



**BOARD OF DIRECTORS**

**METROPOLITAN ATLANTA RAPID TRANSIT AUTHORITY**

**BUSINESS MANAGEMENT COMMITTEE**

**THURSDAY, JANUARY 27, 2022**

**ATLANTA, GEORGIA**

**MEETING MINUTES**

**1. CALL TO ORDER AND ROLL CALL**

Chair Frierson called the meeting to order at 11:02 A.M.

**Board Members**

**Present:**

Roderick Frierson  
Rita Scott  
Reginald Snyder  
William Floyd  
Rod Mullice

**Board Members**

**Absent:**

Al Pond  
Freda Hardage  
Jim Durrett  
Kathryn Powers  
Robert Ashe III  
Roberta Abdul-Salaam  
Russell McMurry  
Stacy Blakley  
Thomas Worthy  
Christopher Tomlinson

**Staff Members Present:**

Collie Greenwood, Luz Borrero, Rhonda Allen, Ralph McKinney,  
Michael Kreher, Raj Srinath, Peter Andrews, George Wright, Manjeet  
Ranu

**Also in Attendance:** Justice Leah Ward Sears of Smith, Gambrell & Russell, LLP, Kevin Hurley, Michael Bradley, Paula Nash, Jacqueline Holland, Stephany Fisher, Gloria Londono, MARTA Police Officer Oliva, Tyrene Huff, Keri Lee and Kenya Hammond

**2. APPROVAL OF THE MINUTES**

**Approval of Minutes from November 18, 2021 Business Management Committee Meeting**

Approval of the November 18, 2021 minutes. On a motion by Board Member Floyd, seconded by Board Member Snyder, the motion passed by a vote of 5 to 0 with 5 members present.

**3. RESOLUTIONS**

**Resolution Authorizing the Commitment of Local Funding Related to Certain Atlanta Regional Commission TIP Project Grant Applications** *[Presentation attached]*

Approval of the Resolution Authorizing the Commitment of Local Funding Related to Certain Atlanta Regional Commission TIP Project Grant Applications. On a motion by Board Member Floyd, seconded by Board Member Snyder, the resolution passed by a vote of 5 to 0 with 5 members present.

**Resolution Authorizing the Solicitation of Proposals for the Procurement of Investment Advisory Services, RFP P50072** *[Presentation attached]*

Approval of the Resolution Authorizing the Solicitation of Proposals for the Procurement of Investment Advisory Services, RFP P50072. On a motion by Board Member Mullice, seconded by Board Member Floyd, the resolution passed by a vote of 5 to 0 with 5 members present.

**4. BRIEFING**

**D&I - EEO Briefing**

Paula Nash, Executive Director Diversity & Inclusion, presented a briefing on EEO *[Presentation attached]*

**5. OTHER MATTERS**

FY 2022 November Financial Highlights and Financial Performance Indicators

*[Presentation attached]*

Utilize the State of Georgia Technology Authority Contract to Procure Rapid7 Cyber Security Services

**6. ADJOURNMENT**

Committee meeting adjourned at 11:44 A.M.

Respectfully submitted,



Tyrene L. Huff  
Assistant Secretary to the Board

YouTube link: <https://youtu.be/b-K5n3nL5n8>



**Resolution Authorizing  
the Commitment  
of Local Funds for ARC TIP  
Project Grant Applications**

*January 27, 2022*

# Background and Overview

- Atlanta Regional Commission (ARC) held a Transportation Improvement Program (TIP) call for projects (solicitation) to fund projects in the TIP for Fed. Fiscal Years 2023-25
- FHWA Fund Source Programs
  - Surface Transportation Block Grant (STBG-Urban)
  - Transportation Alternatives (TAP)
  - Congestion Mitigation and Air Quality Improvement (CMAQ)
- Solicitation closed December 2, 2021
- ARC is currently evaluating the submitted applications
- Initial Award Recommendations: Late Spring; Final Awards: Summer 2022

# MARTA Submitted Project Applications

Project	Project Description	Federal Request Amount (80%)	Local Match (20%)*	Total (100%)
1	MARTA Clean Bus Procurement	\$7,830,000	\$1,957,500	\$9,787,500
2	MARTA Bus Corridor Improvements	\$10,000,000	\$2,500,000	\$12,500,000
3	Stonecrest Transit Hub (DeKalb County)	\$5,000,000	\$1,250,000	\$6,250,000
<b>Total:</b>		<b>\$22,830,000</b>	<b>\$5,707,500</b>	<b>\$28,537,500</b>

\*Actual required match amount dependent on projects being selected for funding and amount awarded.

