



Greater Dayton RTA

Board of Trustees Meeting Packet

*This meeting is being conducted in accordance with House Bill 51,
which remains in effect until June 30, 2022*

*Due to matters surrounding COVID-19, the meeting will
be conducted remotely by teleconference and/or videoconference*

Phone number: +1 312 626 6799 or 1-888-788-0099 (toll free)

Meeting ID: 871 5824 9971

Participant ID: there is no ID, simply press # when prompted

Meeting passcode: 484018

To join via Zoom:

<https://greaterdaytonrta-org.zoom.us/j/87158249971?pwd=bC9ERzgrZENjTTliMWF4ZlU5Q3o2dz09>

Meeting ID: 871 5824 9971

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RTA Board of Trustees Meeting - Tuesday, April 5, 2022 – 3:00 p.m.

Interpreters for hearing impaired individuals are available upon request. Requests should be made at least 5 days prior to the date of the meeting. For more information, contact 425-8392 (Voice) or 425-8384 (TDD).

Greater Dayton RTA Board of Trustees Packet

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AGENDA

NEXT SECTION



AGENDA

Greater Dayton RTA Board of Trustees Public Board Meeting

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Tuesday, April 5, 2022 – 3 p.m.

- | | |
|--|---------------------------------|
| 1. Call to Order | David P. Williamson |
| 2. Pledge of Allegiance | David P. Williamson |
| 3. Roll Call | Mary K. Stanforth |
| 4. Approval of Consent Agenda | David P. Williamson |
| 5. Approval of March 1, 2022 Board Meeting Minutes | David P. Williamson |
| 6. Committees Reports | |
| <u>Finance/Personnel Committee</u> | Belinda Matthews-Stenson |
| Action Item #2 – Janitorial Services | |
| Action Item #3 – Engine Parts | |
| Report | |
| <u>Planning Committee</u> | Sharon Howard |
| Action Item #4 – Office 365 | |
| Report | |
| 7. Chief Executive Officer's Report | Bob Ruzinsky |

Greater Dayton RTA Board of Trustees – April 5, 2022

- | | |
|--|----------------------------|
| 8. Old Business | David P. Williamson |
| 9. New Business | David P. Williamson |
| 10. Public Comment | David P. Williamson |
| 11. Board Member Comments - Announcements | Board Members |
| 12. Request for Executive Session – <i>as needed</i> | David P. Williamson |
| Reconvene to Regular Session | |
| 13. Adjourn | David P. Williamson |

Suggested Next Meetings

Board Meetings

- | | |
|--------------|--|
| May 3, 2022 | 3 p.m. |
| June 7, 2022 | 3 p.m. |
| July 5, 2022 | 3 p.m. (Optional – Meeting May be Cancelled) |

Committee Meetings

- | | |
|----------------|---|
| April 19, 2022 | Jointly Held Finance/Personnel & Planning- 8:30 a.m. |
| April 21, 2022 | Investment Advisory- 11:45 a.m. |
| May 17, 2022 | Jointly Held Finance/Personnel & Planning- 8:30 a.m. |
| June 21, 2022 | Jointly Held Finance/Personnel & Planning- 8:30 a.m.
(Optional – Meeting May be Cancelled) |

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APPROVAL OF MINUTES

NEXT SECTION



Minutes

Greater Dayton RTA Board of Trustees Public Board Meeting

March 1, 2022

Trustees: David P. Williamson, President
John A. Lumpkin, Jr., Vice President
Al Fullenkamp
Sharon E. Hairston
Adrienne L. Heard
Sharon D. Howard
Belinda Matthews-Stenson
Thomas Weckesser

Excused: Vince Corrado

Staff: Bob Ruzinsky, Chief Executive Officer
Daron Brown, Chief Maintenance Officer
Roland Caldwell, Chief Transportation Officer
Christopher Conard, Coolidge Wall, Co., LPA
Cathy Garner, Senior Executive Administrative Assistant
Brandon Policicchio, Chief Customer & Business Development Officer
Mary Kay Stanforth, Chief Financial Officer

Others: See attached attendance sheet

Call Meeting to Order

Mr. Williamson called the meeting to order at 3:00 p.m. A quorum was present and proper notice of the meeting had been given. Mr. Williamson stated today's meeting is being conducted in accordance with House Bill 51, which will remain in effect until June 30, 2022. Due to matters surrounding COVID-19, the meeting will be conducted remotely by teleconference and/or videoconference.

PLEDGE OF ALLEGIANCE

Mr. Williamson led attendees in reciting the Pledge of Allegiance.

ROLL CALL

Roll call was taken:

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

APPROVAL OF CONSENT AGENDA

Mr. Williamson stated Greater Dayton Regional Transit Authority (RTA) By-Laws require Board Trustees approval of today's Board Meeting Agenda. Mr. Williamson stated the Board Agenda was mailed in advance, and asked if there are changes to the Agenda? Upon hearing no requests or corrections, Mr. Williamson DECLARED ACCEPTANCE of today's Board Meeting Agenda.

APPROVAL OF DECEMBER 7, 2021 MEETING MINUTES

Mr. Williamson asked if anyone requests a reading of the minutes or if there are corrections to the minutes?

Upon hearing no corrections to the minutes Mr. Williamson DECLARED APPROVAL of the December 7, 2021 Board Meeting Minutes.

FINANCE/PERSONNEL COMMITTEE REPORT (BELINDA MATTHEWS-STENSON)

Ms. Matthews-Stenson stated the Finance/Personnel and Planning Committees held a meeting on February 15, 2022 and as a result the Finance/Personnel Committee is recommending three (3) Action Items for the Board's consideration.

ACTION ITEM #2 – RADIO USER FEES

Ms. Matthews-Stenson stated this request relates to the payment of monthly radio charges to the Department of Administrative Services for the State of Ohio. This service is necessary for RTA's fleet to have radio services while operating the buses. The service ensures radio communication between Dispatch, Operators, Supervisors, and Staff. This procurement is sole source, and RTA must pay monthly service to be included in the Ohio Marcs P25

800 Megahertz (MHz) Digital System. The system is the federal standard that allows interoperability between federal, state, and local public agencies so they may communicate in emergency situations. Radio User Fees support RTA’s core value of Safety for our customers. This procurement will be funded with operating funds.

MOTION MADE by Ms. Matthews-Stenson and SECONDED by Ms. Heard to APPROVE a contract AWARD to the Department of Administrative Services for the State of Ohio for Radio User Fees for a total of up to \$71,700 for a six-month period (January – June 2022) plus an estimated \$143,400 for 2022-2023 and \$172,080 for 2023-2024 for an estimated grand total award of \$387,180. Actual costs may vary based on the number of radios covered.

Roll call vote was taken:

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

MOTION CARRIED by voice vote.

Ayes: Eight Nays: None

ACTION ITEM #3 – FALL PROTECTION SYSTEM PROJECT

Ms. Matthews-Stenson stated the purpose of this procurement is to purchase fall protection systems. The fall protection system is a mounted, monorail-like, rigid rail system that utilizes the roofing structure in the maintenance areas based on previously approved engineering design of RTA buildings. There will be eighteen (18) rigid rail systems installed in the 600 Longworth Building and four (4) in the 601 Longworth Building for a total of twenty-two (22) systems, thirty-nine (39) trolleys (anchors) that correspond with the rigid rail/track, PPEs (personal protective equipment) consisting of forty-three (43) SRLs (self-retracting lifelines) and twenty-four (24) harnesses. This project is consistent with RTA’s core value of Safety, as we continuously work to maintain our fleet and the safety of our team. This procurement will be partially funded through Federal grant funds.

MOTION MADE by Ms. Matthews-Stenson and SECONDED by Ms. Howard to APPROVE a contract AWARD to Safeguard US, Inc. (dba Safeguard Industries) in the amount of \$460,050 for the purchase and installation of Fall Protection System and Personal Protective Equipment (PPEs). This project will include a contingency amount of \$40,000 to address any necessary changes to the final build design and up to \$116,528 for expanding the rails and training, for a total contract award of \$616,578.

Roll call vote was taken:

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

MOTION CARRIED by voice vote.

Ayes: Eight

Nays: None

ACTION ITEM #4 – HVAC MODIFICATIONS – PHASE 1 & 2 – 601 LONGWORTH STREET

Ms. Matthews-Stenson stated the purpose of this procurement is to contract with a qualified contractor to perform the Phase 1 & 2 work on RTA's 601 Longworth Street HVAC System. The work generally consists of selective demolition of sections of a radiant tube heater system and relocation of round metal duct work in Phase 1. Phase 2 work consists of replacement of existing rooftop Make-up Air Units (MAUs), a new mini-split, and a building control system.

This project is part of a campus wide HVAC upgrade. It will also include a single building automation system to control HVAC at all facilities. The 601 Longworth Building is the first part of that master plan. This project demonstrates our core value of Safety, as we continuously work to improve our facilities. This procurement will be partially funded through Federal grant funds.

MOTION MADE by Ms. Matthews-Stenson and SECONDED by Ms. Hairston to APPROVE a contract AWARD to AKA Construction, Inc. for the total cost of the project in the amount of \$921,926 plus a 15% contingency

in the amount of \$138,289 for unforeseen conditions for a grand total award of \$1,060,215.

Roll call vote was taken:

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

MOTION CARRIED by voice vote.

Ayes: Eight Nays: None

Additional items to mention:

Ms. Matthews-Stenson stated at the Committees meeting, Ms. Stanforth reported January 2022 expense categories are all under budget as we are operating at much reduced service levels. RTA is not able to provide normal weekday service with the current number of operator vacancies. Staff's focus is to get back to normal service levels as soon as possible.

- Total revenues are \$1.1 million under budget due to lower assistance from state and federal governments.
- Total expenses are \$1.6 million lower than budget. Employee wages and fringe benefits, contract services and materials and supplies were the major contributors.
- RTA's service gain after deducting the local capital charge is \$82,000.

PLANNING COMMITTEE REPORT (SHARON D. HOWARD)

Ms. Howard stated the Finance/Personnel and Planning Committees met for a jointly held meeting on February 15th and as a result the Planning Committee is recommending one (1) Action Item for the Board's consideration.

ACTION ITEM #5 - REMIX TRANSIT PLANNING SOFTWARE SERVICE

Ms. Howard stated the purpose of this procurement is to award a sole source contract to Remix Software to provide cloud-based transit planning software services for a three year, three month period. Since acquiring Remix in 2017,

it has enhanced results and reduced contracted service costs associated with RTA's transit system redesign project and multiple Title Six analyses. By utilizing the Remix platform RTA is able to apply best practices within Remix's planning and service development functions. Today we are recommending a contract award to Remix Software Inc., for \$42,900 per year, for a three year, three month total of \$139,425. Mr. Policicchio provided a detailed presentation at our committee meeting, and the supporting information is included in today's Board package.

