



NOTICE AND AGENDA OF PUBLIC MEETING AND POSSIBLE EXECUTIVE
SESSION OF THE BOARD OF DIRECTORS (BOD) OF THE NORTHERN ARIZONA
INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY

Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the Board of Directors (BOD) of the Northern Arizona Intergovernmental Public Transportation Authority (“Mountain Line”) and to the general public that the Board will hold a special session on:

Monday, June 29, 2026
1:30 p.m.
Mountain Line Ponderosa Room
216 W Phoenix Avenue
Flagstaff, AZ 86001

Unless otherwise noted, meetings held in the conference room are open to the public. This is a WEB BASED meeting. Members of the Board of Directors may attend in person, by internet conferencing, or by telephone. The public may observe and participate in the meeting at the address above.

The Board of Directors may vote to hold an executive session for the purpose of obtaining legal advice from Mountain Line’s attorney on any matter listed on the agenda pursuant to A.R.S. § 38-431.03(A). The executive session may be held at any time during the meeting. Executive sessions are not open to the public, pursuant to Arizona Open Meeting Law.

Pursuant to the Americans with Disabilities Act, persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting the Clerk of the Board of Directors at 928-679-8922 (TTY Service 800.367.8939). Requests should be made as early as possible to allow time to arrange the accommodation.

Public Comment Process

The Mountain Line Board of Directors welcomes public comments during meetings. Members of the public can comment on items not on the agenda under the general call to the public and on items on the agenda at the time the item is considered, in the agenda order. There are three ways to submit comments:

1. Written Comments: Members of the public can submit public comments by email up until 12:30 p.m. on the day of the meeting. Comments can be emailed to publiccomment@mountainline.az.gov and should reference if the comment is part of the general call to the public or in reference to a specific agenda item. Every email, if received by 12:30p.m. on the day of the meeting, will be entered into the official record.
2. Virtual Comments: Members of the public can join the meeting virtually to deliver public comments. Those wishing to attend virtually must email publiccomment@mountainline.az.gov by 12:30 p.m. on the day of the meeting with their name and agenda item for which they wish to provide comment. The Clerk of the Board will provide a link to access the meeting via Zoom and will introduce those giving public comments at the appropriate time in the agenda.





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- In-Person Comments: Members of the public can attend any Board meeting in-person and submit a speaker card to the Clerk of the Board.

The agenda for the meeting is as follows:

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- CALL TO ORDER
- ROLL CALL

EXECUTIVE SESSION

Executive sessions are closed to the public.

The Board will consider a motion to convene an executive session pursuant to A.R.S. § 38-431.03(A) for the following purpose:

- Discussions or consultations with Mountain Line’s legal counsel for legal advice and with legal counsel and designated representatives regarding the Kaspar construction contract with Kinney. ARS 38-431.03(A)(3), and (4).

Following the conclusion of the Executive Session, the Board will reconvene the public meeting.

DISCUSSION / ACTION ITEMS:

- REQUEST FOR PROPOSALS (RFP) 2024-100 KASPAR MAINTENANCE FACILITY CHANGE ORDER NO. 3 FOR WATERLINE RELOCATION COSTS AND CONSTRUCTION DELAY COSTS

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-Anne Dunno, Capital Development Manager

Staff recommend the Board of Directors authorize the Interim CEO and General Manager to execute Change Order No. 3 to GMP No. 1 in amount not to exceed \$794,900 for the waterline relocation costs and associated construction delay costs under Contract No. RFP 2024-100 for Kinney Construction.

ITEMS TO / FROM THE CEO AND BOARD OF DIRECTORS:

SCHEDULE FOR THE NEXT MEETING DATE AND IDENTIFY AGENDA ITEMS

August/September Working Agenda

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The next Board meeting will be held on Wednesday, August 19, 2026 and it will be a hybrid in-person and Zoom meeting based in Flagstaff in the Mountain Line Ponderosa Room, 216 W. Phoenix Ave., Flagstaff, AZ 86001 at 10am. The public is invited to attend. August agenda items may include but not be limited to the Personnel Policy Manual Update, Bus Stop Construction Job Order for Service Changes, Mountain

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Express Future Service, Operational Assessment Update, Delegation of Authority Update, Quarterly Scorecard Report, Human Resources (HR) Assessment Tool Update, Five Year Tech Plan, Workforce Housing Update, Organizational Structure and Compensation Plan Financial Analysis, Annual Safety Report, Annual Fleet Maintenance Report, Annual Facilities Maintenance Report, and Bus Stop Rehabilitation Report. The August agenda will be available for review on Mountain Line's website and at Mountain Line's public posting places (listed on the Mountain Line website) at least 24 hours prior to the meeting and should be consulted for a list of items that will come before the Board.