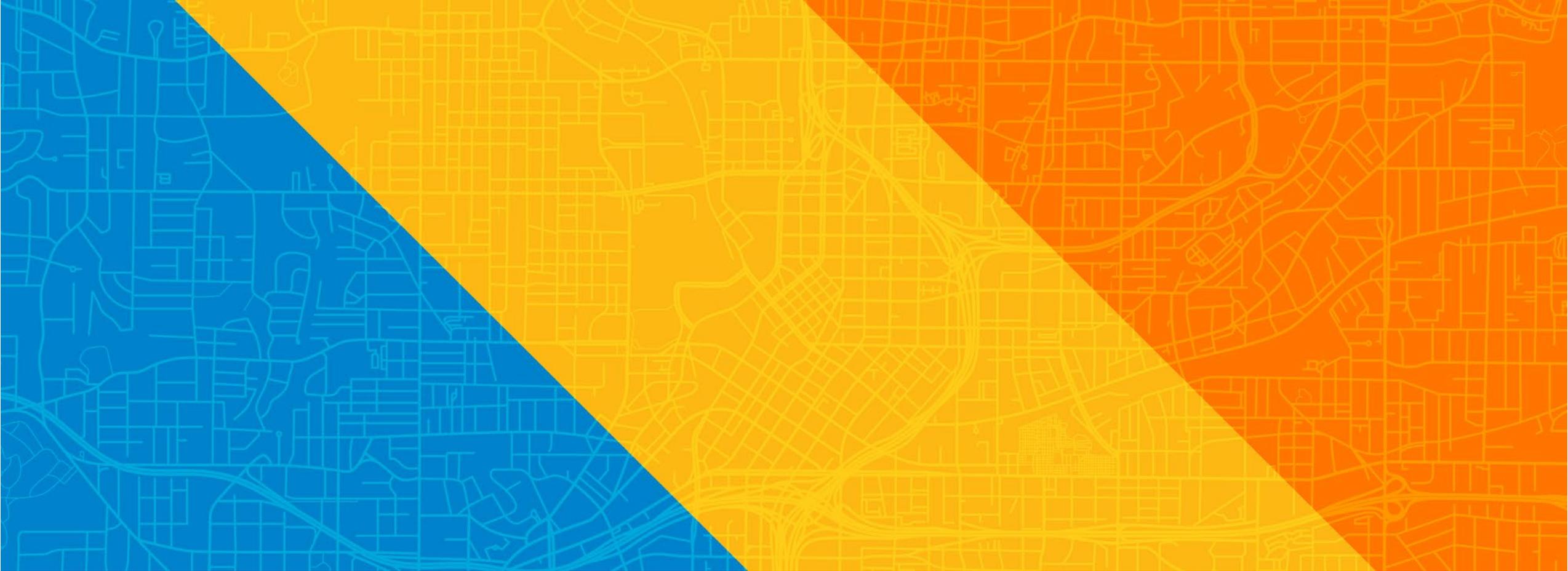
- All three (3) projects are in the Authority's approved 10-year Capital Program
- **Resolution Purpose:** ARC requires confirmation from MARTA Board of Directors that if any of the projects are selected to receive federal funding, MARTA will provide the non-federal local match.

## **Previous ARC Awards for MARTA (2015, 2017 & 2019)**

- 2015 MARTA submitted seven (7) applications, awarded five (5)
  - Total Awarded 2015: \$12,733,248 Federal, \$3,183,312 Local Match
- 2017 MARTA submitted six (6) applications, awarded three (3)
  - Total Awarded 2017: \$32,960,000 Federal, \$8,240,000 Local Match
- 2019 MARTA submitted five (5) applications, awarded four (4)
  - Total Awarded 2019: \$20,980,000 Federal, \$5,245,000 Local Match

# **Resolution Authorizing Commitment of Local Funds**

- Formal Request for Approval



Thank You





Permission to Solicit:  
Investment Advisory Services  
RFP P50072

MARTA Board Business Management Committee  
January 27, 2022

# Agenda

- Background
- Use of RFP Process
- Business Management Committee Action

# Background

- The requested solicitation is for investment advisory services to replace the current contract that will expire November 30, 2022
- The services will support the Committee with oversight for the MARTA Non-Represented Employee 401(a) Defined Contribution Plan and the MARTA Employee 457(b) Deferred Compensation Plan
- The Contract will be a three-year contract with two one-year options
- The Cost is approximately \$420,000 over the life of the contract
- Costs for the service are to be paid for by the underlying plans

# Use of RFP Process

- MARTA Staff is authorized by Section 14(m) of the MARTA Act to procure goods and services without competitive bidding through an RFP process if it is impracticable to prepare adequate specifications to solicit via competitive bids
- Procurement of Investment Advisory Services is a professional service that is impracticable to solicit through competitive bids
- Approval of this resolution only allows for execution of the solicitation process
- Final contract award is subject to approval by the MARTA Board of Directors

# Business Management Committee Action

- I respectfully request the BMC Approval of the Resolution to permit staff to execute the solicitation of proposals for Investment Advisory Services through an RFP Process, utilizing RFP P50072



Thank You





# **MARTA EQUAL EMPLOYMENT OPPORTUNITY PLAN UPDATE**

Office of Diversity and Inclusion

January 2022



## MARTA EEO Plan Responsibilities

- Developing & implementing an Equal Employment Opportunity (EEO) Plan is required as a public transit agency and a recipient of federal funding.
- Plan must include an assessment of employment practices, policies and processes.
- Plan must be submitted to FTA every 4 years. This plan covers May 1, 2022 to April 30, 2026.
- Plan must include workforce demographics and address areas of underutilization.



