



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

**July 15, 2025**

**Members Present:** Sharon D. White, Chair  
Al Fullenkamp  
John A. Lumpkin, Jr.  
Belinda Matthews-Stenson  
Grady Mullins  
Thomas Weckesser  
David P. Williamson

**Excused:** Ashton Dupler  
Nikol Miller

**Staff in Attendance:** Bob Ruzinsky  
Daron Brown  
Roland Caldwell  
Chris Conard, Coolidge Wall  
Debroah Howard  
Shanel Kilgore  
Latashia Love, Coolidge Wall  
Austin Montz  
Brandon Policicchio  
Shawn Prince  
Mary K. Stanforth  
Bob Stevens

Ms. White called the meeting to order at 8:30 a.m. and roll call was taken:

**Roll Call**

Ms. White -	Yes
Mr. Dupler -	Excused
Mr. Fullenkamp -	Yes
Mr. Lumpkin	Excused; Arrived at 8:43 a.m.
Ms. Matthews-Stenson -	Yes
Ms. Miller -	Excused
Mr. Mullins -	Yes
Mr. Weckesser -	Yes
Mr. Williamson -	Yes

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

## **Approval of May 20, 2025, Jointly Held Finance/Personnel and Planning Committees Meeting Minutes**

Ms. White asked if attendees request a reading of the minutes or have corrections to the minutes?

Upon hearing no requests or corrections, a motion was made by Mr. Fullenkamp, and seconded by Mr. Mullins to approve the May 20, 2025 meeting minutes. Motion was approved by a voice vote 6-0.

### **Future Board Meeting Action Items**

#### **Action Item #2 – Paratransit Bus Garage Construction**

Mr. Ruzinsky explained the purpose of this procurement is to award a contract to a general contractor that will be responsible for the construction of a new paratransit bus garage and fueling bay.

This garage will serve the purpose of housing and maintaining our fleet of paratransit vehicles, ensuring that we provide reliable and timely service to our community. This project entails the demolition of the 705 Longworth Building, a 58,000 square foot one story building of brick/CMU construction to be replaced by the 701 Longworth, a 67,000 square foot garage of steel frame construction. Additionally, the project includes construction of an adjacent fleet vehicle motor-fuel dispensing facility containing two fueling bays with bus washing facility, modifications to the existing parking lot, landscaping, as well as construction of a new semi fuel truck pull-in area with remote gasoline fill location and underground fuel tanks.

Sealed bids for were solicited through the *Dayton Daily News*, *Dayton Weekly News*, and *Transit Talent*. Invitations for Bid were sent to two hundred sixty (260) firms.

At 11:00 AM on July 3, 2025, five (5) bids were received and publicly opened. The bid results were as follows:

<b>GD 25-23 Paratransit Bus Garage Construction</b>	<b>Bid Total</b>
<b>Arcon Builders</b> Arcanum, OH	\$14,378,170
<b>Ferguson Construction</b> Dayton, OH	\$14,726,126
<b>Graybach LLC</b> Cincinnati, OH	\$15,202,403
<b>Monarch Construction Company</b> Cincinnati, OH	\$15,694,000
<b>AKA Construction, Inc.</b> Brookville, OH	\$18,434,770

MOTION made by Mr. Weckesser and SECONDED by Mr. Williamson that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees a CONTRACT AWARD to Arcon Builders for \$14,378,170, plus a 30% contingency of \$4,313,451 for a grand total of \$18,691,621.

The MOTION was APPROVED by voice vote 6-0.

### **Action Item #3 – Trapeze Maintenance Renewal**

Mr. Prince explained that the purpose of this procurement is to award a contract to Trapeze Software Group, Inc. for the continued use of its Intelligent Transportation Systems (ITS) and various transit software solutions and a change order to the current Trapeze Agreement. Greater Dayton RTA uses Trapeze software to manage a broad range of operational functions including scheduling, dispatching and paratransit coordination. The Trapeze platform is composed of 19 integrated modules, tailored to support both fixed-route and paratransit operations. These modules work together to improve service reliability, operator efficiency, and data accessibility. These modules include:

- Scheduling and Operations: FX/Blockbuster, FX-Mon, INFO-Agent, INFO-Com, INFO-Com Web, INFO-Web, OPS, OPS-Mon, OPS-SIT, OPS-WFM, OPS-Web, and DriverMate.
- Paratransit Services: PASS, PASS-Sus, PASS-Mon, PASS-Cert, PASS-Info-Server, PASS-Web
- Asset Management: EAM (Enterprise Asset Management)

The total costs for each module are detailed below:

<b>Proposed Pricing</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Option Year 1</b>	<b>Option Year 2</b>	<b>4-Year Total</b>
FX/Blockbuster	\$86,435	\$90,757	\$95,295	\$100,059	\$372,546
FX-Mon	22,764	23,902	25,097	26,352	98,115
INFO-Agent	36,568	43,881	48,269	53,096	181,814
INFO-Com	9,902	10,397	10,917	11,463	42,679
INFO-Com Web	2,358	2,830	3,113	3,424	11,725
INFO-Web	15,424	16,195	17,005	17,855	66,479
PASS	34,834	37,621	40,631	43,881	156,967
PASS-Sus	6,241	6,740	7,280	7,862	28,123
PASS-Mon	41,729	45,067	48,672	52,567	188,035
PASS-Cert	7,838	8,465	9,142	9,874	35,319
PASS-Info-Server	24,047	25,971	28,048	30,292	108,358
PASS-Web	14,587	15,754	17,014	18,375	65,730
DriverMate	14,411	15,564	16,809	18,154	64,938
OPS	72,769	78,591	84,878	91,668	327,906
OPS-SIT	10,057	10,862	11,730	12,669	45,318
OPS-Mon	25,119	27,129	29,298	31,643	113,189
OPS-WFM	17,444	18,840	20,347	21,974	78,605
OPS-Web	14,723	15,901	17,172	18,547	66,343
EAM	67,577	70,956	74,504	78,229	291,266
<b>Total</b>	<b>\$524,827</b>	<b>\$565,423</b>	<b>\$605,221</b>	<b>\$647,984</b>	<b>\$2,343,455</b>

A cost analysis was performed to evaluate the reasonableness of the proposed pricing. The analysis showed that the annual increases are in line with industry norms and consistent with historical pricing for similar software modules.

