount Billable	Previous Billed	Current Amount Due
<b>RTA 2023-001 On-Call Engineering Consulting Services</b>						
<b>Labor</b>	<b>TM</b>	<b>\$ 47,990.00</b>	<b>9.53%</b>	<b>\$ 4,572.50</b>	<b>\$ -</b>	<b>\$ 4,572.50</b>
Task 1.1. Coordination	TM	\$ 19,300.00	21.62%	\$ 4,172.50	\$ -	\$ 4,172.50
Task 1.2. BNSF Conceptual Design Review	TM	\$ 10,810.00	0.00%	\$ -	\$ -	\$ -
Task 1.3. Prepare RTA	TM	\$ 17,880.00	2.24%	\$ 400.00	\$ -	\$ 400.00
<b>Expenses</b>	<b>TM</b>	<b>\$ 1,982.00</b>	<b>0.00%</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
		<b>\$ 49,972.00</b>		<b>\$ 4,572.50</b>	<b>\$ -</b>	<b>\$ 4,572.50</b>
<b>Grand Total</b>		<b>\$ 49,972.00</b>	<b>9.15%</b>	<b>\$ 4,572.50</b>	<b>\$ -</b>	<b>\$ 4,572.50</b>

TOTAL AMOUNT DUE THIS INVOICE

\$4,572.50

I have reviewed and approved all expenditures associated with this project. All Charges are valid charges to this project.

Status:

During invoicing period, Jacobs provided coordination services under Task Order 1, in participation with the RTA Owner's Representative, for the following meetings:

- 10/11/2023 OK RTA Expansion 15% Design Kickoff Meeting (virtually between BNSF, Olsson, RTA, Jacobs)
- 10/17/2023 Hi-Rail Tour of the North-South Corridor (in-person in OKC between BNSF, Olsson, RTA, Jacobs)
- Regular Bi-Weekly Standing Meetings between RTA/Jacobs to discuss funding opportunities and strategy

## Upcoming Activities:

- Task Order 3 (Revised) –
  - In development by Jacobs
- 10/25/2023 OK RTA – Design Bi-Weekly Meeting (virtually between BNSF, Olsson, RTA, Jacobs)
- 11/8/2023 OK RTA – Design Bi-Weekly Meeting
- 11/22/2023 OK RTA – Design Bi-Weekly Meeting
- 11/29/2023 Design Review Meeting (DFW)
  - Scheduling in progress

Please reference invoice # with all payments

Remit To: Jacobs Engineering Group c/o Bank of America 800 Market St. Lockbox 18713 St. Louis, MO 63150-8713  
ACH/ Wire Payments: Jacobs Engineering Group c/o Bank of America ABA # 111000012 Acct # 3750916030

1100 15th St NW, 4th Floor  
Washington, DC 20005  
(202) 450-6541  
scott@alphavu.com  
www.alphavu.com



**BILL TO**  
Christina Hankins  
Regional Transportation Authority  
of Central Oklahoma  
2000 South May Avenue  
Oklahoma City, Oklahoma  
73108

**INVOICE #** 1918  
**DATE** 11/06/2023  
**DUE DATE** 12/06/2023  
**TERMS** Net 30

ACTIVITY	QTY	RATE	AMOUNT
<b>Social network intelligence, analysis, and reporting</b> October 2023 Services --DataVu updates, client calls, data modifications, initial LLM setup.	1	9,250.00	9,250.00

BALANCE DUE **\$9,250.00**

# Invoice October 2023

## Regional Economic Advisors

a division of Thorberg Collectorate, Inc.

141 NE 13<sup>th</sup> St, Oklahoma City , OK 73104



**THORBERG**  
COLLECTORATE

Date	Attn	Amount
October 25, 2023	Kathryn Holmes, RTA Owner's Representative  2000 S May Ave Oklahoma City, OK 73108	<b>\$4,545.45</b>

Item Description	Date	Rate	Amount
Monthly Task Order for the month of October 2023	October 25 <sup>th</sup> , 2023	\$4,545.45	\$4,545.45
SUBTOTAL			<b>\$4,545.45</b>

Thank you!





CENTRAL OKLAHOMA  
TRANSPORTATION & PARKING  
AUTHORITY

**REMIT PAYMENT TO:**  
EMBARC - Accts Receivable  
2000 S. May | Oklahoma City, OK 73108  
embarkok@okc.gov

Bill To: **Regional Transportation  
Authority of Central Oklahoma**

**Invoice #: 2024-105**

Address: 2000 S May Avenue  
Oklahoma City, OK 73108

Invoice Date: 11/2/23

**Invoice For:** Administrative Services

Item #	Description	Qty	Unit Price	Discount	Price
1	Admin Services Fee - October 2023	1	\$2,449.00		\$2,449.00
2	Reimbursement for Printing - October 2023	1	\$22.10		\$22.10
<b>NOTES: RTA PO # 2024-002</b>				Invoice Subtotal	<b>\$2,471.10</b>
				Tax Rate	
				Sales Tax	<b>\$0.00</b>
				Other	
				Deposit Received	
Make all checks payable to EMBARK				<b>TOTAL</b>	<b>\$2,471.10</b>



TO: Chairman and Board of Directors

FROM: Interim Executive Director

Consider approving renewal No. 3 of the Memorandum of Understanding with the Central Oklahoma Transportation and Parking Authority for interim administrative services, effective February 1, 2024 through January 31, 2025.