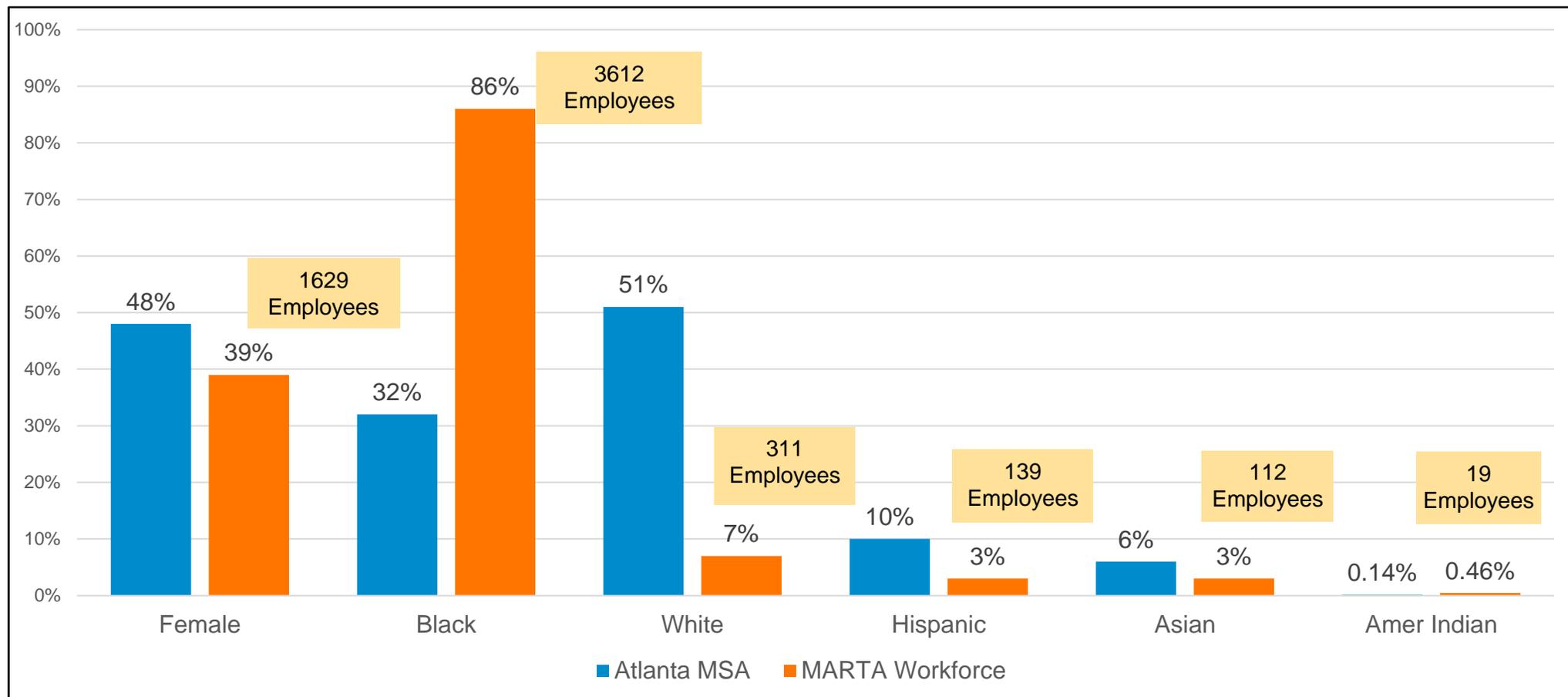
# Objectives

Answer three key questions:

1. What was the demographic composition of MARTA's workforce in FY2021?
2. Have there been any significant demographic shifts in MARTA's workforce over the last four years?
3. Are there any groups employed at a level below the availability of qualified persons in the relevant labor market?



