

Minutes

Greater Dayton RTA Board of Trustees Public Board Meeting

June 20, 2017

- Trustees: Adrienne L. Heard, President
Vince Corrado
John Lumpkin
Thomas Weckesser
David P. Williamson
- Excused: Sharon Hairston, Vice President
Franz Hoge
Sharon D. Howard
- Staff: Mark Donaghy, Chief Executive Officer
Chris Cole, Chief Operating Officer
Cathy Garner, Sr. Executive Administrative Assistant
Nikol Miller, Manager, Community Relations
Brandon Policicchio, Chief Customer and Business Development Officer
Gene Rhodes, Chief Performance Management Officer
Bob Ruzinsky, Chief Capital Officer
Mary Stanforth, Chief Financial Officer
Jonathan Hollingsworth, Hollingsworth & Washington, LLC
- Others: Interested citizens (see attached sheet)

Call Meeting to Order

Ms. Heard called the meeting to order at 8:30 a.m. A quorum was present and proper notice of the meeting had been given.

PLEDGE OF ALLEGIANCE

Ms. Heard led attendees in reciting the Pledge of Allegiance.

ROLL CALL

Roll call was taken:

Mr. Corrado	Yes	Ms. Howard	Excused
Ms. Hairston	Excused	Mr. Lumpkin	Yes
Ms. Heard	Yes	Mr. Weckesser	Yes
Mr. Hoge	Excused	Mr. Williamson	Yes

APPROVAL OF CONSENT AGENDA

Ms. Heard stated Greater Dayton RTA (RTA) By-Laws require Board approval of today’s Meeting Agenda. Ms. Heard explained the Agenda was mailed in advance.

MOTION MADE by Mr. Lumpkin and SECONDED by Mr. Corrado to APPROVE today’s Board Meeting Agenda as presented.

MOTION CARRIED by voice vote.

Ayes: Five

Nays: None

APPROVAL OF JUNE 6, 2017 BOARD MEETING MINUTES

Ms. Heard asked if anyone desired a reading of the minutes or if there were any corrections to the minutes? Upon hearing no requests or corrections, Ms. Heard declared ACCEPTANCE of the June 6, 2017 Board Meeting Minutes.

FINANCE/PERSONNEL COMMITTEE REPORT (JOHN LUMPKIN)

Mr. Lumpkin stated the Finance/Personnel Committee is recommending three (3) Action Items today for approval by the Board of Trustees.

ACTION ITEM #2 – STRUCTURAL ENGINEERING PROFESSIONAL SERVICES

Mr. Lumpkin then turned the microphone over to Mr. Daron Brown, Chief Maintenance Officer. Mr. Brown will be presenting this Action Item for the Board’s consideration.

Mr. Brown stated the purpose of this procurement is to contract with a Structural Engineering firm for an evaluation of the Post Tension Bus Garage Floor located at 600 Longworth Street. This proposal is for the Engineer’s assessment, construction documents, and construction

oversight of the bus garage floor and the associated employee parking garage ceiling. The Engineer will be required to develop an Engineer's Scope of Work to make and manage the necessary repairs. This project is consistent with RTA's core values of Stewardship, managing resources efficiently and responsibly.

MOTION MADE by Mr. Lumpkin and SECONDED by Mr. Corrado to AWARD a contract to Carl Walker in the estimated amount of \$90,000 plus \$10,000 for contingencies for an evaluation of the Post Tension Bus Garage Floor located at 600 Longworth Street. This procurement will be funded with Federal grant funds.

MOTION CARRIED by voice vote.

Ayes: Five

Nays: None

Mr. Corrado commented that he felt all three firms were good firms and that they understand post tension flooring. Mr. Corrado asked if the firm was only going to conduct a design evaluation at this time?