MOTION MADE by Ms. Howard and SECONDED by Mr. Weckesser to AWARD a contract to Remix Software Inc., for a not to exceed amount of \$42,900 per year, for a three year, three month grand total of \$139,425. This procurement is part of the operating budget.

Roll call vote was taken:

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

MOTION CARRIED by voice vote.

Ayes: Eight Nays: None

Planning Update:

Ms. Howard stated at the Committees meeting Mr. Policicchio provided a summary document of recent activities in the Customer & Business Development Department. In addition, he shared information on an upcoming benefit program to Tapp Pay customers. RTA's service guarantee program will provide registered customers the ability to receive a credit to their accounts in the event RTA services did not run. The goal is to further develop this feature to include a rewards program.

CHIEF EXECUTIVE OFFICER'S REPORT

Mr. Ruzinsky stated today Staff met with the Amalgamated Transit Union (ATU) Local 1385, on opening up discussions for Contract Negotiations. The ATU presented their proposals to Staff and Staff presented their proposals to the ATU. The meeting was very cordial, as expected

both proposals are quite far apart, there were no confidentiality agreements signed, nor discussed. Mr. Ruzinsky mentioned after the meeting the ATU's President was seen passing out copies of RTA's proposal to his members and leaving copies on tables in the facility. Therefore, Mr. Ruzinsky stated he felt that he could share a couple of highlights from ATU proposal requests.

Mr. Ruzinsky stated their requested wages were two to three times more than the public sector average in our region in each of the years proposed. There were several items that were requested that would directly benefit the ATU leadership members. Mr. Ruzinsky stated the ATU leadership team proposed nothing to address Absenteeism, in fact many of the items the ATU proposed could make situations worse. ATU brought in a national representative that made a comment upon leaving the meeting that RTA's proposal would mean contract negotiations could last for up to 1½ years. Mr. Ruzinsky stated he did not know what any of this going forward meant, however, the next scheduled meetings are March 16th and 17th. Mr. Ruzinsky stated that an Executive Session will be needed in the near future to discuss negotiation details.

Mr. Williamson commented those negotiation meetings will come after the next jointly held RTA Committees meeting that will be held on March 15, 2022.

Mr. Ruzinsky stated that is correct.

OLD BUSINESS

Mr. Ruzinsky stated he would like to address the public comments from the December 7, 2021 Board meeting. Mr. Ruzinsky stated five (5) Citizens shared comments. Three of the Citizens spoke on behalf of Routes 64, 65, and 66. Mr. Ruzinsky stated RTA has had to make difficult decisions regarding service adjustments, COVID, and the ongoing lack of CDL Drivers and CDL Applicants. Mr. Ruzinsky went on to say that this situation is not likely to change anytime soon. RTA did work to line-up funds for door-to-door trips that will take seniors and disabled riders to medical and other life essential appointments, including grocery shopping. These trips are on RTA's smaller buses that do not require a CDL driver. Starting in April, RTA will allow two (2) riders taking the same trip to ride for the

price of one (1) on this service, and Staff will be releasing further details in the near future. Mr. Ruzinsky mentioned that Staff had spoken about this service last fall when RTA kicked off this type of service.

Mr. Ruzinsky mentioned one comment related to old Project Mobility tickets.

Mr. Ruzinsky stated all customers were given advance notice of the expiration of these tickets. RTA offered numerous Tapp Pay incentives to encourage the switch to Tapp Pay. Many people took advantage of this incentive.

Finally, a customer spoke on a customer service concern on RTA's fixed route buses.

Mr. Ruzinsky stated RTA's training department is working on various training refresher courses and Staff is working on hiring drivers with a solid background in customer service.

Mr. Williamson thanked Mr. Ruzinsky for the follow-up to the Citizens. Mr. Williamson went on to say for the good of the order let it be reflected that the Board has asked the Chief Executive Office to address these comments and gives the CEO the opportunity to consult with Staff and then report back to the Board findings and/or comments.

Mr. Williamson thanked Mr. Ruzinsky and stated that we may see similar procedures moving forward during the Old Business portion of meetings.

NEW BUSINESS

NEW BUSINESS ITEM #1 – PURCHASE OF SMALL TRANSIT BUSES

Mr. Williamson stated RTA uses small transit buses, also known as Light Transit Vehicles (LTV's), to support ADA (Paratransit) services as well as to provide demand response trips to customers and others under contract. Seventy-five vehicles were last purchased in 2015 with delivery during 2016 and 2017. These vehicles have an FTA useful life of 5 years or 150,000 miles.

RTA is able to purchase vehicles from Ohio Department of Transportation (ODOT) vehicle contracts and will be doing

so for this vehicle procurement. State term contracts and bid term contracts are contracts created through a competitive process and evaluated by the State of Ohio.

RTA budgeted to replace twenty-five of these vehicles in 2022, twenty-five in 2023, and twenty-five in 2024 at an average unit price of \$95,000. RTA has competitive grant funds for the \$95,000 budgeted unit prices for seventy-five vehicles. The current pricing environment has changed greatly since these funds were awarded and unit pricing under the ODOT contract is up to \$125,000 per vehicle. RTA will be able to apply federal formula funds to cover the price increases.

RTA is working with the ODOT authorized vendors to determine the best vehicle based on reliability, price, and delivery dates.

MOTION MADE by Mr. Williamson and SECONDED by Ms. Heard to APPROVE a contract AWARD to an authorized ODOT Vehicle Contract Vendor for seventy-five small transit buses at a cost of \$125,000 each not to exceed \$9,375,000 with the option for up to twenty-five additional vehicles at \$130,000 each for a total cost of \$3,250,000 plus a 10% contingency of \$1,262,500 for a grand total authority of \$13,887,500. Furthermore, the MOTION permits the Chief Executive Officer to execute any and all contract documents and do all things necessary to complete the award. This contract will be funded with 80-85% Federal Capital Grant funds.

Roll call vote was taken:

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

MOTION CARRIED by voice vote.

Ayes: Eight Nays: None

PUBLIC COMMENT

None

EXECUTIVE SESSION

None

**BOARD MEMBER COMMENTS
- ANNOUNCEMENTS**

Mr. Williamson stated the Law the Governor just signed to again allow for Remote Meetings expires on June 30, 2022. Therefore be prepared for the Board to continue the Remote Meetings going forward up to July 1st.

Mr. Williamson mentioned upcoming RTA meetings:

- Board Meeting – April 5, 2022 – 3:00 p.m.
- Jointly Held Finance/Personnel & Planning – March 15, 2022 – 8:30 a.m.

ADJOURNMENT

Hearing no objections Mr. Williamson ADJOURNED the meeting at 3:31 p.m.

ATTEST

David P. Williamson
President
RTA Board of Trustees

Mary Kay Stanforth
Secretary/Treasurer
RTA Board of Trustees

cg

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ACTION ITEM #2

NEXT SECTION

Action Item #2 Janitorial Services

The purpose of this procurement is to obtain the most qualified contractor to handle the janitorial duties at the Wright Stop Plaza and the four (4) Transit Centers. Greater Dayton Regional Transit Authority's (RTA) responsibility is to maintain a neat, clean and safe environment for all customers, staff, and vendors. The services provided in this contract enables RTA to meet that public responsibility. This project is consistent with RTA's core values of Safety and Stewardship. During these times of Covid-19, the importance of disinfecting all surfaces and maintaining an orderly, sanitary and secure environment are a top priority.

Proposals were solicited through the Dayton Daily News, the Dayton Weekly News, and Transit Talent. Request for Proposals were initially sent to thirty-six (36) firms.

At 2:00 p.m., on February 3, 2022, six (6) proposals were received and reviewed by the evaluation committee.

The Evaluation Committee reviewed the proposals to determine and designate the most qualified proposer using the following criteria:

- Experience
- Action plan
- Cost
- Quality of proposal preparation

The following firms submitted proposals:

	Alpha & Omega Building Services	MJ Building Solutions, LLC	LGC Global Energy FM, LLC	APT Services, LLC	Robinson Support Services	**Exceptional Products and Services, LLC
	Kettering, OH	Dayton, OH	Detroit, MI	Dayton, OH	Trotwood, OH	Dayton, OH
Base Year One	\$383,500	*	*	*	*	*
Base Year Two	383,500	*	*	*	*	*
Base Year Three	391,170	*	*	*	*	*
Base Year Four	391,170	*	*	*	*	*
Base Year Five	398,993	*	*	*	*	*
Op. Year One	406,973	*	*	*	*	*
Op. Year Two	415,113	*	*	*	*	*
Grand Total	\$2,770,419	*	*	*	*	*
Material Mark-Up %	10					

*FTA Procurement guidelines require that only the successful proposer's pricing data be disclosed publicly.

**Non-Responsive.

This procurement will be funded from Operating Funds.

The Finance/Personnel and Planning Committees discussed this Action Item on March 15, 2022 and support the Chief Executive Officer's recommendation to the Board of Trustees.

After reviewing and analyzing the proposals submitted, the Chief Executive Officer recommends AWARD to Alpha & Omega Building Services for Janitorial Services for five (5) base years and two (2) Option Years: Year One \$383,500, Year Two \$383,500, Year Three \$391,170, Year Four \$391,170, Year Five \$398,993 for a total of \$1,948,333 and Option Year One at \$406,973, and Option Year Two for \$415,113 totaling \$822,086, plus a 20% contingency of \$554,084 to cover any potential Covid supplies and/or services and price increases to supplies for a grand total of \$3,324,503.

Board Meeting – 04/05/22
Chief Maintenance Officer

GD 21-15 Janitorial Services

Company
10 Point Cleaning Service, LLC
ACP Facility Services
Allen Professional Touch
Alpha & Omega Building Services, Inc.
American Services
August Groh & Sons, Inc.
Beals Janitorial Services LLC
CDSI
Cummins Facility Services
Dayton Sweeping Services/DSS Sweeping Svc.
DetailXperts Franchise Systems, LLC
Fast & Neat Services LLC
First Systems Inc
Four Corners Commercial Cleaning
Girlfriends Cleaning
Handyman LLC
Hollywood Cleaning Services, LLC
Job Well Done & Associates, LLC
K & M Janitorial and Contracting Services
LGC Global Energy FM, LLC
Moore for Less Industrial Cleaning Services, LLC
Net Pac International LLC
Nova Technologies Group
Peoples Peoples Consulting, LLC
Precision Industrial Service, Inc.
Professional Maintenance of Dayton
Robinson's Support Services
Roby Services, Ltd
SERVPRO
SMS Systems Maintenance Services Inc.
Sonshine Commercial Cleaning
Spirit Services Company
Triangle Services
Vanguard Cleaning Systems
Weston Cleaning Services, LLC
Whayne and Sons Enterprises, Inc

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ACTION ITEM #3

NEXT SECTION

ACTION ITEM #3 Engine Parts

The purchase of engine parts is a routine procurement. The engine parts are used daily by the Maintenance Department to ensure the proper maintenance of the fleet. As the engines are comprised of hundreds of parts, too numerous to list individually for bid purposes, the bidders are asked to bid a percentage of discount on the part manufacturer's published price schedules. As the parts manufacturer issues new national price lists, they will supersede the currently used list; however, the same plus (+) or minus (-) factor will apply.