# 1. What was the demographic composition of MARTA's workforce in FY2021?

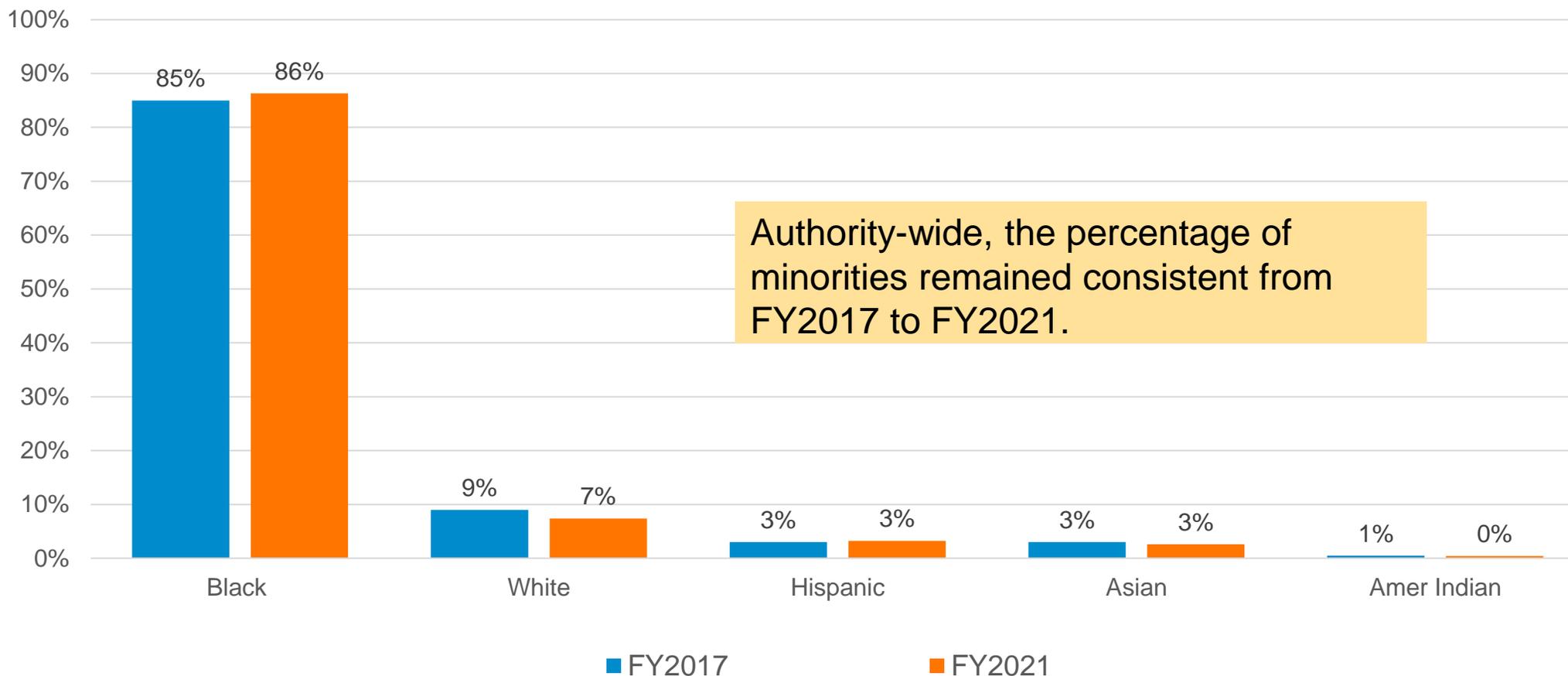


## **2. Have there been any significant demographic shifts in MARTA's workforce over the last four years?**

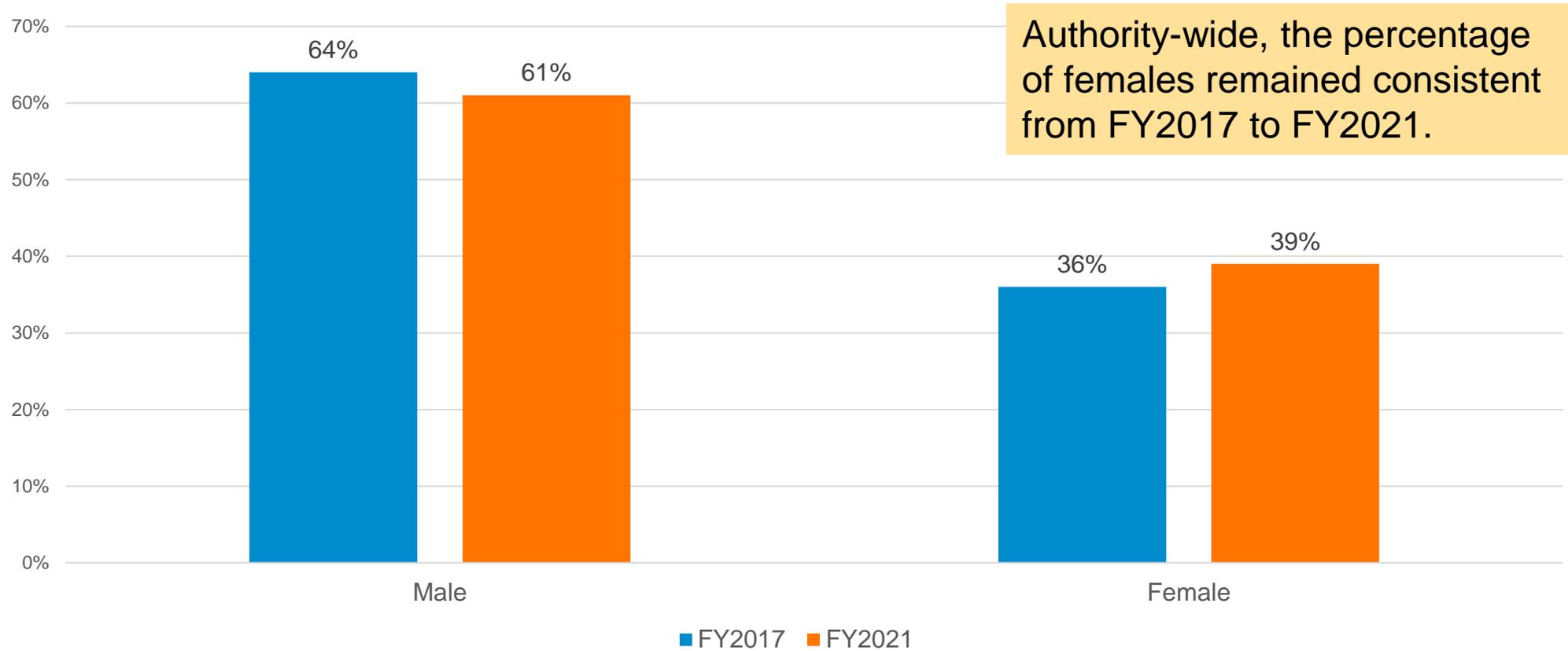
Analyzed demographic make-up of MARTA's workforce on June 30, 2017, and June 30, 2021:

- By race and ethnicity
- By gender
- By Equal Employment Opportunity (EEO) job codes
- By race and EEO job codes

# FY2017 – FY2021 MARTA Workforce Demographics: Race & Ethnicity



# FY2017 – FY2021 MARTA Workforce Demographics: Gender



# FY2017 – FY2021 MARTA Workforce by EEO Job Code

EEO Job Code	MARTA Employees in FY2017	MARTA Employees in FY2021	FY2017-FY2021 % Difference
Officials, Administrators	59	59	0%
Professionals	963	923	-4.2%
Technicians	99	85	-14.1%
Protective Service	321	241	-24.9%
Admin Support	401	318	-20.7%
Skilled Craft Workers	541	705	30.3%
Service & Maintenance	2050	1862	-9.2%
<b>TOTAL</b>	<b>4,434</b>	<b>4,193</b>	<b>-5.4%</b>