Mr. Brown stated yes, however, there is evidence that indicates there is physical damage to the structure. The post tension cables are the problem and the issue would be to determine how many have failed or are at risk to fail. This means that there are many unknowns concerning this project. Exactly what needs to be done will not be known until the Engineer performs the evaluation. Based on what the Engineer could determine, they have estimated 607 hours for three (3) phases to include Design Development, Construction Documents and Bidding and Construction Administration. There will also be reimbursable expenses and Sub Consultant costs.

The RTA will bring a construction contract to the Board of Trustees for approval in a few months. It is intended to have a maintenance program tied to the construction contract where the floor will be examined annually. It is anticipated that the Engineers will complete the three (3) phases during 2018 but in order to ensure the construction contractor works in accordance with the Engineer's recommended maintenance plan, RTA would keep the engineering team for warranty contract oversight throughout the warranty period. Without the engineer's oversight, the contractor

could not do what is necessary to maintain the floor for the full time period. Starting in March 2019, the Engineer's hourly rate will increase based on the annual increases in the Consumer Price Index up to a maximum rate cap of 3%.

Mr. Williamson asked what the useful life of the structure is and will this fix the overall issue or will this act as a "band-aid" for a period of time?

Mr. Corrado stated that he didn't feel this would be a "band-aid" at all. Both Mr. Corrado and Mr. Williamson agreed this was a good idea to proceed with the findings and see what the firm discovers.

ACTION ITEM #3 – FLEET GASOLINE PURCHASING AND REPORT PROGRAM

Mr. Lumpkin stated that Mr. Brown would also be presenting this Action Item.

Mr. Brown stated the purpose of this procurement is to contract with a firm to provide a Fleet Gasoline Purchasing and Reporting Program to allow the Greater Dayton RTA to purchase unleaded fuel for the 75 recently purchased Eldorado Para-transit vehicles. These vehicles will be fueled by the operator during one of their final trips of the day. RTA's non-revenue unleaded fuel vehicles can also be fueled off-site using this program. The older para-transit vehicles using diesel will be fueled at 600 Longworth.

Now that the Para-transit vehicles require unleaded fuel, the two (2) 2,000 gallon tanks at 600 Longworth are not able to handle the increased usage due to limited tank capacity. This procurement is brought before the Board at this time to resolve this capacity challenge. This contract supports RTA's overall mission and core value of Quality Service by having vehicles ready on a daily basis to meet our customer's travel needs. This contract includes a per gallon discount that increases based on usage. This supports our core value of Stewardship.

MOTION MADE by Mr. Lumpkin and SECONDED by Mr. Weckesser to AWARD a CONTRACT to WEX Incorporated for the Fleet Gasoline Purchasing and Reporting Program for a two (2) year period not to exceed \$1,292,642. The actual award amount may vary due to the

fluctuation of fuel prices over the contract period. This procurement will be funded with Local funds.

MOTION CARRIED by voice vote.

Ayes: Five

Nays: None

Ms. Heard commented that since she sees the discounted amount varies by the gallons used per month does RTA pay the full amount up front and then receives the discount at the end of the month?

Mr. Brown stated yes, that is how the program works.

Mr. Williamson stated that it was his understanding that the vehicles will go to a Speedway Service Station and gas up, is that correct?

Mr. Brown replied yes there are two ways that this process will occur. The first is that each vehicle will have its own unique fuel card locked inside the vehicle. Upon arriving to purchase gas the driver would unlock the box, using their I.D., they would register the vehicle by also logging the vehicle number and the mileage at the time of purchase.

Nothing but fuel may be purchased on the fuel card. Mr. Brown stated that all of this information will be reported to RTA on a monthly basis.

Mr. Corrado asked does RTA pay \$2.33 cents even if the price is \$1.98 cents a gallon at the pump?

Mr. Brown replied RTA would pay whatever the price is at the pump.

ACTION ITEM #4 – LONG-TERM DISABILITY INSURANCE

Mr. Lumpkin stated Ms. Mary Stanforth would be presenting this Action Item today for the Board's consideration. Mr. Lumpkin then turned the microphone over to Ms. Stanforth.