Parts Manufacturers' price schedules typically contain different columns of pricing. For example, Cummins' parts list contains the following price columns, in order of least expensive to most expensive: Dealer Cost, Service Associate, Wholesale, Fleet, Repair, and List. For RTA's purposes, the bidders are required to bid a (+) or (-) factor and state the column to which it applies, for example, -10% List.

Sealed bids for the purchase of engine parts for three (3) years with two (2) one-year options were solicited through the Dayton Daily News, Dayton Weekly News, and Transit Talent. Invitations for Bid were sent to 16 vendors.

At 2:00 p.m. on February 22, 2022, three (3) bids were received and publicly opened. The results were as follows:

Engine Parts Base Years 1-3 & Option Years 1-2

Firm	Cummins Engine Parts	Cummins Recon Engine Parts
Cummins Inc. dba Cummins Sales and Service Cincinnati, OH	-7% Service Associate	-7% Service Associate
Palmer Trucks Kenworth of Dayton Dayton, OH	Wholesale +7%	Wholesale +7%
Rush Truck Centers of Ohio* dba Rush Truck Center, Dayton Dayton, OH	Cost + 5%	Cost + 5%

*Nonresponsive

A price analysis was done, and Cummins' -7% Service Associate bid proved to be the lowest. Attached is the Price Comparison sheet.

Funds for engine parts are included in the Maintenance operating budget.

The Finance/Personnel and Planning Committees discussed this Action Item on March 15, 2022 and support the Chief Executive Officer's recommendation to the Board of Trustees.

After reviewing and evaluating the bids received, the Chief Executive Officer recommends AWARD be made to Cummins Inc. dba Cummins Sales and Service for Engine Parts in the following estimated amounts:

Base Year	Cummins New Engine Parts	Cummins Recon Engine Parts
Year 1	\$132,600	\$121,000
Year 2	\$145,900	\$133,100
Year 3	\$160,500	\$146,400
Base Years 1 – 3 Est. Total	\$439,000	\$400,500
Option Year 1	\$176,600	\$161,000
Option Year 2	\$194,300	\$177,000
Option Years 1 – 2 Est. Total	\$370,900	\$338,000
Total Base & Option Years	\$809,900	\$738,500
Grand Total Not to Exceed Amount	\$1,548,400	

Actual expenditures will vary based on usage.

Board Meeting – 4/5/22
Chief Maintenance Officer

**GD 22-02 ENGINE PARTS
PRICE COMPARISON**

**CONTRACT YEAR ONE
NEW ENGINE PARTS**

Part Number	Description	Cummins -7% Service Associate	Palmer Trucks Wholesale + 7%	Rush Truck Cost + 5%
2888091	Air Tube	\$106.56	\$110.82	*
2888087	Air Tube	106.56	110.82	*
2888228	Junction lock, NOX sensor	77.75	80.85	*
4076823	O-Ring	15.42	15.04	*
2871960	Sensor	128.75	133.89	*
3900631	Thermostat Bolt	1.83	1.65	*
2871861	Clamp, DPF Filter	58.41	60.15	*
2871451	Gasket	28.63	28.63	*
2672467 (2897539)	Temp Sensor	116.92	121.59	*
3979769	Gasket	2.02	1.83	*
Total		\$642.85	\$665.27	*

RECONDITIONED PARTS

Part Number	Description	Cummins -7% Service Associate	Palmer Trucks Wholesale + 7%	Rush Truck Cost + 5%
5579409PX	Injector, Fuel – Gillig	\$893.52	\$931.86	*
4034315RX	Actuator	965.37	1006.81	*
5603776RX	Turbo Actuator	1321.97	1528.46	*
4326864RX (4326864)	Sensor, Nox – 1600/1700	468.27	488.38	*
5633302RX	Air Compressor	3666.53	3823.89	*
4352566RX (1030-49)	Turbocharger W/Actuator	3890.29	4057.26	*
4307026RX (1600 A/R)	Adapter, Fuel Pump Gillig	234.86	244.94	*
4326867RX (1600/1700)	Nox Sensor – Gillig	468.27	488.38	*
4954315RX	Pump	2425.31	2529.40	*
2880589RX	Catalyst Module	2247.73	2344.19	*
Total		\$16582.12	\$17443.57	*

*Nonresponsive – part numbers were not included in price schedule; vendor took exception to price and delivery.

Bid List
GD 22-02 Engine Parts

Company

ABC Companies

Chance Rides Manufacturing Inc.

Cummins Bridgeway, LLC

Diesel Injection Service Inc.

Diesel USA Group

Gillig LLC - Aftermarket Parts

HECS Transit Parts Inc.

Hughes and Grayson Ind. LLC

Mohawk Manufacturing & Supply Company

Neopart USA

New Flyer

Palmer Trucks - Kenworth of Dayton

Prevost Parts

The Aftermarket Parts Company, LLC

Voith Turbo, Inc.

White Associates

Greater Dayton RTA Board of Trustees Packet

Meeting Date: Tuesday, April 5, 2022 – 3:00 p.m.

*This meeting is being conducted in accordance with House Bill 51,
which remains in effect until June 30, 2022*

*Due to matters surrounding COVID-19, the meeting will
be conducted remotely by teleconference and/or videoconference*

Phone number: +1 312 626 6799 or 1-888-788-0099 (toll free)

Meeting ID: 871 5824 9971

Participant ID: there is no ID, simply press # when prompted

Meeting passcode: 484018

To join via Zoom:

<https://greaterdaytonrta-org.zoom.us/j/87158249971?pwd=bC9ERzgrZENjTTliMWF4Z1U5Q3o2dz09>

Meeting ID: 871 5824 9971

Participant ID: there is no ID, simply press # when prompted

Meeting passcode: 484018

ACTION ITEM # 4

NEXT SECTION

Action Item #4 Office 365

The purpose of this procurement is to contract with a vendor for an Office 365 Enterprise Licensing Agreement for Office 365 for Greater Dayton Regional Transit Authority (RTA).

RTA is looking to move to Microsoft Office 365 for our office productivity suite. Microsoft Office 2013, with Exchange 2016 (on-premises) is currently being run. Microsoft has designated these platforms as end-of-life; therefore, they need to be upgraded. Moving to Office 365 makes sense for RTA, as it is cloud-based and will keep us on the most modern version of Microsoft Office. Moving to Office 365 will also provide RTA with the needed tools, instead of requiring that it be piecemealed together with other expensive solutions.

Office 365 includes components such as Teams, OneDrive, SharePoint Online, Planner, Forms, Tasks, Lists, and more. Office 365 also includes the Power Platform, which allows users to build solutions to common issues and includes Business Intelligence, Process Automation, Virtual Agents (bots), and Custom Apps for engaging with customers and employees.

Office 365 Enterprise Software Licensing was solicited through US General Services Administration (GSA Advantage) from four (4) contractors. Pricing obtained is for a three (3) year licensing agreement.

The results are as follows:

Company	GovConnect* Wilmington, OH	Insight Dayton, OH	Miniburn Great Falls, VA	SHI Enterprise Dublin, OH
Year 1	\$54,728	\$55,638	\$56,055	\$57,827
Year 2	\$54,728	\$55,638	\$56,055	\$57,827
Year 3	\$54,728	\$55,638	\$56,055	\$57,827
Total	\$164,184	\$166,914	\$168,165	\$173,481

*Non-responsive

To complete this project the following essential parts of Office 365 are needed: Integration & Data Migration Services at an estimated \$56,000, Unitrends Spanning Backup Licensing Agreement at \$23,000, and Employee Training at an estimated \$14,000 and will be awarded to other vendors under small purchasing procedures.

Office 365 is funded out of the Operating Budget.

The Finance/Personnel and Planning Committees discussed this Action Item on March 15, 2022 and support the Chief Executive Officer's recommendation to the Board of Trustees.

After reviewing and evaluating the pricing received, the Chief Executive Officer recommends a contract AWARD for the purchase of a three (3) year Office 365 Enterprise Licensing Agreement to Insight in the amount of \$166,914.

Board Meeting – 04/05/2022
Chief Customer and Business Development
Officer

Greater Dayton RTA Board of Trustees Packet

Meeting Date: Tuesday, April 5, 2022 – 3:00 p.m.

*This meeting is being conducted in accordance with House Bill 51,
which remains in effect until June 30, 2022*

*Due to matters surrounding COVID-19, the meeting will
be conducted remotely by teleconference and/or videoconference*

Phone number: +1 312 626 6799 or 1-888-788-0099 (toll free)

Meeting ID: 871 5824 9971

Participant ID: there is no ID, simply press # when prompted

Meeting passcode: 484018

To join via Zoom:

<https://greaterdaytonrta-org.zoom.us/j/87158249971?pwd=bC9ERzgrZENjTTliMWF4Z1U5Q3o2dz09>

Meeting ID: 871 5824 9971

Participant ID: there is no ID, simply press # when prompted

Meeting passcode: 484018

JOINT FINANCE/PERSONNEL AND PLANNING COMMITTEE REPORT

NEXT SECTION



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

March 15, 2022

Members Present: John A. Lumpkin, Jointly Held Committees Chair
Vince Corrado
Al Fullenkamp
Sharon Hairston
Sharon Howard
Belinda Matthews-Stenson (arrived at 8:40 a.m.)
Thomas Weckesser
David P. Williamson

Excused: Adrienne Heard

Staff in Attendance: Bob Ruzinsky
Roland Caldwell
Chris Conard, Coolidge Wall Co., L.P.A.
Tim Harrington
Deborah Howard
Pat O'Malley
Brandon Policicchio
Mary Kay Stanforth

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

Roll Call

Mr. Lumpkin -	Yes
Mr. Corrado -	Yes
Mr. Fullenkamp -	Yes
Ms. Hairston -	Yes
Ms. Heard -	Excused
Ms. Howard -	Yes
Ms. Matthews-Stenson -	Not present
Mr. Weckesser -	Yes
Mr. Williamson -	Yes

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

Approval of February 15, 2022 Jointly Held Finance/Personnel and Planning Committees Meeting Minutes

Mr. Lumpkin 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. Fullenkamp and SECONDED by Mr. Williamson to APPROVE the February 15, 2022 Jointly Held Finance/Personnel and Planning Committees meeting minutes. The Motion was APPROVED 7-0.

April 2022 Board Action Items

Action Item #2 – Janitorial Services

Mr. O'Malley explained that the purpose of this procurement is to obtain the most qualified contractor to handle the janitorial duties at the Wright Stop Plaza and the four (4) Transit Centers. Greater Dayton Regional Transit Authority's (RTA) responsibility is to maintain a neat, clean and safe environment for all customers, staff, and vendors. The services provided in this contract enables RTA to meet that public responsibility. This project is consistent with RTA's core values of Safety and Stewardship. During these times of Covid-19, the importance of disinfecting all surfaces and maintaining an orderly, sanitary and secure environment are a top priority.