In addition to the contract renewal, RTA is also seeking approval for a change order to the current Trapeze agreement in the amount of \$120,000. This change is for the addition of two modules, whose costs have just surpassed the \$100,000 threshold. These modules, OPS-Mon and OPS-WFM, were not part of the original award but essential to improving workforce scheduling.

MOTION made by Mr. Weckesser and SECONDED by Mr. Williamson that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees a CONTRACT AWARD to Trapeze Software Group, Inc., for the renewal of the Trapeze Maintenance Agreement for a two-year base contract of \$1,090,250 with two one-year options totaling \$605,221 and \$647,984, respectively. With the change order of \$120,000 for the addition of the OPS modules, the grand total for this award is \$2,463,455.

The MOTION was APPROVED by voice vote 7-0.

#### **Action Item #4 – Microsoft Enterprise Agreement**

Mr. Prince explained that the purpose of this procurement is to award a three-year contract to SHI International Corp. for a Microsoft Enterprise Agreement. This agreement will provide comprehensive licensing for Microsoft products and services across the agency.

The Enterprise Agreement supports essential functions across the agency, including email communication, document management, collaboration, identity management, and endpoint protection. The agreement also includes technical support and upgrade rights, enabling IT staff to maintain system continuity and respond efficiently to evolving technology and cybersecurity demands. This contract ensures RTA has access to the most current software versions and is compliant with licensing requirements.

<b>Microsoft Enterprise Agreement Pricing</b>	<b>Cost</b>
Year 1	\$184,327
Year 2	\$184,327
Year 3	\$184,327
Contingency - 10%	\$55,298
<b>Three-year Contract Total</b>	<b>\$608,279</b>

Pricing for the agreement is through SHI International Corp. using the State of Ohio's State Term Schedule. A cost analysis was performed and found the pricing to be fair and reasonable when compared with other enterprise licensing structures used by public-sector agencies of similar size and scope. The agreement structure provides predictable annual costs and avoids the need for individual license management. Local funds will be used to support this procurement.

MOTION made by Mr. Weckesser and SECONDED by Mr. Fullenkamp that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees a CONTRACT AWARD to SHI International Corp. for a Microsoft Enterprise Agreement in the amount of \$184,327 annually for a three-year term with a 10% contingency of \$55,298 for a grand total of \$608,279.

The MOTION was APPROVED by voice vote 7-0.

#### **Customer and Business Development Update**

Mr. Policicchio stated a report was included in today's meeting packet. Mr. Policicchio also shared updates regarding RTA's recent IT audit, and upcoming service changes for August 31, 2025.

### **May 2025 Financial Report**

Ms. Stanforth stated the May 2025 Financial Report was provided in today's meeting packet. Total revenues are \$1.6 million over budget as a result of higher passenger fares, interest and sales tax. Total expenses are \$2.6 million under budget because of lower wages & fringe benefits, services, materials & supplies, purchased transportation and miscellaneous expense. RTA's service gain after local capital charge is \$2.2 million, which compares to a budgeted loss of \$2.0 million.

### **Small Purchasing Information**

Ms. Howard stated the Small Purchasing Information was included in today's meeting packet.

### **Chief Executive Officer's Report**

Mr. Ruzinsky had no further updates to provide.

### **Request for Executive Session**

MOTION was made by Ms. White and SECONDED by Mr. Lumpkin to RECESS into Executive Session for the purpose of discussing a potential threat of litigation. No action will be taken following the Executive Session.

### **ROLL CALL was taken:**

Ms. White -	Yes
Mr. Dupler -	No - Excused
Mr. Fullenkamp -	Yes
Mr. Lumpkin -	Yes
Ms. Matthews-Stenson -	Yes
Ms. Miller -	No - Excused
Mr. Mullins-	Yes
Mr. Weckesser -	Yes
Mr. Williamson -	Yes

The MOTION was APPROVED 7-0.

The meeting RECESSED into Executive Session at 9:09 a.m.

### **Reconvene to Regular Session**

MOTION made by Ms. White and SECONDED by Mr. Lumpkin to RECONVENE into Regular Session.

### **ROLL CALL was taken:**

Ms. White -	Yes
Mr. Dupler -	No - Excused
Mr. Fullenkamp -	Yes
Mr. Lumpkin -	Yes
Ms. Matthews-Stenson -	Yes
Ms. Miller -	No - Excused
Mr. Mullins-	Yes
Mr. Weckesser -	Yes
Mr. Williamson -	Yes

The MOTION was APPROVED 7-0.

The regular meeting RECONVENED at 9:42 a.m.

**Next Meeting**

The upcoming jointly held Finance/Personnel and Planning Committee meeting is scheduled for August 19, 2025.

**Adjournment**

Ms. White declared the meeting ADJOURNED at 9:43 a.m.

**ATTEST**

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**Sharon D. White, Chair**

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**Brandon Policicchio, Committee Secretary**

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ATTEST



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Sharon D. White, Chair



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Brandon Policicchio, Committee Secretary