# FY2017 – FY2021 MARTA Workforce by EEO Job Code and Race

EEO Job Code	Minority Employees		Non-Minority Employees	
	FY2017	FY2021	FY2017	FY2021
Officials, Administrators	61%	56%	39%	44%
Professionals	83%	85%	17%	15%
Technicians	80%	84%	20%	16%
Protective Service	88%	93%	12%	7%
Admin Support	94%	96%	6%	4%
Skilled Craft Workers	82%	88%	18%	12%
Service & Maintenance	98%	99%	2%	1%

## **2. Have there been any significant demographic shifts in MARTA's workforce over the last four years?**

**Answer: No**

Percentage of minorities and non-minorities has remained consistent

Percentage of males and females has remained consistent

Percentage of minority and non-minority employees by EEO job code has remained consistent

**3. Are there any groups employed at a level below the availability of qualified persons in the relevant labor market?**

**Answer: Yes**

## Relevant Data

- Analyzed Census data for the Atlanta Metropolitan Statistical Area (MSA) to estimate demographic composition of available labor market by EEO job code
- Underutilized groups identified by comparing demographic composition of MARTA's workforce on June 30, 2021, to available labor market



# AVAILABILITY v. UTILIZATION

Availability v. Utilization		Female	Hispanic	Asian	Black	White	Native American
Officials & Administrators	Availability	42.74%	5.28%	5.69%	23.40%	63.60%	0.19%
	Representation	42.37%	5.08%	1.69%	49.15%	44.07%	0%
Professionals	Availability	56.72%	4.50%	9.26%	26.32%	57.86%	0.09%
	Representation	36.73%	3.14%	4.87%	76.06%	15.28%	0.65%
Technicians	Availability	48%	10.85%	5.80%	35.79%	45.63%	0.18%
	Representation	31.76%	5.88%	3.53%	74.12%	16.47%	0%
Administrative Support	Availability	63.01%	7.15%	4.82%	35.10%	51.02%	0.10%
	Representation	72.33%	3.46%	1.57%	89.62%	4.40%	0.94%
Protective Service	Availability	26.21%	4.36	1.05%	45.97%	46.42%	0.19%
	Representation	29.05%	10.37%	2.07%	80.08%	7.05%	0.41%
Skilled Craft	Availability	8.15%	25.45%	2.69%	20.90%	49.26%	0.27%
	Representation	3.26%	5.53%	6.81%	75.03%	11.77%	0.85%
Service / Maintenance	Availability	41.75%	15.95%	4.92%	40.86%	36.35%	0.15%
	Representation	49.17%	1.45%	0.27%	97.26	0.86%	0.16%

## Opportunities For Improvement

- Less than expected representation and hiring of Hispanic employees in Skilled Craft positions and Service/ Maintenance positions compared to availability.
- Less than expected representation and hiring of Asian employees in Professional category and Service/ Maintenance positions compared to availability.
- Less than expected representation and hiring of White employees in Administrative Support, Protective Service, Skilled Craft positions and Service/ Maintenance positions compared to availability.

## Plans For Achieving Progress

- Continue to focus on under-represented groups during recruitment efforts
- Conduct training for managers on their EEO responsibilities
- Continue outreach to under-represented groups by engaging diverse community organizations, professional associations, and educational institutions
  - ✓ Forward job announcements
  - ✓ Advise local vocational schools
  - ✓ Increase use of social media
  - ✓ Attend job fairs
- Review employment practices quarterly ensure equity and fairness
- Brief GM/CEO and executive leaders on progress.



Thank You





# Financial Highlights

November 2021

## Year-To-Date (YTD) Operations Performance

November 30, 2021

(\$ in Millions)

	Actual	Budget	Variance	
	\$	\$	\$	%
<b>Net Revenues</b>	264.0	229.3	34.7	15.1%
<b>Net Expenses</b>	203.6	229.3	25.7	11.2%
<b>Net Surplus</b>	<b>60.4</b>	<b>0.0</b>	<b>60.4</b>	

### COMMENTS

- YTD Net Revenues were favorable to budget by \$34.7M
- YTD Net Expenses were favorable to budget by \$25.7M
- YTD net surplus was \$60.4M compared to a \$0.0 variance or balanced budget for the year

## Year-To-Date (YTD) Operating Revenues and Expenses November 30, 2021

(\$ in Millions)

	Actual	Budget	Variance	
	\$	\$	\$	%
<b>REVENUES</b>				
Sales Tax	125.8	107.4	18.4	17.1%
Title Ad Valorem Tax	13.9	9.6	4.3	44.8%
Federal Assistance	36.4	30.4	6.0	19.7%
COVID Stimulus Funds	48.0	47.3	0.7	1.5%
Passenger Revenue	26.6	23.4	3.2	13.7%
Lease Income	4.1	3.6	0.5	13.9%
Station Parking	0.7	0.4	0.3	75.0%
Other Revenues	8.5	7.2	1.3	18.1%
<b>Net Operating Revenues</b>	<b>264.0</b>	<b>229.3</b>	<b>34.7</b>	<b>15.1%</b>
<b>EXPENSES</b>				
Salaries and Wages	98.2	110.3	12.1	11.0%
Overtime	12.8	13.4	0.6	4.5%
Total Benefits	47.4	56.5	9.1	16.1%
Contractual Services	33.2	41.8	8.6	20.6%
Total Materials and Supplies	18.9	19.9	1.0	5.0%
Other Non-Labor	13.6	16.7	3.1	18.6%
<b>Gross Operating Expenses</b>	<b>224.1</b>	<b>258.6</b>	<b>34.5</b>	<b>13.3%</b>
Less: Capital Charges	20.5	29.3	(8.8)	-30.0%
<b>Net Operating Expenses</b>	<b>203.6</b>	<b>229.3</b>	<b>25.7</b>	<b>11.2%</b>