Proposals were solicited through the *Dayton Daily News*, the *Dayton Weekly News*, and *Transit Talent*. Request for Proposals were initially sent to thirty-six (36) firms.

At 2:00 p.m., on February 3, 2022, six (6) proposals were received and reviewed by the evaluation committee.

The Evaluation Committee reviewed the proposals to determine and designate the most qualified proposer using the following criteria:

- Experience
- Action plan
- Cost
- Quality of proposal preparation

The following firms submitted proposals:

	Alpha & Omega Building Services	MJ Building Solutions, LLC	LGC Global Energy FM, LLC	APT Services, LLC	Robinson Support Services	**Exceptional Products and Services, LLC
	Kettering, OH	Dayton, OH	Detroit, MI	Dayton, OH	Trotwood, OH	Dayton, OH
Base Year One	\$383,500	*	*	*	*	*
Base Year Two	383,500	*	*	*	*	*
Base Year Three	391,170	*	*	*	*	*
Base Year Four	391,170	*	*	*	*	*
Base Year Five	398,993	*	*	*	*	*
Op. Year One	406,973	*	*	*	*	*
Op. Year Two	415,113	*	*	*	*	*
Grand Total	\$2,770,419	*	*	*	*	*
Material Mark-Up %	10					

*FTA Procurement guidelines require that only the successful proposer's pricing data be disclosed publicly.
**Non-Responsive.

This procurement will be funded from Operating Funds.

MOTION made by Mr. Williamson and SECONDED by Mr. Corrado that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees a contract AWARD to Alpha & Omega Building Services for Janitorial Services for five (5) base years and two (2) Option Years: Year One \$383,500, Year Two \$383,500, Year Three \$391,170, Year Four \$391,170, Year Five \$398,993 for a total of \$1,948,333 and Option Year One at \$406,973, and Option Year Two for \$415,113 totaling \$822,086, plus a 20% contingency of \$554,084 to cover any potential Covid supplies and/or services and price increases to supplies for a grand total of \$3,324,503.

The Motion was APPROVED 7-0-1, with Ms. Matthews-Stenson abstaining.

Action Item #3 – Engine Parts

Mr. O'Malley explained that the purchase of engine parts is a routine procurement. The engine parts are used daily by the Maintenance Department to ensure the proper maintenance of the fleet. As the engines are comprised of hundreds of parts, too numerous to list individually for bid purposes, the bidders are asked to bid a percentage of discount on the part manufacturer's published price schedules. As the parts manufacturer issues new national price lists, they will supersede the currently used list; however, the same plus (+) or minus (-) factor will apply.

Parts Manufacturers' price schedules typically contain different columns of pricing. For example, Cummins' parts list contains the following price columns, in order of least expensive to most expensive: Dealer Cost, Service Associate, Wholesale, Fleet, Repair, and List. For RTA's purposes, the bidders are required to bid a (+) or (-) factor and state the column to which it applies, for example, -10% List.

Sealed bids for the purchase of engine parts for three (3) years with two (2) one-year options were solicited through the Dayton Daily News, Dayton Weekly News, and Transit Talent. Invitations for Bid were sent to 16 vendors.

At 2:00 p.m. on February 22, 2022, three (3) bids were received and publicly opened. The results were as follows:

Engine Parts **Base Years 1-3 & Option Years 1-2**

Firm	Cummins Engine Parts	Cummins Recon Engine Parts
Cummins Inc. dba Cummins Sales and Service Cincinnati, OH	-7% Service Associate	-7% Service Associate
Palmer Trucks Kenworth of Dayton Dayton, OH	Wholesale +7%	Wholesale +7%
Rush Truck Centers of Ohio* dba Rush Truck Center, Dayton Dayton, OH	Cost + 5%	Cost + 5%

*Nonresponsive

A price analysis was done, and Cummins' -7% Service Associate bid proved to be the lowest. Included in the board packet was a Price Comparison sheet.

Funds for engine parts are included in the Maintenance operating budget.

MOTION made by Ms. Hairston and SECONDED by Mr. Williamson that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees a contract AWARD to Cummins Inc. dba Cummins Sales and Service for Engine Parts in the following estimated amounts:

Base Year	Cummins New Engine Parts	Cummins Recon Engine Parts
Year 1	\$132,600	\$121,000
Year 2	\$145,900	\$133,100
Year 3	\$160,500	\$146,400
Base Years 1 – 3 Est. Total	\$439,000	\$400,500
Option Year 1	\$176,600	\$161,000
Option Year 2	\$194,300	\$177,000
Option Years 1 – 2 Est. Total	\$370,900	\$338,000
Total Base & Option Years	\$809,900	\$738,500
Grand Total Not to Exceed Amount	\$1,548,400	

Actual expenditures will vary based on usage.

The Motion was APPROVED 8-0.

Action Item #4 – Office 365

Mr. Harrington explained that the purpose of this procurement is to contract with a vendor for an Office 365 Enterprise Licensing Agreement for Office 365 for Greater Dayton RTA.

RTA is looking to move to Microsoft Office 365 for our office productivity suite. Microsoft Office 2013, with Exchange 2016 (on-premises) is currently being run. Microsoft has designated these platforms as end-of-life; therefore, they need to be upgraded. Moving to Office 365 makes sense for RTA, as it is cloud-based and will keep us on the most modern version of Microsoft Office. Moving to Office 365 will also provide RTA with the needed tools, instead of requiring that it be piecemealed together with other expensive solutions.

Office 365 includes components such as Teams, OneDrive, SharePoint Online, Planner, Forms, Tasks, Lists, and more. Office 365 also includes the Power Platform, which allows users to build solutions to common issues and includes Business Intelligence, Process Automation, Virtual Agents (bots), and Custom Apps for engaging with customers and employees.

Office 365 Enterprise Software Licensing was solicited through US General Services Administration (GSA Advantage) from four (4) contractors. Pricing obtained is for a three (3) year licensing agreement.

The results are as follows:

Company	GovConnect* Wilmington, OH	Insight Dayton, OH	Miniburn Great Falls, VA	SHI Enterprise Dublin, OH
Year 1	\$54,728	\$55,638	\$56,055	\$57,827
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Year 3	\$54,728	\$55,638	\$56,055	\$57,827
Total	\$164,184	\$166,914	\$168,165	\$173,481

*Non-responsive

To complete this project the following essential parts of Office 365 are needed: Integration & Data Migration Services at an estimated \$56,000, Unitrends Spanning Backup Licensing Agreement at \$23,000, and Employee Training at an estimated \$14,000 and will be awarded to other vendors under small purchasing procedures.

Office 365 is funded out of the Operating Budget.

MOTION made by Mr. Fullenkamp and SECONDED by Mr. Weckesser that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees a contract AWARD for the purchase of a three (3) year Office 365 Enterprise Licensing Agreement to Insight in the amount of \$166,914.

The Motion was APPROVED 8-0.

Customer and Business Development Update

Mr. Policicchio stated the Customer and Business Development Department update was provided in today's meeting packet. Mr. Policicchio stated his team will be launching in the coming month, a new program related to service guarantees. When service does not operate and a customer contacts RTA, credits may be applied to registered Tapp Pay customer accounts in order to make things right with customers. Mr. Policicchio also shared upcoming information on public hearings that will present proposals for fare and service changes.

Financial Report

Ms. Stanforth provided information regarding the February 2022 financial report.

- Passenger fares are down \$289,000 Year-to-Date (YTD) as compared to budget due to Covid and service impacts.
- Sales tax represents the total of January and February budgeted amounts.
- Total revenues are \$2.1 million under budget YTD mostly due to lower assistance from state and federal governments.
- Total expenses are \$3.2 million under budget YTD. Employee wages and fringe benefits, contract services and materials and supplies were the major contributors.
- RTA's YTD service gain after deducting the local capital charge is \$553,000.

Small Purchasing Information

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

Next Meetings

The upcoming jointly held Finance/Personnel and Planning Committees meetings will be held on April 19 and May 17, 2022. The meetings will start at 8:30 a.m.

Adjournment

Mr. Lumpkin ADJOURNED the meeting at 9:11 a.m.

ATTEST

John Lumpkin, Chair

Brandon Policicchio, Committee Secretary



AGENDA

Greater Dayton RTA Board of Trustees
Finance/Personnel and Planning Committees Meeting

*This meeting is being conducted in accordance with House Bill 51,
Which remains in effect until June 30, 2022*

*Due to matters surrounding COVID-19, the meeting will
Be conducted remotely by teleconference and/or videoconference*

Phone number: 1-646-558-8656

Meeting ID: 847 9562 8283

Participant ID: there is no ID, simply press # when prompted

Meeting passcode: 645571

To join via Zoom:

<https://greaterdaytonrta-org.zoom.us/j/84795628283?pwd=dXE2NnRXWFJUaGRQSkprbWJtOGpnZz09>

Meeting ID: 847 9562 8283

Participant ID: there is no ID, simply press # when prompted

Meeting passcode: 645571

Tuesday, March 15, 2022 – 8:30 a.m.

Call Meeting to Order

John Lumpkin, Chair

Roll Call/Declare Quorum

Lumpkin

- I. Approval of February 15, 2022 Jointly Held
Finance/Personnel and Planning Committees Meeting Minutes

Lumpkin

II. April 2022 Board Action Items:

Finance/Personnel

- Action Item #2 – Janitorial Services
- Action Item #3 – Engine Parts

Matthews-Stenson

O'Malley

O'Malley

Planning

- Action Item #4 – Office 365

Howard

Harrington

III. Informational / Discussion Items

Planning

- Customer and Business Development Update
 - Tapp Pay Customer Service Guarantee Program

Howard

Policicchio

Finance/Personnel

- Financial Report
- Small Purchasing Information

Matthews-Stenson

Stanforth

Stanforth

IV. Request for Executive Session - *As Needed Basis*

Lumpkin

Reconvene to Regular Session

Next Regular Meetings - April 19 and May 17, 2022
Jointly Held Finance/Personnel and Planning Committees

V. Adjournment

Lumpkin

Interpreters for hearing impaired individuals are available upon request. Requests should be made at least 5 days prior to the date of the meeting. For more information, contact 425-8331 (voice) or 425-8384 (TDD).



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

February 15, 2022

Members Present: John A. Lumpkin, Jointly Held Committees Chair
Al Fullenkamp
Sharon Hairston
Adrienne Heard
Belinda Matthews-Stenson
Thomas Weckesser
David P. Williamson

Excused: Vince Corrado
Sharon Howard

Staff in Attendance: Bob Ruzinsky
Daron Brown
Roland Caldwell
Chris Conard, Coolidge Wall Co., L.P.A.
Deborah Howard
Brandon Policicchio
Mary Kay Stanforth
Bob Stevens

Others Attending: Avni Patel

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

Roll Call

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

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

Approval of November 16, 2021 Jointly Held Finance/Personnel and Planning Committees Meeting Minutes

Mr. Lumpkin 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. Williamson and SECONDED by Ms. Hairston to APPROVE the November 16, 2021 Jointly Held Finance/Personnel and Planning Committees meeting minutes. The Motion was APPROVED 7-0.

