



**Topeka Metro**  
**Board of Director's Minutes**  
**May 22, 2020, 12:00 pm – 12:30 pm**

<b>MEMBER'S NAME</b>	<b>ORGANIZATION</b>	<b>PRESENT / ABSENT / EXCUSED</b>
Jim Ogle, Chair	Topeka Metro	Present via phone
Rodd Miller, Vice-Chair	Topeka Metro	Present via phone
Jim Daniel	Topeka Metro	Present via phone
Beverly Hall	Topeka Metro	Absent
Scott Tummons	Topeka Metro	Present via phone
Dr. Alan Bearman	Topeka Metro	Present via phone
Joseph Ledbetter	Topeka Metro	Present via phone

<b>Staff/Visitors</b>	<b>ORGANIZATION</b>	<b>PRESENT / ABSENT / EXCUSED</b>
Bob Nugent, General Manager	Topeka Metro	Present via phone
Denise Ensley, Chief Operations Officer	Topeka Metro	Absent
Chip Falldine, CFO	Topeka Metro	Present via phone
John Cassidy, General Counsel	Topeka Metro	Absent
Edwin Rothrock, Director of Planning	Topeka Metro	Present via phone
Keri Renner, Director of Marketing and Communications	Topeka Metro	Absent
Jared Culbertson, Director of Information Technology	Topeka Metro	Absent
Terri Miller, Director of Human Resources	Topeka Metro	Absent
Alan Parrish, Director of Maintenance & Facilities	Topeka Metro	Present via phone
Mike Spadafore, Director of Mobility Management	Topeka Metro	Absent
Brenda Vink-Wilson, Executive Assistant	Topeka Metro	Present via phone
Tom Baumgartner, Operations Supervisor	Topeka Metro	Present QSS

TOPIC	KEY DISCUSSION	RECOMMENDED ACTION / STATUS	PERSON RESPONSIBLE
<b>Call to Order</b>	Chair Ogle called the meeting to order at 12:00 pm.		Jim Ogle
<b>Fuel Lock</b>	<p>There was only one response for bid requests from HTP Energy. This did not meet Federal regulations to provide any price comparison among vendors or for Topeka Metro to make a decision to what would be considered a reasonable price procurement.</p> <p>It was noted that diesel prices for Nov. 25, 2019 were \$2.28 and Dec. 3, 2019 \$2.18 a gallon. HTP prices ranged from \$1.67 for 1-year lock in; \$1.88 for 2-year lock in; \$2.03 for 3-year lock in June 1, 2020-May 31, 2023.</p> <p>Mr. Parrish will ask the other vendors to see why they did not respond to the bid request by next week. One had responded it was too long to hold a price for two hours.</p> <p>Mr. Nugent will inquire from FTA whether others have had the same issue with a lack of responder to bid requests and if there are any exceptions to the one bid based on the COVID-19.</p> <p>Bid requests will be resubmitted, and the BOD will reconvene when they have more information.</p>		Bob Nugent
<b>Adjourn</b>	Chair Ogle adjourned the meeting at 12:15 pm.		Jim Ogle

Respectfully Submitted –

Brenda Wilson, Board Secretary