



**Jointly Held
Finance/Personnel and Planning Committees
Meeting Minutes**

March 21, 2023

Members Present: Sharon Howard, Chair
John A. Lumpkin
Al Fullenkamp
Sharon Hairston
Adrienne Heard
David P. Williamson

Excused: Belinda Matthews-Stenson
Nikol Miller
Thomas Weckesser

Staff in Attendance: Bob Ruzinsky
Daron Brown
Chris Conard, Coolidge Wall
Deborah Howard
Brandon Policicchio

Ms. Howard called the meeting to order at 8:33 a.m. and roll call was taken:

Roll Call

Mr. Lumpkin -	Yes
Mr. Fullenkamp -	Yes
Ms. Hairston -	Yes
Ms. Heard -	Yes
Ms. Howard -	Yes
Ms. Matthews-Stenson -	Excused
Ms. Miller -	Excused
Mr. Weckesser -	Excused
Mr. Williamson -	Yes

A quorum was present, and proper notice of the meeting had been given.

Approval of February 21, 2023, Jointly Held Finance/Personnel and Planning Committees Meeting Minutes

Ms. Howard asked if attendees request a reading of the minutes or have corrections to the minutes. There were no requests or corrections.

MOTION made by Mr. Lumpkin and SECONDED by Ms. Hairston to APPROVE the February 21, 2023, Jointly Held Finance/Personnel and Planning Committees meeting minutes.

The Motion was APPROVED by voice vote 6-0.

April 2023 Board Action Items

Action Item #2 – Bus Garage Post Tensioned Floor Repair

Mr. Brown stated that the purpose of this procurement is for Greater Dayton Regional Transit Authority (RTA) to contract with a specialty contractor for Bus Garage Post Tensioned Floor Repair. This project will include structural concrete repairs in the bus garage and employee parking garage. The contractor will be allowed full access to the garages. This project is consistent with RTA’s core values of Safety and Stewardship as RTA demonstrates its commitment to maintain our facilities in a state of good repair and our commitment to safety as a priority.

The intent of this procurement is to secure a contractor to perform the above-described work. A Two-Step procurement was used, which is a combination of competitive procedures.

Under Step One, proposals were solicited for contractor services through the Dayton Daily News, Dayton Weekly News, and Transit Talent. Requests for Proposals were sent to 12 firms.

Step One identified the firms qualified to bid competitively on the project. Four (4) firms submitted technical proposals without pricing, and after the evaluation process, two (2) were considered qualified to participate. Under Step Two, Invitations to Bid were sent to the two (2) qualified firms.

As a result, at 2:00 p.m. on February 13, 2023, a total of two (2) bids were received and publicly opened. The results were as follows:

Vendor	Total Construction Cost
CPS Construction Group, Inc. Cranberry, PA	\$107,640
Lithko Restoration Technologies, LLC Monroe, OH	\$110,747

This procurement will be funded with Federal funds.

MOTION made by Ms. Hairston and SECONDED by Mr. Fullenkamp that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees AWARD to CPS Construction Group, Inc. for Bus Garage Post Tensioned Floor Repair in the amount of \$107,640 plus a 20% contingency of \$21,528 for any unknowns that may arise during the repair process for a total award of up to \$129,168.

The MOTION was APPROVED by voice vote 6-0.

Customer and Business Development Update

Mr. Policicchio stated the Customer and Business Development Department update was provided in today’s meeting packet. Mr. Policicchio provided updates on ridership, upcoming service changes, and the current state of passenger fares.

Investments

Mr. Ruzinsky provided an update and held a general discussion on RTA's policy related investments.

Small Purchasing Information

Ms. Deborah Howard stated the Small Purchasing Information was included in today's meeting packet. There were no questions regarding small purchases.

Next Meeting

The upcoming jointly held Finance/Personnel and Planning Committees meetings will be held on April 18, 2023, and May 16, 2023.

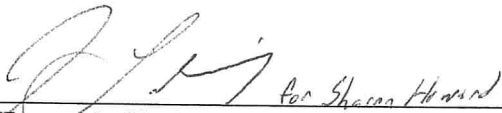
Adjournment

MOTION was made by Mr. Lumpkin and SECONDED by Mr. Williamson to adjourn the meeting.

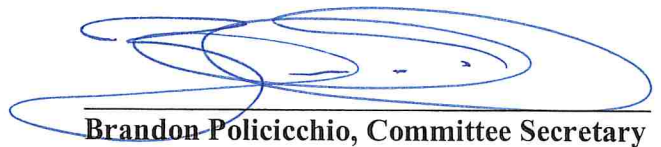
The MOTION was APPROVED 6-0.

Ms. Howard adjourned the meeting at 9:35 a.m.

ATTEST



Sharon Howard, Chair



Brandon Policicchio, Committee Secretary