March 2022 Board Action Items

Action Item #2 – Radio User Fees

Mr. Brown stated this request relates to the payment of monthly radio charges to the Department of Administrative Services (DAS) for the State of Ohio. This service is necessary for Greater Dayton Regional Transit Authority's (RTA's) fleet to have radio services while operating the buses. The service ensures radio communication between Dispatch, Operators, Supervisors, and Staff. This procurement is sole source, and RTA must pay monthly service to be included in the Ohio Marcs P25 800 MHz Digital System. The system is the federal standard that allows interoperability between federal, state, and local public agencies so they may communicate in emergency situations. Radio User Fees is being brought to the Board at this time because it supports RTA's core value of Safety for our customers.

The Radio User Fees were previously administered and invoiced by the Montgomery County Sheriff's Office. As of January 1, 2022, the DAS for the State of Ohio took over the invoicing. The DAS' fiscal year runs July 1 – June 30, and their contract years run accordingly. Therefore, the initial contract will be for 6 months, effective January 1 through June 30. The contract shall automatically renew every two years, but the price is subject to adjustment at the end of each year.

The price is based on the cost per user per month. The current fixed cost is \$25 per user, per month. Currently, there are 435 radios within the RTA radio system. This board write up is based on 460 radio users to allow for increases to the RTA user group. Therefore the cost would be \$69,000 for the first six-month period. The cost for the APX7500 Consolettes, of which RTA has 9, will be \$50 each per month, for a total of \$2,700 for a six-month period. The total for radios and consolettes will be \$71,700.

The DAS has indicated that they do not expect a price increase in July of 2022. Therefore the cost for 460 radios for a one-year period (July 1, 2022 – June 30, 2023) would be \$138,000, and the consolettes would be \$5,400 for a total of \$143,400.

The pricing for July 2023 – June 2024 is unknown by DAS at this time. Using past history as a guide, there was a \$5 per month increase in 2019 for radios and a higher increase for consolettes. If that holds true, the resulting rates would be \$30 per user, per month for radios for an annual total of \$165,600 for the radios and \$60 each per month for the consolettes, for a total of \$6,480, for an annual estimated total of \$172,080.

In addition, there is a potential back pay cost of approximately \$45,675 due to the Montgomery County Sheriff's Office for a 2019 rate increase that has not yet been passed on to RTA. Should this be invoiced, it will be paid for under Small Purchasing Procedures.

A cost analysis was conducted to determine if the pricing proposed by the state is fair and reasonable. Based on past history and current rates paid by other users, it was found so.

This procurement will be funded with operating funds.

MOTION made by Ms. Matthews-Stenson and SECONDED by Ms. Heard that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees a contract AWARD to the Department of Administrative Services for the State of Ohio for Radio User Fees for a total of up to \$71,700 for a six-month period (January – June 2022) plus an estimated \$143,400 for 2022-2023 and \$172,080 for 2023-2024 for an estimated grand total award of \$387,180. Actual costs may vary based on the number of radios covered.

The Motion was APPROVED 7-0.

Action Item #3 – Fall Protection System Project

The purpose of this procurement is to purchase fall protection systems for Greater Dayton RTA. The fall protection system is a mounted, monorail-like, rigid rail system that utilizes the roofing structure in the maintenance areas based on previously approved engineering design of RTA buildings. There will be eighteen (18) rigid rail systems installed in the 600 Longworth Building and four (4) in the 601 Longworth Building for a total of twenty-two (22) systems, thirty-nine (39) trolleys (anchors) that correspond with the rigid rail/track, PPEs (personal protective equipment) consisting of forty-three (43) SRLs (self-retracting lifelines) and twenty-four (24) harnesses. This project is consistent with RTA's core value of Safety, as we continuously work to maintain our fleet and the safety of our team.

The successful contractor is required to provide all labor, materials, equipment, PPEs and expertise to install these systems as designed and meet the highest level of industry standards and all applicable building code requirements.

Sealed bids for the Purchase of Fall Protection Systems were solicited through the Dayton Daily News, Dayton Weekly News, and Transit Talent. Invitations for Bid were sent to nine (9) firms.

On December 21, 2021, three (3) bids were received and publicly opened. The results are as follows:

GD 21-13R Fall Protection System Project				
Line	Description	Safeguard Industries Las Vegas, NV	Peak Fall Protection, LLC Holly Springs, NC	Premier Safety Miamisburg, OH
1	Rigid Rail System, Trolleys, Roof Work & Install	\$399,990	\$477,895	\$465,342
2	Personnel Protective Equipment (SRLs & Harnesses)	\$60,060	\$53,605	\$37,566
	Total of Rigid Rail System & PPEs	\$460,050	\$531,500	\$502,908
	Optional Items:			
3	Expand Rigid Rails	\$107,528	\$90,750	\$87,047
4	Training	\$9,000	\$6,250	\$25,568
	Total of Optional Items	\$116,528	\$97,000	\$112,615
	Grand Total (Including Options)	\$576,578	\$628,500	\$615,523

The options include expanding the rails in certain locations and training for up to ten (10) “Competent Persons” and fifty (50) “Authorized Users”. It will be determined which locations should be expanded based on purpose and cost, once staff meets with the vendor after contract award. The options will not exceed \$116,528.

This procurement will be partially funded through Federal grant funds.

MOTION made by Ms. Matthews-Stenson and SECONDED by Mr. Weckesser that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees a contract AWARD to Safeguard US, Inc. (dba Safeguard Industries) in the amount of \$460,050 for the purchase and installation of Fall Protection System and PPEs. This project will include a contingency amount of \$40,000 to address any necessary changes to the final build design and up to \$116,528 for expanding the rails and training, for a total contract award of \$616,578.

The Motion was APPROVED 7-0.

Action Item #4 – HVAC Modifications – Phases 1 & 2 – 601 Longworth Street

The purpose of this procurement is to contract with a qualified contractor to perform the Phase 1 & 2 work on RTA’s, 601 Longworth Street HVAC System. The work generally consists of selective demolition of sections of a radiant tube heater system and relocation of round metal duct work in Phase 1. Phase 2 work consists of replacement of existing rooftop Make-up Air Units (MAUs), a new mini-split, and a building control system.

This project is part of a campus wide HVAC upgrade. It will also include a single building automation system to control HVAC at all facilities. The 601 Longworth Building is the first part of that master plan. This project demonstrates our core value of Safety, as we continuously work to improve our facilities.

Sealed bids for the HVAC Modifications were solicited through the Dayton Daily News and the Dayton Weekly News. Invitations for Bid were sent to 130 firms.

On December 28, 2021, three bids were received and publicly opened. The bid results are as follows:

HVAC Modifications Phase 1	AKA Construction, Inc. Brookville, OH	J. Feldkamp Design Build* Cincinnati, OH	Triton Services, Inc.* Mason, OH
Summary			
General Conditions	\$ 41,130	\$15,000	\$ 3,800
Existing Conditions/Demo	14,663	7,000	23,400
Heating, Ventilating & Air Conditioning	44,692	22,160	73,800
Electrical	4,810	5,000	3,940
Total Cost of Phase 1 Construction	\$105,295	\$49,160	\$104,940

HVAC Modifications Phase 2			
Summary			
General Conditions	\$ 41,130	\$ 97,500	\$209,060
Existing Conditions/Demo	58,017	60,000	3,000
Metals	35,894	20,000	37,500
Plumbing	2,347	3,500	N/A

Heating, Ventilating & Air Conditioning	632,147	474,000	450,000
Electrical	47,096	59,240	39,500
Total Cost of Phase 2 Construction	\$816,631	\$714,240	\$739,060

Total Cost of Project	\$921,926	\$763,400	\$844,000
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*Vendor was determined non-responsive.

This procurement will be partially funded through Federal grant funds.

Ms. Hairston asked why 2 of the firms were disqualified. Ms. Howard stated they did not meet the Disadvantaged Business Enterprise (DBE) goal.

Ms. Matthews-Stenson asked why Wise Construction was not on the list of firms contacted. Mr. Ruzinsky replied it may be related to this being a HVAC request. Ms. Howard will follow-up after today's meeting.

MOTION made by Ms. Matthews-Stenson and SECONDED by Mr. Fullenkamp that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees a contract AWARD to AKA Construction, Inc. for the total cost of the project in the amount of \$921,926 plus a 15% contingency in the amount of \$138,289 for unforeseen conditions for a grand total award of \$1,060,215.

The Motion was APPROVED 7-0.

Action Item #5 – Remix Transit Planning Software Service

The purpose of this procurement is to award a sole source contract to Remix Software Inc. to provide cloud-based transit planning software services to RTA for a three (3) year, three (3) month period.

Since RTA originally contracted with Remix in 2017, their customer base has doubled to over 500 cities, across five continents. Remix's proprietary web-based transit planning software platform provides rapid route design, import/analysis/modification of existing transit routes, demographic analysis, operating cost calculations, travel time visualizations, and Title VI analysis into a single integrated platform for transit planning. In addition, Remix recently introduced to the platform, the ability to include demand response service planning. This will be vital as RTA looks to further develop its Connect demand response services.

Since acquiring Remix, it has enhanced results and reduced contracted service costs associated with the What Drives You transit system redesign project and multiple Title VI analyses. By utilizing the Remix platform RTA is able to utilize its resources wisely and apply best practices with the delivery of its planning and service development functions. Remix has allowed RTA staff to effectively communicate the benefits of service changes that are often invisible and hard to explain. Through the Remix customer engagement platform, customers and employees were able to visualize to compare current and future travel times as the result of service changes developed during the What Drives You project and other changes that RTA has conducted.

Software Capabilities included with Contract

- Software as a Service: fully hosted, unlimited agency user licenses, cloud-based web platform that can be accessed from anywhere.
- Dedicated customer service to assist with specific projects and track success criteria, along with "Enterprise Support" to respond to requests within one (1) business day.
- Annual subscription with no maintenance fees.
- Regular no cost automatic updates, improvements, and new feature launches.

- Unlimited file type exports, custom data layers and General Transit Feed Specification (GTFS) uploads.
- Demand response service analysis (new in 2021).

RTA is anticipating an award based on a three-year, three-month period of performance for 165 fixed route vehicles for a total dollar amount of \$139,425. Based on a cost comparison for the current contract, there was no increase in cost. The total amount previously paid, the information cited in this action item, and the cost associated with the Remix Route Planning Software Service is deemed fair and reasonable.

This procurement will be funded with operating funds.

MOTION made by Ms. Matthews-Stenson and SECONDED by Mr. Weckesser that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees a contract AWARD to Remix Software Inc. for the Remix Transit Planning Software Service for \$42,900 per year, for a three (3) year, three (3) month total of \$139,425.

