



**Pee Dee Regional Transportation Authority
Board of Directors Meeting**

**Draft *Special Board Meeting Minutes
February 20th, 2024**

Members Present: James Jackson, Adell McManus-McCoy Judy Alexander, Vivian Rogers, Carolyn Guase

Members Absent/Web Viewing: Yolonda Dupree (Virtual), Hattie Burns (virtual), Tyron Jones (virtual), Drew Huggins, George Jebaily, Rebecca Gamble, Belva Britt

Staff Present: Don Strickland (virtual), Samantha Mack, Will Johnson, Cicily Shuall

Guests: None

A. James Jackson called the meeting to order at 1:05 pm

B. Invocation – James Jackson

C. Approval of the Agenda:

Agenda, as amended – motioned, seconded, and unanimously approved.

D. Public Comments:

None.

E. Committee Reports:

None.

F. Old/Current Business:

a. RFP/IFB PROCUREMENT UPDATE -- APPROVAL

Cicily Shuall, Procurement Manager provided an update regarding the Bid and awarding process for PDRTA's CAD/AVL system formally known as RFP122024 (Intelligent Transportation System (ITS) Contract# 122024-1000. The CAD/AVL system includes the digital tracking of the assets, the onboard computer system, and hardware. 6 proposals

were received during the request period. After the grading process ETA Transit was selected as the Best Value. The cost proposal and graders scores were submitted to the board. Also addressed was the information for bid process for IFB 012024 Bus Shelters Contract# 012024-1000. Which is essentially a Blanket Purchase Agreement (BPA) between the two bidders, Tolar Manufacturing Company Inc. and Brasco International, Inc. By creating competition and this Blanket Purchase Agreement, the cost has decreased an estimate of \$10,000.00.

RFP122024 (Intelligent Transportation System (ITS) Contract# 122024-1000 – motioned, seconded, and unanimously approved.

IFB 012024 Bus Shelters Contract# 012024-1000 – motioned, seconded, and unanimously approved.

b. ENTERPRISE VANPOOL CONTRACT -- UPDATE

Will Johnson, Outreach Coordinator/Executive Assistant on behalf of Don Strickland notified the board of the signing of the Vanpool Contract with Enterprise previously approved by council in CY2023. The vanpool program is to begin during the 2024/2025 fiscal year.

G. Executive Director's Comments:

None.

H. Chairman's Comments:

Chairman thanked everyone for being willing to adjust their schedules to attend.

I. Adjournment:

Motion was made, seconded, and unanimously approved. The meeting adjourned at 1:24 pm.

Respectively submitted,



**Don Strickland
Executive Director**