4. ADJOURNMENT

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DATE PREPARED: June 23, 2026

MEETING DATE: June 29, 2026

TO: Honorable Chair and Members of the Board

FROM: Anne Dunno, Capital Development Manager

SUBJECT: Request for Proposals (RFP) 2024-100 Kaspar Maintenance Facility Change Order No. 3 for waterline relocation costs and construction delay costs

RECOMMENDATION:

Staff recommend the Board of Directors authorize the Interim CEO and General Manager to execute Change Order No. 3 to GMP No. 1 in amount not to exceed \$794,900 for the waterline relocation costs and associated construction delay costs under Contract No. RFP 2024-100 for Kinney Construction.

RELATED STRATEGIC PLAN SUCCESS OUTCOMES

- ❖ Service Excellence

BACKGROUND:

RFP 2024-100 Kaspar Maintenance Facility CMAR Change Order No. 3 in the amount not to exceed \$794,900 is for costs associated with a City of Flagstaff waterline relocation and possible associated construction delay costs. Due to a misalignment with the architectural and civil project plans, the maintenance facility building needed to shift approximately 3 feet to the west. The building shift resulted in the new layout encroaching into the 10-foot requirement for a City of Flagstaff waterline. This particular waterline is from 1961, so there is high risk in conducting construction activities within that 10-foot requirement.

Mountain Line is working with all parties involved on a solution to replace and relocate the existing waterline to the west while minimizing impacts on the project and to adjacent businesses. Mountain Line and the City of Flagstaff are in alignment on a resolution, and the civil engineer is working on a detailed design that will be submitted to the City of Flagstaff for review and permitting. The Arizona Department of Environmental Quality (ADEQ) also needs to review and provide approval.

When a final design is approved, Kinney Construction will finalize pricing for the replacement and relocation of the waterline and any associated project delays due to this issue. The not to exceed amount in this change order is based on a Rough Order of Magnitude (ROM) cost projection and an \$11,350/day estimated cost to the project if work is stopped (based on previous work shutdown due to a separate



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issue). This estimate is a worst-case scenario to ensure we have adequate resources to avoid a work stoppage.

Change Order No. 3 for the waterline relocation costs and associated construction delay costs may modify the critical path for the master GMP schedule, and Staff will bring that information to the Board when it is available.

FISCAL IMPACT:

The Change Order will be funded by FTA FY2023 Low or No Emissions (LoNo) 5339 Grant, obligated as grant AZ 2026-001, valued at \$20,447,500 (\$16,358,000 federal/\$4,089,500 local). When final costs are available, Mountain Line Staff will determine if it can be accommodated within the owner contingency of the grant budget. If the amount exceeds the available grant funds, Staff will develop a funding gap plan, including value engineering and potentially applying for new funding, to ensure the project can continue moving forward.

ALTERNATIVES:

1. Authorize the Interim CEO and General Manager to execute Change Order No. 3 to GMP No. 1 in amount of \$794,900 for the waterline relocation costs and associated construction delay costs under Contract No. RFP 2024-100 for Kinney Construction. **(recommended):** Approval will facilitate continuation of the project and avoid procurement-related construction delays while the Board is on recess.
2. Do not authorize the Interim CEO and General Manager to execute Change Order No. 3 to GMP No. 1 in amount of \$794,900 for the waterline relocation costs and associated construction delay costs under Contract No. RFP 2024-100 for Kinney Construction. **(not recommended):** Without authorization to execute the change order, Mountain Line risks further project delays and increased costs.

SUBMITTED BY:

Anne Dunno
Capital Development Manager

APPROVED BY:

Jacki Lenners
Deputy General Manager

ATTACHMENTS:

None.



August: TAC Meeting is Thurs, 8/6 Board Meeting is Wed, 8/19

ITEMS:	WHO & WHAT:
Safety Minute	Sam S
Possible Executive Session – CEO Evaluation Results/Contract and Possible Action Item	HR/TransPro - D
Personnel Policy Manual Update	Sam S - C
Bus Stop Construction Job Order for Service Changes	Anne - D/A
Mountain Express Future Service	Bizzy - D/A
Operational Assessment Update	Bizzy - D
Delegation of Authority Update – Grants and Agreements	Heather H - D
Quarterly Scorecard Report	Bizzy - D
HR Assessment Tool Update	Sam S - D
5 Year Tech Plan	Jon - D
Workforce Housing Update	Jacki/Heather D-D
Org Structure and Comp Plan Financial Analysis (maybe e-session)	Kate/Megan - D
Annual Safety Report	Sam S - PR
Annual Fleet Maintenance Report	Marc P - PR
Annual Facilities Maintenance Report	Marc P - PR
Bus Stop Rehabilitation Report	Marc P - PR
Milestone Anniversaries	Heather D
Current Events	Heather D
Updates To/From Board and CEO	
September/October Working Agenda	

September: No TAC Meeting Board Meeting is Wed, 9/16

ITEMS:	WHO & WHAT:
Safety Minute	Sam S
Mountain Line Annual Report	Bizzy - D/A
Clean Air Consortium	Bizzy - D/A
Year End Scorecard Report	Bizzy - D
Operational Assessment Update	Bizzy - D
Milestone Anniversaries	Heather D
Current Events	Heather D
Updates To/From Board and CEO	
October/November Working Agenda	

C = Consent, D/A = Discussion/Action, D = Discussion, PR = Progress Report