The Motion was APPROVED 7-0.

Customer and Business Development Update

Mr. Policicchio stated the Customer and Business Development Department update was provided in today's meeting packet.

Items highlighted in the packet were:

- RTA Celebrates Black History Month,
- Fall in Love with RTA's February Bus,
- Ohio Loves Transit Week,
- RTA Scales Back Service to Deal with Covid Increases,
- RTA Continues Hiring Efforts with "Day in the Life" Recruitment Campaign, and
- RTA to Hold Career Fair February 17, 2022.

Mr. Policicchio stated his team is working on a new program related to service guarantees. When problems arise credits may be applied to TAPP pay in order to make things right with customers. More details will follow when the program is finalized.

Financial Report

Ms. Stanforth stated January 2022 expense categories are all under budget as we are operating at much reduced service levels. RTA is not able to provide normal weekday service with the current number of operator vacancies. Staff's focus is to get back to normal service levels as soon as possible.

- January passenger fares are \$58,000 under budget due to Covid and service impacts.
- January sales tax is shown net of the administrative fee and is equal to January's budgeted amount. We are always 3 months in arrears in receiving the funds from the State of Ohio.
- Total revenues are \$1.1 million under budget due to lower assistance from state and federal governments.
- Total expenses are \$1.6 million lower than budget. Employee wages and fringe benefits, contract services and materials and supplies were the major contributors.
- RTA's service gain after deducting the local capital charge is \$82,000.

Small Purchasing Information

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

Additional Information

Mr. Ruzinsky stated a New Business Item for the purchase of small transit buses will be presented at the March 1, 2022 Board meeting. RTA wants to get in the queue to order buses before the Infrastructure Bill is finalized and funds are released.

Mr. Ruzinsky reported a mental health treatment facility is being planned near RTA's 901 South Ludlow Street location. Initially RTA has expressed opposition to the placement of the facility next to our business operations. Mr. Ruzinsky will be looking into this matter further and plans to get more details, and will follow-up to the Committees.

Request for Executive Session

MOTION made by Ms. Hairston and SECONDED by Ms. Matthews-Stenson to RECESS into Executive Session for the purpose of reviewing negotiations with public employees concerning their compensation or other terms and conditions of their employment.

Roll call vote was taken:

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

The Motion was APPROVED 7-0.

The meeting recessed into Executive Session at 9:03 a.m.

MOTION made by Ms. Heard and SECONDED by Ms. Hairston to RECONVENE into Regular Session.

Roll call vote was taken:

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

The Motion was APPROVED 7-0.

The meeting reconvened at 9:31 a.m.

Next Meetings

The upcoming jointly held Finance/Personnel and Planning Committees meetings will be held on March 15 and April 19, 2022. The meetings will start at 8:30 a.m.

Adjournment

MOTION made by Ms. Heard and SECONDED by Ms. Matthews-Stenson to ADJOURN.

The Motion was APPROVED 7-0.

The meeting ADJOURNED at 9:32 a.m.

ATTEST

for John P. Williams
John Lumpkin, Chair

Mary Kay Stanforth
Mary K. Stanforth, Committee Secretary

Greater Dayton RTA Board of Trustees Packet

Meeting Date: Tuesday, April 5, 2022 – 3:00 p.m.

*This meeting is being conducted in accordance with House Bill 51,
which remains in effect until June 30, 2022*

*Due to matters surrounding COVID-19, the meeting will
be conducted remotely by teleconference and/or videoconference*

Phone number: +1 312 626 6799 or 1-888-788-0099 (toll free)

Meeting ID: 871 5824 9971

Participant ID: there is no ID, simply press # when prompted

Meeting passcode: 484018

To join via Zoom:

<https://greaterdaytonrta-org.zoom.us/j/87158249971?pwd=bC9ERzgrZENjTTliMWF4Z1U5Q3o2dz09>

Meeting ID: 871 5824 9971

Participant ID: there is no ID, simply press # when prompted

Meeting passcode: 484018

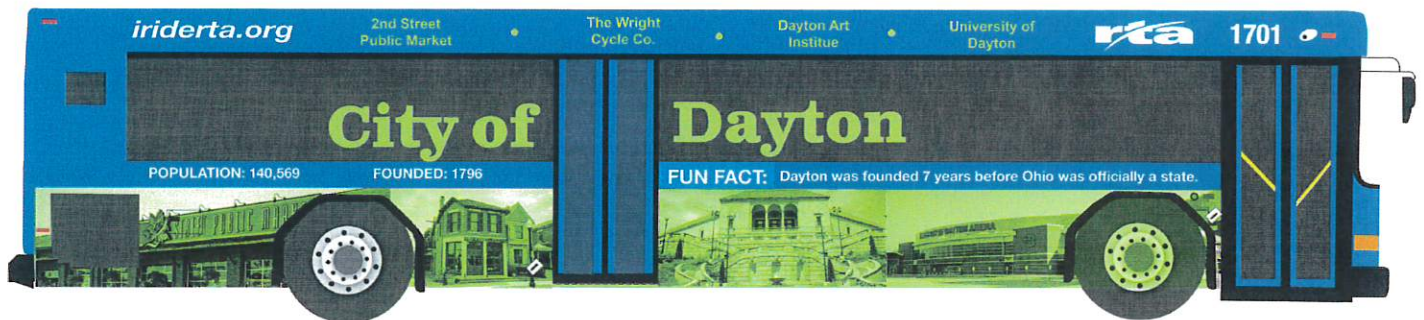
JOINT FINANCE/PERSONNEL AND PLANNING COMMITTEE DISCUSSION ITEMS

NEXT SECTION



Customer & Business Development Highlights
Finance/Personnel & Planning Committee Meeting – 3/15/2022

WORK CONTINUES ON RTA'S "PROUDLY SERVING" PROJECT, THREE BUS DESIGNS IN PRODUCTION



RTA is getting ready to roll out three more community buses as part of the agency's "Proudly Serving" project. The project is the culmination of a vision RTA CEO Bob Ruzinsky had more than a year ago to honor the communities the agency serves, and how buses can connect people to these places.

Dayton, West Carrollton, and Clayton will be the next buses to join the "Proudly Serving" fleet. All three bus designs have been approved and are currently in the production phase.

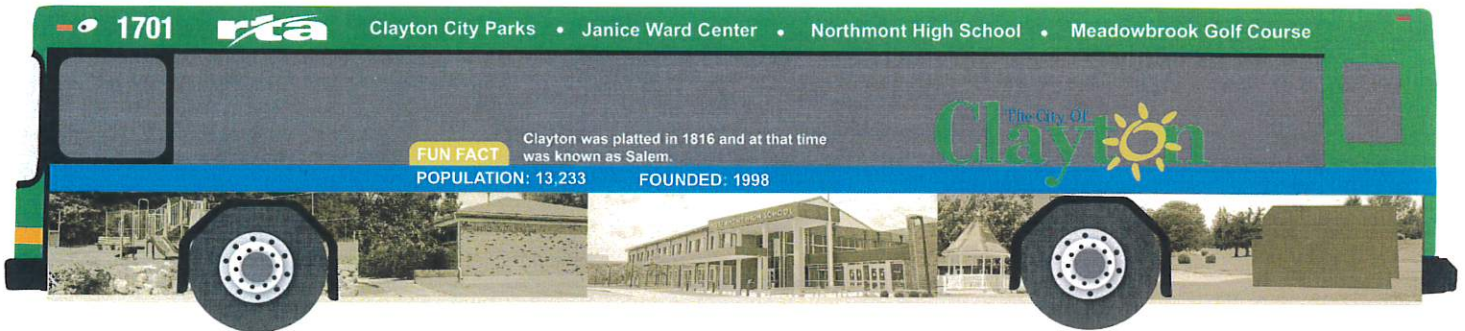
The city of Dayton bus design features the University of Dayton, DayAir Ballpark, The Wright Cycle Co., Dayton Art Institute, and 2nd Street Market. The five featured locations are popular destinations in Dayton for people to visit. Did you know Dayton was founded seven years before Ohio was officially a state? That fun fact is also included in the design, along with the city's population. This bus was designed by Graphic Designer and Marketing Specialist Carmen Gaines.

West Carrollton's fun fact is transit related. Did you know at one point West Carrollton city transit included trains, canals, riverboats, trolleys and cars? The bus design also features the iconic West Carrollton Water Tower, Robert Wilson Park and Pool, Leiwig Park, West Carrollton High School, and Miami Bend park. This bus was designed by Graphic Designer and Marketing Specialist Cara Wood.

WORK CONTINUES ON RTA'S "PROUDLY SERVING" PROJECT, THREE BUS DESIGNS IN PRODUCTION

The Clayton bus design, pictured below, has also been approved. This bus design is now in the production phase as well, but it is behind the Dayton and West Carrollton buses. The design features Clayton City Parks, Janice Ward Center, Northmont High School, and Meadowbrook Golf Course.

All of the locations featured on the agency's "Proudly Serving" bus designs are places the RTA can take you. This is just one of the many ways RTA is proudly serving the communities of Montgomery County. The RTA's graphic designers are now turning their focus to designing the next two buses: Vandalia and Harrison Township.



RTA'S MARCH BUS DESIGN CELEBRATES SPRING, ST. PATRICK'S DAY, WOMEN AND RTA DRIVERS



It won't be hard to spot a four leaf clover in the Miami Valley this spring. RTA's March bus design is full of shamrocks and it is rolling around a route near you. The clovers, flowers, birds and lady bugs incorporated in the design are sure to put everyone in the mood for the first day of spring, on March 20. The bus design also features International Women's Day, March Madness, St. Patrick's Day, and Transit Driver Appreciation Day.

March is also American Red Cross Month, which honors people who make the lifesaving mission possible and the individuals across the country who turn compassion into action, helping others in a time of crisis. This month's bus was designed by Graphic Designer and Marketing Specialist Carmen Gaines.

CUSTOMER & BUSINESS DEVELOPMENT EMPLOYEES RECOGNIZED FOR GOING ABOVE AND BEYOND



At the quarterly customer and business development meeting three employees were recognized for going above and beyond, pictured on the left. MIS Applications Support Specialist Tony Branch was recognized for his quick action following the shooting at Wright Stop Plaza.

Quality Service Representative Rhonda Townsend was recognized for her work helping customers with Tapp Pay, and Communication Specialist Kristi Newton was recognized for her work on

social media. Three employees also celebrated work anniversaries, pictured on the right. Quality Service Representative Trish Campbell has been with the RTA 20 years, Graphic Designer and Marketing Specialist Cara Wood celebrated 5 years, and Systems Software Engineer Linda Tipton celebrated 10 years.



RTA STAFF ATTEND APTA MARKETING AND COMMUNICATION VIRTUAL WORKSHOP



The APTA Marketing and Communication Workshop went virtual this year. RTA's Communication Manager Jessica Olson delivered a top-notch presentation on Info Hub, RTA's internal communication tool. The topic was a hit among attendees, who had a lot of questions about rolling out their own internal communication tool.