### REVENUE COMMENTS – YTD revenues were \$34.7M above budget

- Sales tax performance was \$18.4M above budget as a result of a strong local economy
- Federal Assistance was \$6M above budget and includes accruals for reimbursable expenses for Preventive Maintenance, Bus Rapid Transit and other Federal grants
- COVID Stimulus Funds were in-line with budget and includes accruals for reimbursable expenses for ARP funds
- Passenger Revenue was \$3.2M above budget. Although actual performance has been better than budget, ridership continues to be negatively impacted by Covid-19

### EXPENSE COMMENTS – YTD expenses are \$25.7M under budget

- Salaries and wages were below budget by \$12.1M primarily due to vacancies (approximately 610 vacant positions)
- Total benefits were \$9.1M below budget for the year primarily due to the large number of vacancies
- Contractual services were \$8.6M below budget largely due to the COVID-19 driven reduction in ridership for contracted paratransit services

## Current Month Operations Performance November 30, 2021

(\$ in Millions)

	Actual	Budget	Variance	
	\$	\$	\$	%
<b>Net Revenues</b>	52.1	45.2	6.9	15.3%
<b>Net Expenses</b>	41.5	45.2	3.7	8.2%
<b>Net Surplus / (Deficit)</b>	<b>10.6</b>	<b>-</b>	<b>10.6</b>	

### COMMENTS

- Revenues were favorable to budget by \$6.9M for the month of November
- Expenses were favorable to budget by \$3.7M for the month of November
- Net surplus for November was \$10.6M compared to an expected \$0.0 variance or balanced budget

# Current Month Operating Revenues and Expenses

## November 30, 2021

(\$ in Millions)

	Actual	Budget	Variance	
	\$	\$	\$	%
<b>REVENUES</b>				
Sales Tax	25.3	21.5	3.8	17.7%
Title Ad Valorem Tax	2.8	1.8	1.0	55.6%
Federal Assistance	7.2	6.1	1.1	18.0%
COVID-Stimulus Funds	9.5	9.5	0.0	0.0%
Passenger Revenue	5.5	4.8	0.7	14.6%
Lease Income	0.9	0.7	0.2	28.6%
Station Parking	0.1	0.1	0.0	0.0%
Other Revenues	0.8	0.7	0.1	14.3%
<b>Net Operating Revenues</b>	<b>52.1</b>	<b>45.2</b>	<b>6.9</b>	<b>15.3%</b>
<b>EXPENSES</b>				
Salaries and Wages	20.1	21.6	1.5	6.9%
Overtime	2.6	2.6	0.0	0.0%
Total Benefits	10.2	11.1	0.9	8.1%
Contractual Services	5.8	8.3	2.5	30.1%
Total Materials and Supplies	3.9	4.0	0.1	2.5%
Other Non-Labor	2.6	3.4	0.8	23.5%
<b>Gross Operating Expenses</b>	<b>45.2</b>	<b>51.0</b>	<b>5.8</b>	<b>11.4%</b>
Less: Capital Charges	3.7	5.8	(2.1)	-36.2%
<b>Net Operating Expenses</b>	<b>41.5</b>	<b>45.2</b>	<b>3.7</b>	<b>8.2%</b>

### REVENUE COMMENTS – Monthly revenues are \$6.9M above budget

- Sales tax performance was \$3.8M above budget as a result of a strong local economy
- COVID Stimulus Funds were in-line with budget
- Federal assistance has been requisitioned slightly faster than anticipated.
- Passenger Revenue was \$0.7M above budget. Although actual performance has been better than budget, ridership continues to be negatively impacted by Covid-19

### EXPENSE COMMENTS – Monthly expenses are \$3.7M above budget

- Salaries and wages were below budget by \$1.5M, primarily due to the large number of vacancies
- Total Benefits were below budget by \$0.9M; the variance is related to the vacancies
- Contractual services were \$2.5M below budget largely due to the COVID-19 driven reduction in ridership for contracted paratransit services and a lower than anticipated consulting services costs

