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Norwalk Transit District Commissioners' Meeting Agenda Thursday, October 17, 2024, at 6:00 p.m.

This meeting will be held via Zoom, a virtual conference platform. Details on how to participate below:

Join Zoom Meeting

<https://nam12.safelinks.protection.outlook.com/?url=https%3A%2F%2Fzoom.us%2Fj%2F91794440547%3Fpwd%3DUWU0Zzgwa1pWQ3VaczVaU1FkTFBQUT09&data=05%7C02%7CLHammill%40norwalktransit.com%7C4d9f5c30941247fe40b908dc266e8442%7Ccacbc6541d19466aa04c525310b7e4ad%7C0%7C0%7C638427503326182377%7CUnknown%7CTWFpbGZsb3d8eyJWljoimC4wLjAwMDAiLCJQIjoiV2luMzliLCJBTiI6I6k1haWwiLCJXVCi6Mn0%3D%7C0%7C%7C%7C&sdata=86EnRNbu%2FonJDLlJd6KTxQECmQ3Jq9cOzu1dt18Y1Y8%3D&reserved=0>

Meeting ID: 917 9444 0547

Passcode: 137760

One tap mobile

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+16465588656,,91794440547#,,,,*137760# US (New York)

Public Comment Instructions:

- The public is encouraged to send their comments before or after the meeting to the following email: lhammill@norwalktransit.com
- As you would in a public meeting, please include your name, affiliation and home address with your comments. All comments received and verified will be posted to the Norwalk Transit District Board of Commissioners May meeting minutes with your Name Only-your email address will be excluded.
- Public comment is only allowed during the public comment section of the agenda.
- Those wishing to speak should introduce themselves with their name and address.
- Those representing a group should declare their position and associations with that group prior to speaking.
- Public persons will have maximum of three minutes to speak.

I. CALL TO ORDER – CEO

II. COMMENTS FROM THE PUBLIC

III. APPROVAL OF THE AGENDA FOR THE OCTOBER 17, 2024 COMMISSIONERS MEETING

IV. APPROVAL OF MINUTES

1. Minutes of the March 22, 2024 Special Commissioners Meeting

V. REPORTS

1. Finance
 - i. FY23 Audit Presentation -Seward and Monde
 - ii. FY24 & FY25 Financial Update

2. Procurement
 - i. Award Recommendation for Sole Source procurement for Routematch for Annual Core System Software Maintenance and Support Agreement for period October 1, 2024 to September 30, 2025 in the amount of \$36,162.00.
 - ii. Award Recommendation for Sole Source procurement for Routematch for Annual AVL/MDC License Software Maintenance and Support Agreement for period December 1, 2024 to November 30, 2025 in the amount of \$45,834.01.
 - iii. Award Recommendations for Change Orders to the following existing awards due to structural changes to enclosed canopy and extension of time of 9 months:
 1. Banton Construction Change Order #41 in amount of \$1,165,000
 2. Wendel in the amount of \$172,080.00
 3. AI Engineers in the amount of \$48,949.00
 - iv. Award Recommendations for Change Orders 1-50 (excl. CO#41) by Banton Construction during the duration of the construction of the major facility renovation project in the amount of \$392,569.03 to date.
 - v. Pilot Microtransit Services in Westport with Via Transportation, Inc., as part of the 791 Purchasing Co-Operative with a Not-to-Exceed cost of \$2,810,301 over 3 years, and two option years Not-to-Exceed \$957,265 and \$985,532, respectively.

3. Operations
 - i. FY24 & FY25 Ridership Update

4. Human Resources
 - i. General HR Staffing Update
 - ii. EEO Officer Update

5. Maintenance
 - i. New Vehicles Update

6. Chief Executive Officer
 - i. Facility Renovation Update
 - ii. COA Update
 - iii. Miscellaneous Items

VI. OLD BUSINESS

VII. NEW BUSINESS

VIII. EXECUTIVE SESSION

IX. ADJOURNMENT

Next Meeting is Thursday, December 19, 2024 at 6:00 p.m.