RTA's Communication Specialist Kristi Newton was able to participate in the two-day event. Hiring was a big topic of the workshop with agencies across the country struggling to find drivers. Attendees took about an hour to discuss some of the challenges of finding qualified candidates and how to entice more people to join the public transit world. Social media was another popular topic of discussion and how to use it to create a positive image in the community. Stay tuned for fun reels on RTA's Instagram using ideas from the conference.

NEW HIRES GET CONNECTED WITH INFO HUB DURING ONBOARDING

Since the launch of Info Hub in 2021, it has been a goal of the communications department to sign up new hires on their first day during onboarding class. Info Hub is an internal communication tool where the agency posts forms and manuals, CEO updates, press releases, and employee recognition, to name a few.

In the past, new hires had to wait a few days before they were able to sign up because they were put into the system manually. Now that process is automated, allowing for first-day sign up.

In addition, Engage, the creators of the Info Hub, also simplified the process of signing up using the app. Sign up was a two-step process where new hires had to go to a weblink to activate their account then download the app and sign in. Now, new hires can activate their account within the app.

During the February 14 onboarding class all nine new hires were able to successfully sign up for Info Hub.



RTA'S LATEST HIRING EFFORTS

More than a dozen people came out for the Greater Dayton RTA's career fair held at the Goodwill Easter Seals on February 17, 2022. A total of 6 attendees are going through the hiring process to become bus drivers.

Recruitment efforts will continue this month, with the RTA running radio ads during the NCAA tournament with iHeart Radio. A TV ad is also in process the "Day in the Life" recruitment video with Donna Johnson.

The communications team is still pushing posts on social media alerting potential candidates to the full and part-time job openings. Another career fair is scheduled for April.

RTA MAKES MINOR SERVICE ADJUSTMENTS



The Greater Dayton RTA made minor adjustments to some of its route schedules beginning Sunday, February, 20. The adjustments were made to better assist riders in getting to work or making transfers. RTA continues to operate on a Saturday schedule, Monday through Saturday, due to increased absenteeism and lower ridership associated with the ongoing COVID-19 pandemic. A press release was sent to local media and uploaded to the RTA's website alerting riders of the change.

RTA SHOWS BENGALS SPIRIT WITH FREE RIDES, PROMOTIONS

Bengals fever took over Ohio ahead of Super Bowl LVI and the Greater Dayton RTA was not immune. The agency showed its support for the Cincinnati Bengals ahead of the big game through several promotions.

RTA treated customers who said “who dey” upon boarding RTA buses with free rides the Friday, Saturday, and Sunday of Super Bowl weekend. Drivers and staff also sported their Bengals or Rams attire that same weekend, pictured below. In addition, the RTA’s administrative office building at the corner of Third and Main streets in downtown Dayton showed its Bengals stripes and lit up the Dayton skyline orange.



In December, the RTA had the foresight to purchase affordable local ad time for pregame coverage of the Super Bowl to support its hiring efforts. As a way to promote the commercial and RTA’s hiring efforts, the communications team put together three videos for social media. The videos featured Jackey Nash telling the community to watch for her Super Bowl Sunday. You can watch these videos on the RTA’s YouTube page.



DON'T GET CAUGHT “TRAVELING” TO THE BIG HOOPLA EVENT — LET THE FLYER ASSIST

The community “tipped off” the NCAA First Four Tournament with fun activities in downtown Dayton and the Greater Dayton RTA was there to “assist” eventgoers. The Flyer ran from 2 p.m.—7 p.m. on March 13 on its normal route and frequency to help with the Family Festival in the Oregon District. The Flyer runs every ten minutes, with several buses circulating on the route, so it’s a slam dunk to get attendees to all the festivities without having to worry about limited parking options. Those who took the Flyer could plan their trip on the Transit app. The Greater Dayton RTA is a proud sponsor of the event.

Dayton 24/7 Now 2m

We are less than two weeks away from The Big Hoopla Family Festival and NCAA First Four games at UD Arena.

How the Greater Dayton RTA is helping with travel: <https://dayton247now.com/.../rta-to-assist-with-travel...>



DAYTON247NOW.COM | BY DAYTON 24/7 NOW

RTA to assist with travel during Big Hoopla, NCAA First Four

DAYTON, Ohio (WKCF) -- We are less than two weeks away from the Big Hoopla and NCAA First Four games at UD Arena.

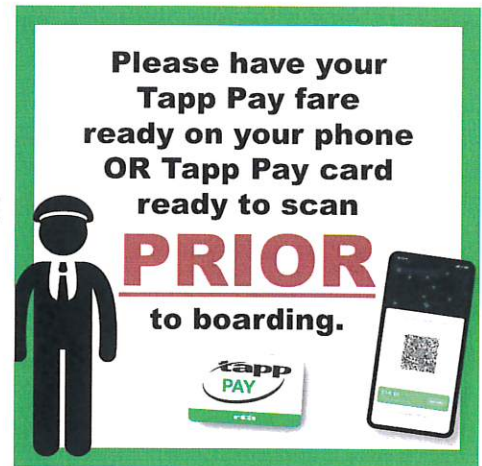
Like

Comment

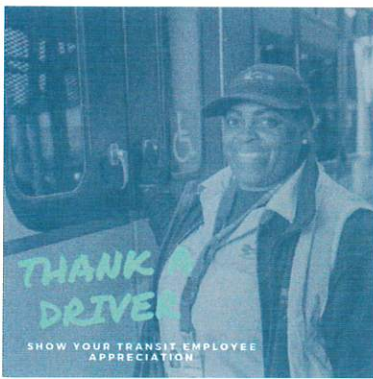
Share

RTA REMINDS CUSTOMERS TO BE FARE READY

With the transition to Tapp Pay complete, the communications team is now focused on making sure passengers are fare ready upon boarding RTA buses. This initiative was put in motion due to RTA operator feedback given during a recent survey. Graphic Designer and Marketing Specialist Cara Wood designed interior cards and stickers for the buses, as well as a social media graphic, pictured on the right. Audio ads are also running on the buses reminding riders to have either their cell phone or Tapp Pay card ready upon boarding the bus to speed up boarding times.



TRANSIT DRIVER APPRECIATION DAY



RTA employees are essential in keeping our community moving. Whether it's taking riders to the grocery store, providing rides to medical appointments, or ensuring riders get to school or work, transit employees are

there for you. That's why we celebrate Transit Driver Appreciation Day on March 18. This year, due to the pandemic, the RTA's celebration is virtual. During the week leading up to the 18th you will catch social media posts, like the one pictured above, showing our appreciation for RTA employees and reminding riders to say thank you. Staff at Wright Stop Plaza also took the initiative to go down to the platform to give a personal "Thank you" to our drivers.

Meanwhile, the RTA celebrated Employee Appreciation Day on March 3, 2022, pictured below.



SOCIAL MEDIA— FEBRUARY

Facebook:

Reach: 27,435 Post Engagements: 8,076 Video Views: 4,400

Twitter:

Profile Visits: 3,067 Impressions: 17,800 Mentions: 40

Instagram:

Post Likes: 569 Accounts engaged: 252 Impressions: 25,857

Total Followers:

Facebook: 5,802

Twitter: 1,789

Instagram: 1,410

Reach = # unique users

Impressions = # times your tweet displays on screen

Post Engagements = # comments, shares, clicks, likes

RIDE TIME — FEBRUARY

Transit App

Sessions: 606,173

Average number of daily sessions: 21,649

Monthly usage high: 2,996

Average number of daily users: 2,530

Session = # times app is accessed and used



Greater Dayton Regional Transit Authority
Financial Report
February 2022

Financial Summary
Comparative Data
Departmental Detail
Balance Sheets
Sales Tax Receipts

Greater Dayton Regional Transit Authority
YTD Financial Report
February 28, 2022

Revenues

Passenger Fares
Contract Service Fares
Service Subsidies
Interest
Other
Sales Tax - Net
State Assistance
Federal Assistance
Total Revenue

**YTD Actual
February 2022**

523,894
1,773
60,417
47,765
32,883
6,675,535
255,783
2,299,604
9,897,654

5.3%
0.0%
0.6%
0.5%
0.3%
67.4%
2.6%
23.2%
100%

Passenger Fares are \$289k under budget due to Covid and service impacts.

Sales Tax - Net represents amount budgeted YTD.

Total Revenues are \$2.1 million below budget due to lower assistance from state and federal governments.

Expenses

Wages
Paid Absences
Fringe Benefits
Services
Materials & Supplies
Utilities & Power
Casualty & Liability Costs
Taxes
Purchased Transportation
Miscellaneous
Total Expenses

4,094,194
769,046
1,813,036
740,461
732,668
342,583
161,211
32,854
79,127
104,213
8,869,395

46.2%
8.7%
20.4%
8.3%
8.3%
3.9%
1.8%
0.4%
0.9%
1.2%
100%

Currently our YTD fuel expenses are under budget by \$435k due to positive price and volume variances. We expect this positive price variance to be eliminated in the near future with rising fuel prices.

Total Expenses are \$3.2 million lower than budget. Employee Wages & Fringe Benefits, Contract Services and Materials & Supplies were the major contributors. All expense categories were under budget as we continue to operate at reduced service levels.

Pre Local Capital - Gain (Loss)

Less - Local Capital Charge

1,028,259
475,699
552,560

RTA Service - Gain (Loss)

Audit & GASB Items

Less - Market to Market Adjustment
Plus - Market to Market Adjustment
Loss - Federal/State Depreciation
Less - GASB 68 & 74 (Pensions) Charge
Plus - GASB 68 & 74 (Pensions) Credit

746,237
-
2,294,646
-
-

Audit Adjusted - Gain (Loss)

Plus - Non-RTA Capital Grants Received

(2,488,323)

Balance Sheet - Change in Net Position

(2,488,323)

Greater Dayton Regional Transit Authority
YTD Financial Report
February 28, 2022

Revenues

Passenger Fares	523,894	813,000	706,282	5.3%	6.8%	5.4%
Contract Service Fares	1,773	-	46,281	0.0%	0.0%	0.4%
Service Subsidies	60,417	54,332	51,663	0.6%	0.5%	0.4%
Interest	47,765	55,000	51,866	0.5%	0.5%	0.4%
Other	32,883	50,000	72,450	0.3%	0.4%	0.6%
Sales Tax - Net	6,675,535	6,675,535	5,721,650	67.4%	55.7%	43.5%
State Assistance	255,783	1,100,000	-	2.6%	9.2%	0.0%
Federal Assistance	2,299,604	3,236,664	6,514,995	23.2%	27.0%	49.5%
Total Revenue	9,897,654	11,984,531	13,165,186	100%	100%	100%