# FY22 November Financial Performance

# Passenger Revenues (millions)

■ Current Year Actuals

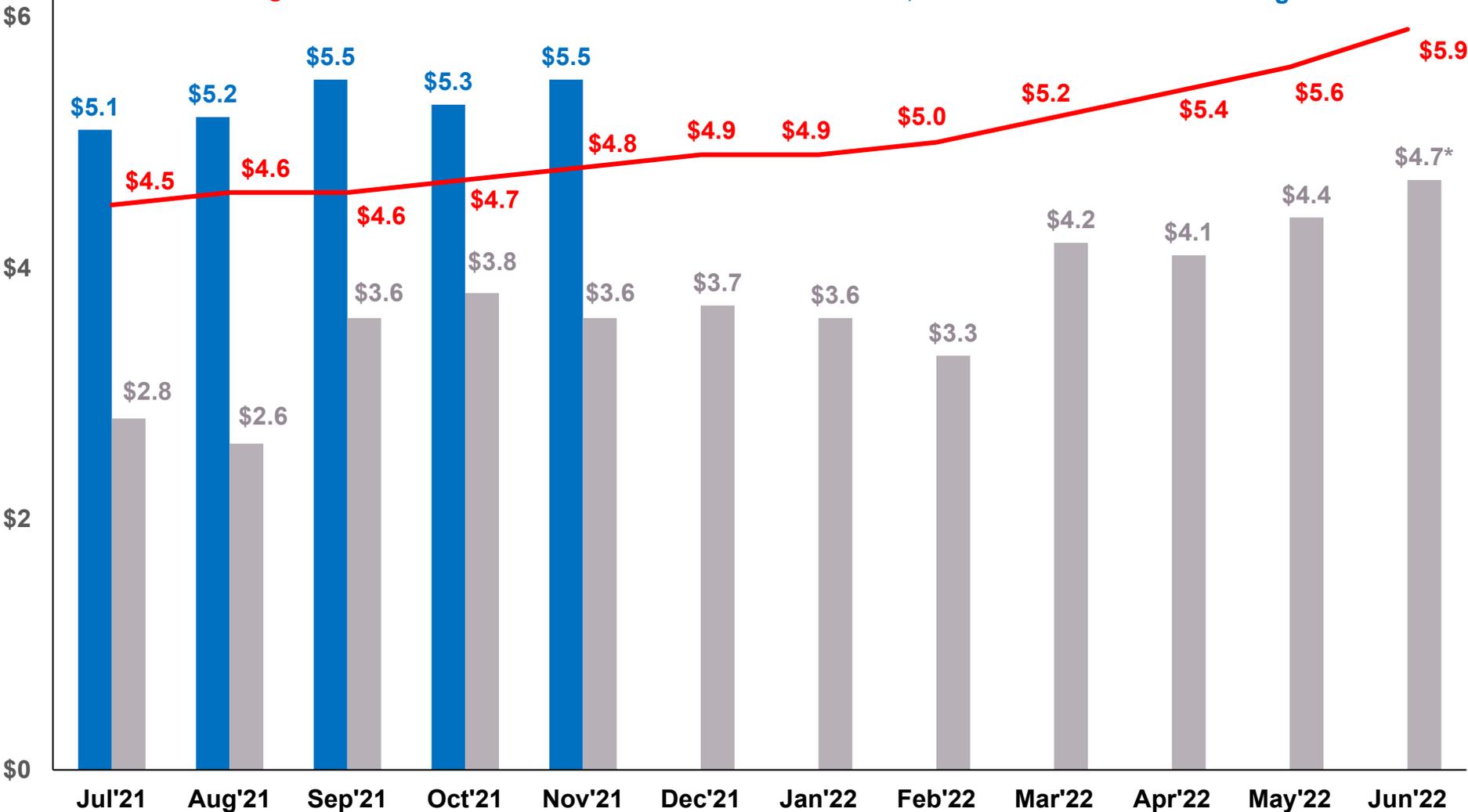
■ Prior Year Actuals

— Current Budget

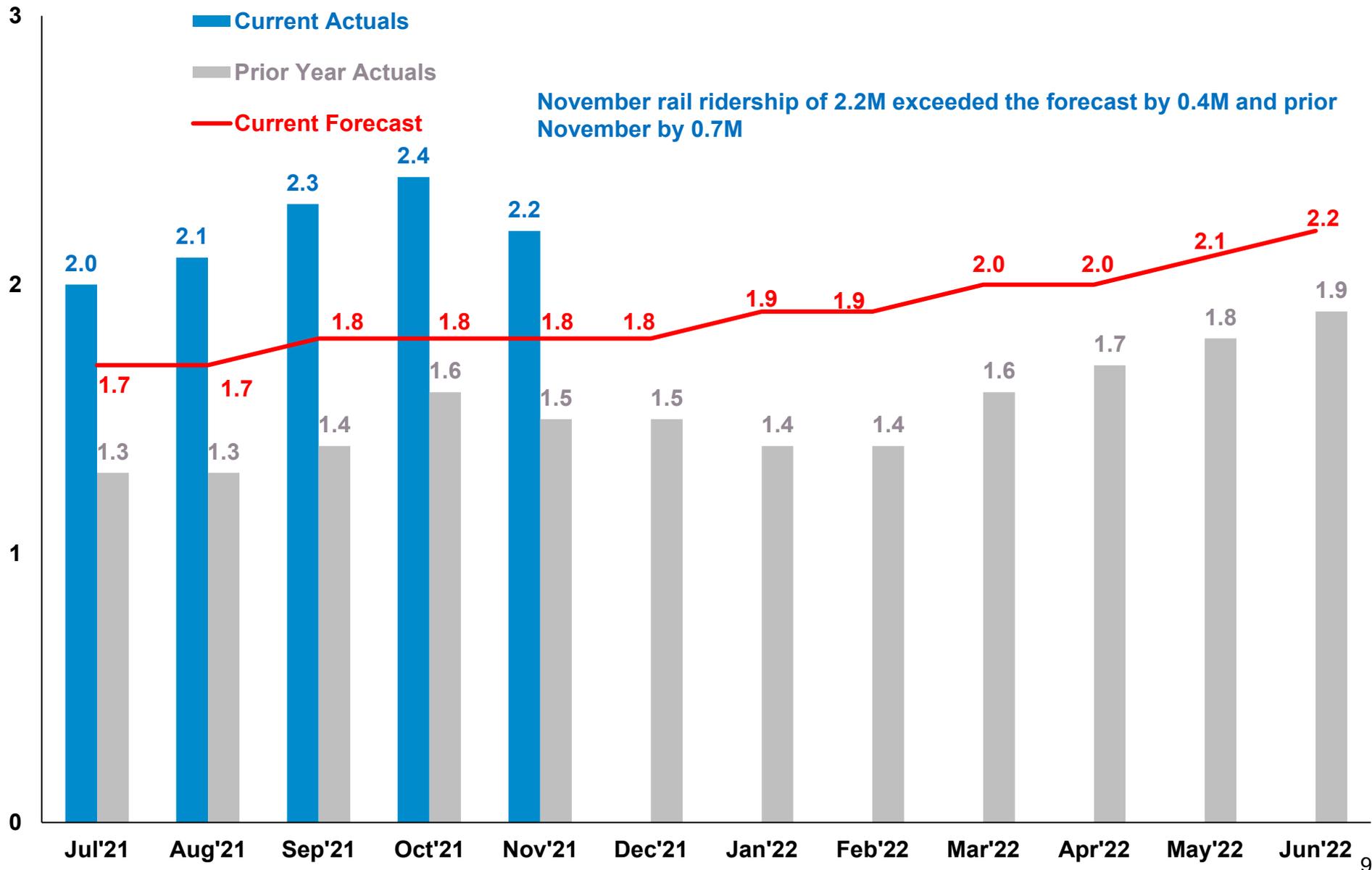
November Passenger Revenues exceeded budget by \$0.7M and prior year November by \$1.9M