**Background** On January 29, 2020, the Regional Transportation Authority of Central Oklahoma (RTA) and the Central Oklahoma Transportation and Parking Authority (COTPA) entered into a Memorandum of Understanding (MOU) for COTPA to provide interim administrative services for a term of two years, through January 31, 2022.

The MOU provides that it may be renewed for additional one-year terms when either RTA or COTPA notifies the other in writing at least thirty days prior to the expiration of the MOU. This renewal serves as the notice of intent and is the third renewal of the MOU.

Recommendation: Renewal be approved.

Reviewed by:

Jason Ferbrache  
Interim Executive Director

## **Consent of Renewal For Interim Administrative Services**

This renewal (**“Renewal No. 3”**) is effective February 1, 2024, agreeing to exercise the renewal option, as per the original Memorandum of Understanding for Interim Administrative Services (**“MOU”**), made by and between the **Central Oklahoma Transportation and Parking Authority dba EMBARK (“SERVICES PROVIDER”)**, an Oklahoma public Trust, and the **Regional Transportation Authority of Central Oklahoma (“CONTRACTING ENTITY”)**, an Oklahoma public trust, (collectively, the **“Parties”**).

### **WITNESSETH:**

**WHEREAS**, the **Parties** entered into the **MOU** on February 1, 2020 whereby the **SERVICE PROVIDER** agreed to provide certain administrative services to the **CONTRACTING ENTITY** for a period of two years; and

**WHEREAS**, the **Term** of the **MOU** provides that it may be renewed for additional one-year terms when either of the **Parties** notifies the other in writing at least thirty days prior to the expiration of the **MOU**; and

**WHEREAS**, the **Parties** mutually agreed to renew the **MOU** in March 2022 for the first additional one-year term, making it effective retroactively from February 1, 2022, through January 31, 2023; and

**WHEREAS**, the **Parties** mutually agreed to renew the **MOU** in January 2023 for the second additional one-year term, making it effective from February 1, 2023, through January 31, 2024; and

**WHEREAS**, the **Parties** mutually consent to Renewal No. 3 of the **MOU**, under the same terms, conditions and provisions as originally agreed upon.

**NOW THEREFORE**, it is mutually agreed by and between the **Parties** to renew the **MOU**, effective February 1, 2024, under the same terms, conditions and provisions as originally agreed upon, expiring January 31, 2025.


**APPROVED** by the Trustees and **SIGNED** by the Chairperson of the Central Oklahoma Transportation and Parking Authority this 3<sup>rd</sup> day of November 2023.

**ATTEST:**




**CENTRAL OKLAHOMA  
TRANSPORTATION AND PARKING  
AUTHORITY**

  
\_\_\_\_\_  
Jason Ferbrache, Secretary

  
\_\_\_\_\_  
Bernard Semtner, III, Chairperson

Reviewed for form and legality.

  
\_\_\_\_\_  
Assistant Municipal Counselor

**APPROVED** by the Board of Directors and **SIGNED** by the Chairperson of the  
Regional Transportation Authority of Central Oklahoma this 15<sup>th</sup> day of November 2023.

**ATTEST:**

**REGIONAL TRANSPORTATION  
AUTHORITY OF CENTRAL  
OKLAHOMA**

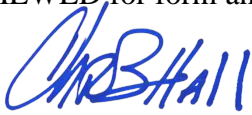
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Mary Mélon-Tully, Secretary

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Brad Henry, Chairperson

REVIEWED for form and legality.



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Assistant Municipal Counselor



TO: Chairperson and Board of Directors

FROM: Interim Executive Director

Enter into Executive Session on advice of the Municipal Counselor to discuss the purchase or appraisal of real property and to confer on matters pertaining to economic development including the transfer of property, as public disclosure of the matter discussed would interfere with the development of products or services regarding the Board's strategy and approach for the acquisition of certain real property from BNSF for the commuter rail operation, as authorized by 25 O.S. (2021 Supp.) §§ 307 (B) (3) and (C) (11).

**Background** It is the recommendation that the Chairperson and the Board of Directors retire into executive session to receive confidential consultant reports relating to ongoing negotiations with BNSF.

Recommendation: Enter into executive session.

Jason Ferbrache  
Interim Executive Director



TO: Chairperson and Board of Directors

FROM: Interim Executive Director

Enter into Executive Session on advice of the Municipal Counselor to discuss the purchase or appraisal of real property and to confer on matters pertaining to economic development including the transfer of property, as public disclosure of the matter discussed would interfere with the development of products or services regarding the Board's strategy and approach for the acquisition of certain real property from BNSF for the commuter rail operation, as authorized by 25 O.S. (2021 Supp.) §§ 307 (B) (3) and (C) (11).

**Background** It is the recommendation that the Chairperson and the Board of Directors retire into executive session to receive confidential consultant reports relating to ongoing negotiations with BNSF.

Recommendation: Enter into executive session.

Jason Ferbrache  
Interim Executive Director