Expenses

Wages	4,094,194	5,149,108	4,723,902	46.2%	42.8%	45.9%
Paid Absences	769,046	979,096	1,040,075	8.7%	8.1%	10.1%
Fringe Benefits	1,813,036	2,298,903	2,143,988	20.4%	19.1%	20.8%
Services	740,461	1,118,330	666,161	8.3%	9.3%	6.5%
Materials & Supplies	732,668	1,452,927	861,736	8.3%	12.1%	8.4%
Utilities & Power	342,583	372,282	330,394	3.9%	3.1%	3.2%
Casualty & Liability Costs	161,211	266,834	395,166	1.8%	2.2%	3.8%
Taxes	32,854	38,054	30,955	0.4%	0.3%	0.3%
Purchased Transportation	79,127	100,000	48,523	0.9%	0.8%	0.5%
Miscellaneous	104,213	246,813	59,763	1.2%	2.1%	0.6%
Total Expenses	8,869,395	12,022,347	10,300,663	100%	100%	100%

Pre Local Capital - Gain (Loss)

Less - Local Capital Charge

RTA Service - Gain (Loss)

Audit & GASB Items

Less - Market to Market Adjustment
Plus - Market to Market Adjustment
Less - Federal/State Depreciation
Less - GASB 68 & 74 (Pensions) Charge
Plus - GASB 68 & 74 (Pensions) Credit

Audit Adjusted - Gain (Loss)

Plus - Non-RTA Capital Grants Received

Balance Sheet - Change in Net Position

	746,237	-	185,224
	-	-	
	2,294,646	2,629,310	2,407,002
	-	-	
	-	-	-
	(2,488,323)	(3,179,316)	(213,828)
	-	-	
	(2,488,323)	(3,179,316)	(213,828)

Greater Dayton RTA
Departmental Budget Summary
February 2022

	Department	#
Board of Trustees	Board	11
	CEO	21
	Human Resources	31
	Labor Relations	55
Chief Executive Officer	Total CEO	
	Chief Capital Officer	92
	Engineering	24
	Corporate Dept.	98
Chief Capital Officer	Total CCO	
	Chief Financial Officer	19
	Claims	66
	Procurement	77
Chief Financial Officer	Accounting & Payroll	91
	Total CFO	
Transportation	Transportation Administration	61
	Revenue Vehicle Ops	63
	Security	88
	Total Transportation	
Maintenance	Maintenance Administration	71
	Repair Shops	72
	Inventory	73
	Line Shop	75
Facility Maintenance	Facility Maintenance	76
	Transit Hubs	81-85
	Facility Cleaning	89
	Total Maintenance	
Customer & Business Dev.	CC&BDO	41
	Community Relations	42
	Communications	43
	Quality Service - Call Center	44
Planning & Scheduling	Planning & Scheduling	45
	MIS	58
	Training, Safety & Risk	65
	Total CC&BDO	
RTA Totals		

(Dollars in Thousands, Bracketed Variances are Favorable)

Current Month		
Actual	Budget	Variance
5	6	(1)
42	52	(10)
130	89	41
66	78	(12)
238	219	19
16	30	(14)
9	29	(20)
8	558	(550)
33	617	(584)
41	44	(3)
74	133	(59)
36	36	-
75	85	(10)
226	298	(72)
405	470	(65)
1,633	2,071	(438)
0	8	(8)
2,038	2,549	(511)
107	131	(24)
674	862	(188)
63	71	(8)
132	190	(58)
270	232	38
113	138	(25)
30	44	(14)
1,389	1,668	(279)
24	35	(11)
0	10	(10)
31	60	(29)
81	90	(9)
42	59	(17)
126	123	3
59	92	(33)
363	469	(106)
4,292	5,826	(1,534)

Year to Date		
Actual	Budget	Variance
10	12	(2)
88	104	(16)
238	178	60
128	155	(27)
454	437	17
31	59	(28)
19	58	(39)
10	1,117	(1,107)
60	1,234	(1,174)
94	88	6
161	266	(105)
73	72	1
149	170	(21)
477	596	(119)
828	940	(112)
3,602	4,463	(861)
0	17	(17)
4,430	5,420	(990)
220	262	(42)
1,412	1,752	(340)
131	142	(11)
275	385	(110)
430	474	(44)
166	275	(109)
76	90	(14)
2,710	3,380	(670)
46	69	(23)
0	20	(20)
69	121	(52)
165	180	(15)
81	117	(36)
240	246	(6)
124	188	(64)
725	941	(216)
8,866	12,020	(3,154)

Annual Budget	
72	
647	
1,105	
947	
2,699	
371	
367	
6,730	
7,468	
542	
1,594	
450	
1,021	
3,607	
5,853	
27,547	
100	
33,500	
1,646	
10,825	
890	
2,369	
2,475	
1,663	
560	
20,428	
428	
125	
744	
1,132	
721	
1,519	
1,101	
5,770	
73,544	

Greater Dayton RTA
Balance Sheets
February 2022 and Year End 2021

Assets and Deferred Outflows of Resources

	As of 2/28/2022	PRE-AUDIT as of 12/30/2021
Current assets:		
Cash and cash equivalents	\$ 23,818,231	\$ 19,188,132
Short-term investments	15,123,691	16,158,413
Accounts receivable, less allowance for doubtful accounts	15,801,440	14,567,417
Materials and supplies, net	7,253,404	7,026,721
Prepaid expenses and deposits	1,526,236	1,640,069
	<u>63,523,002</u>	<u>58,580,752</u>
Total current assets		
Non-current assets:		
Long-term investments	41,612,259	42,327,839
Net pension /OPEB assets	470,380	470,380
Capital assets:		
Land	7,361,536	7,361,536
Revenue producing and service equipment	128,217,004	128,217,004
Buildings and structures	134,550,170	134,550,170
Office furnishings, shop equipment and other	27,667,562	27,589,682
Construction in progress	40,088,333	38,807,793
Less accumulated depreciation	(150,626,396)	(147,856,050)
Total capital assets - net	<u>187,258,209</u>	<u>188,670,135</u>
Total non-current assets	<u>229,340,848</u>	<u>231,468,354</u>
Total assets	<u>292,863,850</u>	<u>290,049,106</u>
	<u>12,318,090</u>	<u>12,318,090</u>
	<u>\$ 305,181,940</u>	<u>\$ 302,367,196</u>
Deferred outflows of resources - pensions/OPEB		
Total assets and deferred outflows of resources		

Liabilities, Deferred Inflows of Resources and Net Position

Current liabilities:		
Accounts payable	\$ 1,293,613	\$ 1,372,515
Accrued payroll and related benefits	5,120,342	5,417,757
Accrued self-insurance	7,007,294	7,368,388
Unearned fares	347,495	242,503
Other accrued expenses	1,450,272	1,570,204
Total current liabilities	<u>15,219,016</u>	<u>15,971,367</u>
Non-current liabilities:		
Accrued compensated absences	1,294,631	1,294,631
Net pension/OPEB liabilities	77,134,362	77,134,362
	<u>78,428,993</u>	<u>78,428,993</u>
Total liabilities	<u>93,648,009</u>	<u>94,400,360</u>
Deferred inflows of resources - pensions/OPEB	18,139,284	18,139,284
Net position:		
Invested in capital assets	187,258,209	188,670,134
Unrestricted	6,136,438	1,157,418
Total net position	<u>193,394,647</u>	<u>189,827,552</u>
Total liabilities, deferred inflows of resources and net position	<u>\$ 305,181,940</u>	<u>\$ 302,367,196</u>



SALES TAX RECEIPTS (NET OF FEE PAID TO STATE OF OHIO)

SALES PERIOD EARNED	MONTH RECEIVED	MONTHLY					YEAR TO DATE				
		2018	2019	2020	Actual 2021	Budget 2021	2018	2019	2020	Actual 2021	Budget 2021
JANUARY	APRIL	\$ 2,727,175	\$ 2,818,084	\$ 3,070,612	\$ 3,233,962	\$ 2,816,000	\$ 2,727,175	\$ 2,818,084	\$ 3,070,612	\$ 3,233,962	\$ 2,816,000
FEBRUARY	MAY	2,850,453	2,905,504	3,059,356	3,290,524	2,905,650	5,577,628	5,723,588	6,129,968	6,524,486	5,721,650
MARCH	JUNE	3,316,628	3,521,181	3,023,059	4,200,021	3,514,500	8,894,256	9,244,769	9,153,027	10,724,507	9,236,150
APRIL	JULY	3,059,755	3,093,769	2,756,395	3,960,624	3,093,750	11,954,011	12,338,538	11,909,422	14,685,131	12,329,900
MAY	AUGUST	3,289,934	3,307,774	3,561,409	4,174,409	3,306,600	15,243,945	15,646,312	15,470,831	18,859,540	15,636,500
JUNE	SEPTEMBER	3,318,939	3,530,545	3,929,617	3,995,835	3,514,500	18,562,884	19,176,857	19,400,448	22,855,374	19,151,000
JULY	OCTOBER	3,126,511	3,271,972	3,594,516	3,970,191	3,168,000	21,689,395	22,448,829	22,994,964	26,825,565	22,319,000
AUGUST	NOVEMBER	3,151,630	3,319,979	3,509,033	3,792,316	3,217,500	24,841,025	25,768,808	26,503,997	30,617,881	25,536,500
SEPTEMBER	DECEMBER	3,252,667	3,596,778	3,432,216	3,844,035	3,316,500	28,093,692	29,365,586	29,936,213	34,461,916	28,853,000
OCTOBER	JANUARY	3,072,125	3,391,956	3,820,242	3,771,559	3,069,000	31,165,817	32,757,541	33,756,455	38,233,475	31,922,000
NOVEMBER	FEBRUARY	3,278,412	3,411,674	3,431,837	4,015,563	3,267,000	34,444,229	36,169,215	37,188,292	42,249,038	35,189,000
DECEMBER	MARCH	3,725,417	4,014,198	4,000,815		3,861,000	38,169,646	40,183,413	41,189,106		39,050,000
Totals		\$ 38,169,646	\$ 40,183,413	\$ 41,189,106	\$ 42,249,038	\$ 39,050,000					
% Increase Year over Year			5.28%								

PLEASE NOTE THE ABOVE AMOUNTS ARE REPORTED NET OF A 1% ADMINISTRATIVE FEE WHICH IS PAID TO THE STATE OF OHIO.

SMALL PURCHASING INFORMATION
\$25,000 TO \$100,000
January 1, 2022 – December 31, 2022

Contract Date	Requesting Department	Description	Vendor	Amount
01/03/22	Capital	Employee Parking (Reimbursed through rental revenue and employee reimbursement)	JEL Enterprises	\$60,000
01/17/22	Maintenance	Snow/Ice Removal	Antonio Lamanna	25,000
02/11/22	Maintenance	Fleet Fluids Analysis Contract	Eurofins Ana Laboratories Inc.	52,990
03/01/22	Executive	Annual Membership Dues	Downtown Dayton Partnership	25,000
03/04/22	Maintenance	Seat Insert Strip and Recover	Joe Molina DbA Molina	80,351
			TOTAL	\$243,341

Board Meeting – 4/05/22
Chief Financial Officer