Ms. Stanforth stated the purpose of this procurement is to obtain coverage for Long-Term Disability Insurance (LTD) for full-time non-union employees, full-time hourly employees represented by the American Federation of

State, County and Municipal Employees (AFSCME) and full-time employees represented by the Amalgamated Transit Union (ATU).

The LTD coverage provides a minimum benefit of \$50 up to a maximum benefit of \$5,000 per month to all eligible full-time employees. This LTD coverage is contributory and is an optional benefit. Employees choosing this benefit will contribute forty percent (40%) of the monthly premium cost. The successful contractor(s) are responsible for providing plan documents and all necessary communication materials; providing all administrative materials and supplies; processing all claims; and providing claims reports.

MOTION MADE by Mr. Lumpkin and SECONDED by Mr. Williamson to AWARD a CONTRACT to Lincoln National Life Insurance Company for a two (2) year period for Long Term Disability Insurance for an estimated total of \$715,776. Annualized estimates are based on the census at time of Request for Proposal release. This procurement will be funded with Local funds.

Ayes: Five

Nays: None

Mr. Lumpkin asked for confirmation on that this contract locks RTA in for a 2-year period?

Ms. Stanforth replied yes, that is correct. The rate is fixed.

Mr. Williamson stated that his problem is the same each time we deal with any insurance procurement. While locking in this rate is something that RTA has to do it is upsetting that in two (2) years it will have to be revisited and we pretty much know that the cost will increase significantly. Mr. Williamson asked what if RTA locked in the rate for 5-years verses 2-years?

Ms. Stanforth replied that Lincoln National Life Insurance Company is not offering anything beyond a 2-year period because it is too risky for them.

Mr. Donaghy commented to Mr. Williamson that this is a target area for RTA. Under the Ohio Public Employee Retirement System there is a disability retirement option for a person being off work for five years or more. Mr.

Donaghy stated in this case we are really talking about a population with five years or less in the system and it is clear that in recent years there has been a spike in this area creating a hardship for RTA. Mr. Donaghy stated that in some cases a person has been able to collect disability insurance from this particular policy and from PERS. This is another ATU collective bargaining issue.

Mr. Lumpkin asked with the insurance market always changing is there any “out” for RTA should there be a new product and or service that comes on the market within the next two years that could help incur some savings in this area?

Ms. Stanforth replied, yes and typically that is part of RTA’s procurement strategy to seek alternative options if the opportunity presents itself. RTA has the right to give notice to cancel a contract.

DISCUSSION ITEMS TO MENTION

Mr. Lumpkin stated the March 2017 Sales Tax Report and May 2017 Financial Statements are included in today’s Board Package.

PLANNING COMMITTEE REPORT (ADRIENNE HEARD)

Ms. Heard stated the Planning Committee is recommending two (2) Action Items today for approval by the Board of Trustees. Ms. Heard stated Mr. Brandon Policicchio will be presenting both of the Action Items today. Ms. Heard then turned the microphone over to Mr. Policicchio.

ACTION ITEM #5 – ALTERNATIVE TRANSIT PROVIDERS

Mr. Policicchio stated the purpose of this procurement is to select qualified transit providers to provide assistance when needed in the delivery of ADA-compliant (Americans with Disabilities Act) paratransit and demand-response service. ADA paratransit service requires door-to-door driver assistance.

RTA offers three (3) types of paratransit service trips:

- Subscription Trips: Trips that occur regularly such as a passenger traveling to/from dialysis appointments on the same days and times each week. Once scheduled,

subscription trips are automatically rescheduled unless RTA is notified of a cancellation or change.

- Casual Trips: Trips that occur infrequently at different times or from different locations. Casual reservations must be booked by the passenger 24 hours to 7 days in advance.
- On Demand Trips: Trips that are requested for same day service.

The transit providers will represent the RTA and must meet performance measures for ADA service as defined by the Federal Transit Administration and RTA. Measures include, but are not limited to, on-time performance, missed trips, trip lengths, and complaint monitoring.

