



Oxford - University Transit Meeting

August 11, 2010

Members Present: Jack Howard, Donna Gurley, Carole Haney, George Price, Shannon Richardson, Corey Washington and Jim Windham.

Others Present: Tim Akers, Ron Biggs, Matt Davis, Tim Lett, Frances Saralvarez, Richard Brooks, Errol Castens, Linda Christian and Anne McCauley.

The meeting was called to order by Chairman Jack Howard.

The meeting agenda was approved.

The minutes for the July 14, 2010 meeting were approved.

General Manager's Report - Ron Biggs

- Mr. Biggs informed the Commission that O.U.T. transported 12,775 riders for the month of July. The monthly passes sold equaled \$345 and fare box revenue \$1,886 for a total of \$2,231.
- O.U.T.'s fall schedule began on Monday, August 9th. We started running early to ensure there are no problems and everything is running smooth when classes begin.
- We look forward to the addition of the MDOT lot, and the increase in ridership on the Green Route.
- The Blue route started going into Kroger, and it has been running well.
- Mr. Biggs mentioned he still does not feel comfortable with the buses go into Big Star's parking lot. He added that we are still having discussions with the owners and trying to come up with a good design on how our buses can go in safely. The Blue Line which currently services Kroger and possibly Big Star in the future runs on Saturday.
- Linda Christian who is in charge of parking services was present and informed the Commission that Ole Miss is placing police officers to help with the traffic on Old Taylor Road. They will monitor that street to ensure students and regular people who go to work may be able to stay on schedule.
- Mr. Biggs stated that traffic on Old Taylor Road will be heavy near the MDOT parking lot, but we anticipate that within 1 to 2 weeks after school starts, we'll be able to keep 10 minutes headway. Everybody who would be using the MDOT lot would need a decal that is being sold at a discounted price.
- A memo was posted for all O.U.T.'s drivers to request all students to show ID at all times. This is a procedure that we need to enforce.

Planner's Report – Tim Akers

- Mr. Akers gave an update on the request for transit facility qualification for design engineering. He stated that he sent out 25 RFQs which are due on August 20th. Mr. Akers hoped to have the RFQs evaluated in order to present the Board of Alderman with a recommendation on September 7th.
- Lynn Robins is getting quotes for the possible purchase of solar panels for the shelters.

Request Permission to procure Video Surveillance System

- We received 4 responses for the Video Surveillance System RFP. The responsive proposals were scored on 8 different criteria. Tim Lett and Bob Opalco scored each bid separately. Based on evaluation and scores, we recommend Seon Design Incorporated.
- The camera system is required by Federal Transit Administration to have on buses. Part of FTA Grant each year has to be allocated toward safety and security.

Chairman Jack Howard called for a motion to accept the bid from Seon Design Incorporated. Commissioner George Price made the motion and Commissioner Donna Gurley seconded the motion. All agreed.

Request Permission to procure Passenger Information Systems

- We received 3 responses for Passenger Information Systems RFP. The responsive proposals were scored on 8 different criteria. Tim Lett and Bob Opalco scored each bid separately. Based on evaluation and scores, we recommend NextBus, Inc.
- Once the shelters are installed, we could consider installing LED screens, which run approximately \$1,000 per unit.
- Mr. Tim Lett stated that this type of information will encourage passengers to use our transit system. The system will give real time information rather than the estimated time of arrival. It could be accessed through Standard Telephones, I-Pod, Smart Phone, Web Site, etc. It provides the necessary information to give riders confidence in using our transit system.

Commissioner Donna Gurley made a motion to accept the discussed bid by Next Bus Inc. Commissioner Carole Haney seconded the motion. All agreed.

Report on Welcome Week and Student Orientation – Cory Washington

- Welcome week will take place on the first week of school. The Office of Sustainability is requesting for O.U.T. to be present on August 27th from 10:00 AM to 2:00 PM in front of the Student Union.
- There is the possibility of having a bus available to park it at the Student Union Plaza for students to be able to see the buses inside.

Open Discussion

- Mr. Richard Brooks thanked the Commission and O.U.T. for adding Kroger's stop to the Blue line.
- Ole Miss students continually inquire about the location of the bus stops on campus, and the question was asked if a campus map could be updated with the bus stops. Mr. Davis mentioned that once permanent stops are identified, we will add them to the map.
- Anne McCauley from Ole Miss mentioned that the routes are currently posted on Ole Miss web page, and they could add the bus stops as soon as their location was finalized. The bus routes on campus could be accessed by going to Ole Miss web site. On the main page press the button for [map](#) on the top of the screen, press [miscellaneous](#) on the left to see a list which includes [O.U.T. Bus Stops](#) where one can see the bus routes highlighted on different colors.

There being no further business and upon a motion by Commissioner Shannon Richardson, seconded by Commissioner Jim Windham, the meeting was adjourned with unanimous yeas.