

TRC Meeting Minutes:

Date: 12/1/2022

Time: 10:00 AM

Location: DTI GRAND CENTRAL/WebEx -

<https://cabq.webex.com/cabq/j.php?MTID=m3d5bd5ccc449325cbe10169674fe5061>

Voting Members:	Person Representing (print name):
DTI – Director (Chair)	Brian Osterloh
DTI- Deputy Director for Infrastructure and Communications	VACANT
DTI – Deputy Director for Applications and Data	Mark Leech
DTI – Cybersecurity Officer	VACANT
Municipal Development	Jorge Gonzalez
Animal Welfare	Robert Henderson
APD	Anthony Ballo
AFR	
Planning	Tim Skelton
Solid Waste Management	John Fowler
Cultural Services	Oscar Montiel
Other Participants:	Person Representing (print name):
What	Agenda
Housekeeping:	
Call to Order	Brian Osterloh called the meeting to order at 10:00am
Roll Call	There was a quorum.
Approve of the Agendum:	Motion to Approve: Brian Osterloh 2nd: Mark Leech The motion carried unanimously
Review Minutes from Previous TRC Meeting:	From 10/6/2022 Motion to Approve: John Fowler 2nd : Jorge Gonzalez The motion carried unanimously
Routine Business:	None
Review TRC Requests:	Project Title Swiftly software - Rider Alerts and Service Adjustment modules for GTFS-RT feeds to apps 1. Description We are currently in a three year contract with Carahsoft for our Predictions module. This amount is a prorated amount starting in November 2022 for \$94,096.15. A one-time implementation fee of \$17,059.05 and a second year cost of \$100,680.96.

	<p>The PO for this startup service should be the 94096.15 plus 17059.05. That would basically merge this contract with our existing contract and subscriptions.</p> <p>2. Business Case / Justification Due to service cancellations, we need tools to disseminate this information to the public</p> <p>3. Maintenance, Training and Other Associated Costs The costs reflected on this request are all annual subscription costs</p> <p>4. Impact to City / Dept Resources Minimal human resources will be required. This is supplementing an already-existing subscription service</p> <p>Purchase Requisition Number I don't know the requisition number - it is being tracked through Transit's sharepoint PO Request system</p> <p>Motion to Approve and add Swiftly Software to Technology Commodities Standard: Brian Osterloh 2nd: Tim Skelton The motion carried unanimously.</p>
Review and Approval of Policies, Procedures & Standards:	None.
General Information:	
Total Time:	0:0:20:00