MOTION MADE by Mr. Lumpkin and SECONDED by Mr. Weckesser to AWARD a CONTRACT to Anton's Cab Service, LLC and Dayton Fast Cab, LLC at an estimated total aggregate cost of \$200,000 per year, for a total estimated aggregate cost not to exceed \$1,000,000 over a five year period. Funds will be divided as needed between the two providers.

MOTION CARRIED by voice vote.

Ayes: Five

Nays: None

ACTION ITEM #6 – FARE COLLECTION CONSULTANT

Mr. Policicchio stated the purpose of this procurement is to select a Fare Collection Consulting firm to help review RTA's current fare collection equipment and processes and help develop a strategy and plan for upgrading the equipment and processes. This strategy will include consultation on current and potential future technologies that are emerging, not only in the transportation industry, but in other retail industries. The resulting objective would be developing a plan that will lay out a futureproofing strategy. Some, but not all, example tasks which may be requested are:

1. Review current fare policies and suggest updates that would enhance fare collection.
2. Develop an overarching strategy for upgrade and/or replacement of existing fare collection equipment

including vendor integration hierarchy guidelines and potential near-term and longer-term technology possibilities.

3. Develop a multi-step plan for next steps including potential assistance with developing a scope of work and requirements for Requests for Proposals and assistance with technical inquiries during the procurement process.
4. Project Management for implementation of contract(s) that may be awarded.

When RTA identifies a project task, the Consulting Firm will be requested to submit a proposal for the task at the contracted hourly rates. RTA will retain the right not to use the firm if an agreement on the proposal cannot be reached.

MOTION MADE by Mr. Weckesser and SECONDED by Mr. Lumpkin to AWARD a CONTRACT to IBI Group for two years with a one-year option at a not to exceed total of \$80,000. This procurement will be funded with operating funds.

MOTION CARRIED by voice vote.

Ayes: Five

Nays: None

Mr. Williamson asked how often does RTA go out and seek professional consulting services for this type of work?

Mr. Donaghy replied to his knowledge there have been three (3) different procurements during his time at RTA. Mr. Donaghy stated on one instance there was the analysis of all RTA facilities, then there was the I.T. procurement and now this one.

DISCUSSION ITEMS TO MENTION

Ms. Heard stated a summary document of recent activities in the Customer and Business Development Department are included in today's Board Package.

CHIEF EXECUTIVE OFFICER'S (CEO) REPORT

Mr. Donaghy stated he had a few informational items to share today. Mr. Donaghy continued that last week he and Mr. Policicchio made a presentations to the Montgomery County Board of Commissioners at their work session

regarding the new RTA Pilot Mobility Partnership and Sinclair Community College Semester Pass Pilot Program. Mr. Donaghy stated that the Commissioners were quite pleased to learn about these programs.

Mr. Donaghy stated that he, among other colleagues in the business, are becoming more nervous about Ohio's Budget Bill. Mr. Donaghy stated that it is ten days away from being passed and constituents have yet to see definitive proof of a fix for the Montgomery County sales tax issue.

Mr. Donaghy stated that RTA continues to have some issues with regards to the open carry gun law. Mr. Donaghy communicated that the Board was made aware of an incident that occurred over this past weekend. Mr. Donaghy commented that over the weekend Staff encountered a minor hiccup with the Amalgamated Transit Union's interpretation regarding the open carry law. Mr. Donaghy stated that Management will be meeting with the ATU later this week on RTA's health care related matters and will plan to at that time address RTA's position regarding the open carry matter. Mr. Donaghy will continue to keep everyone posted on any further updates as they occur.

Mr. Donaghy congratulated both Mr. Chris Cole who was recently promoted as Chief Operating Officer and Mr. Daron Brown who was promoted to Chief Maintenance Officer.

OLD BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENT

None

**BOARD MEMBER COMMENTS
- ANNOUNCEMENTS**

Ms. Heard commented that in the Dayton Weekly Newspaper, there was an impressive article about Mr.