- Passenger Revenues trend favorably since the low point in August 2020

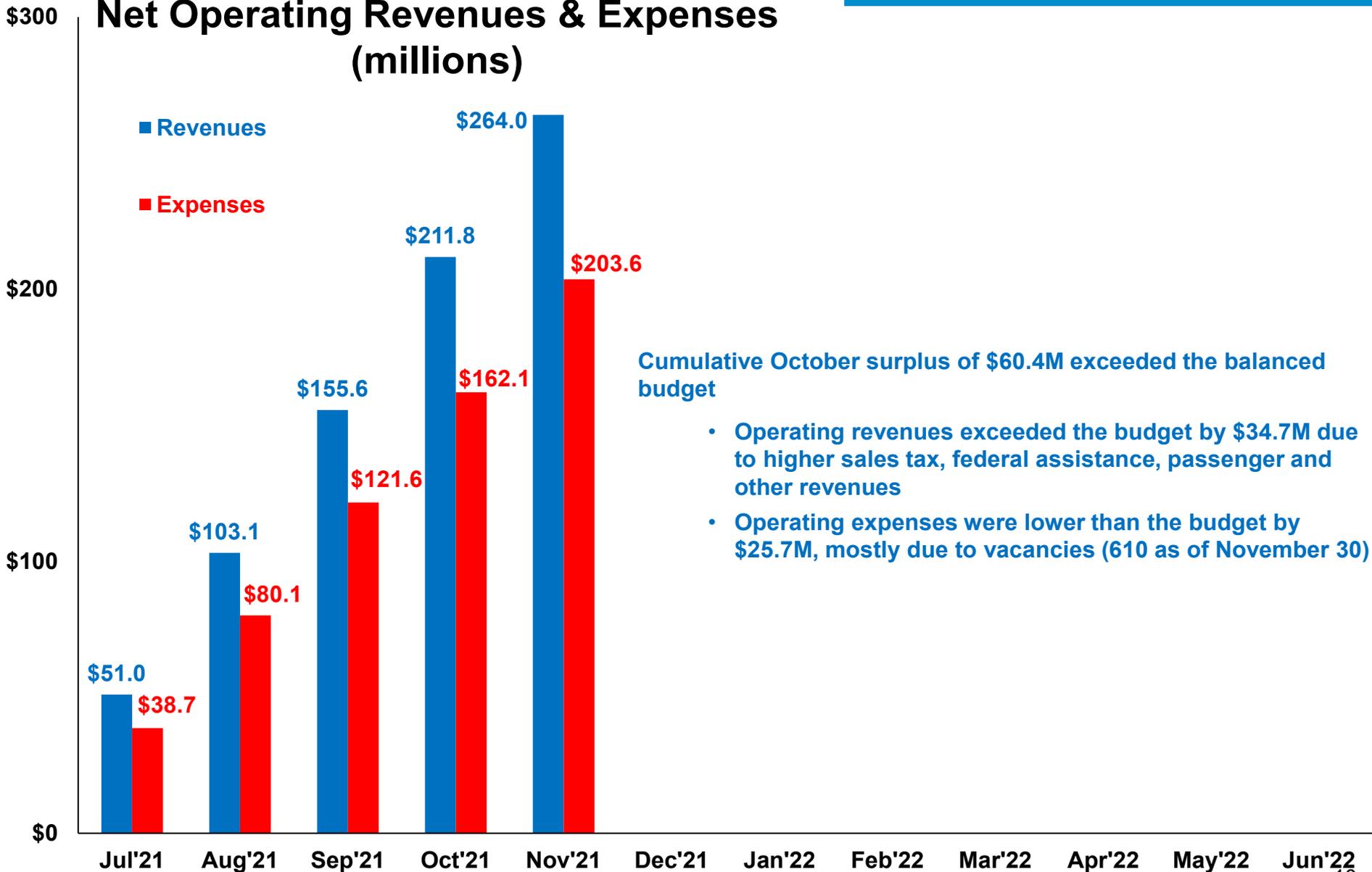
- June 2021 value\* does not include \$6.7M in deferred revenue recognition



# Rail Ridership (unlinked trips, millions)



# Cumulative Net Operating Revenues & Expenses (millions)





Thank You

