



**The Greater Cleveland
Regional Transit Authority**

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MEETING NOTICE

Notice is hereby given that the following meeting of the Board of Trustees of the Greater Cleveland Regional Transit Authority will take place on **Tuesday, March 3, 2020** in the Board Room of the Authority, 1240 West Sixth Street, Cleveland, OH 44113 for consideration of the listed items and such other items that may properly come before the Board and be acted upon.

India L. Birdsong
General Manager,
Chief Executive Officer

9:00 A.M.

Organizational, Services & Performance Monitoring Committee

- Paratransit Program Update – Presentation to provide an update on the Authority's Paratransit Program.
- RFP Procurement:
 - Maintenance Services and Leasing of Radial Tires – Presentation on negotiated competitive procurement for tire and wheel maintenance services and leasing of radial tires for GCRTA's fleet of coaches.

Operational Planning & Infrastructure Committee

- IFB Procurement:
 - Light Rail Track Rehabilitation from Kinsman to Buckeye-Woodhill - Presentation on a competitive procurement for the rehabilitation of the light rail tracks from Kinsman to Buckeye-Woodhill

Committee of the Whole

- Title VII Program - Presentation to provide an update on the Title VII Program establishing the Greater Cleveland Regional Transit Authority 2020-2024 Affirmative Action Goals for Equal Employment Opportunity.
- Executive Session Requested:
 - To conduct discussions with GCRTA's General Counsel concerning disputes involving GCRTA that are the subject of pending or imminent court action, and
 - To consider the purchase of property for public purposes or the sale of property at competitive bidding.

India L. Birdsong
General Manager, Chief Executive Officer

ILB:tab
Attachment

AGENDA

RTA ORGANIZATIONAL SERVICES & PERFORMANCE MONITORING COMMITTEE

Tuesday, March 3, 2020

Committee Members: Rev. Charles P. Lucas, Chair
 Mr. Justin M. Bibb
 Mayor Michael P. Byrne
 Mr. Leo Serrano
 Mayor David E. Weiss


- I. Roll Call
- II. Paratransit Program Update – Presentation to provide an update on the Authority's Paratransit Program. (*Nick Davidson*)
- III. RFP Procurement
 - Maintenance Services and Leasing of Radial Tires – Presentation on negotiated competitive procurement for tire and wheel maintenance services and leasing of radial tires for GCRTA's fleet of coaches. (*Dan Kerg, Ted Pickett*)
- IV. Adjourn



Greater Cleveland
Regional Transit Authority

Interoffice Memo

To: Mayor Dennis M. Clough, President
and Members, Board of Trustees

From: India L. Birdsong
General Manager, Chief Executive Officer 

Date: February 27, 2020

Subject: Paratransit Operations Improvements

At the March 3, 2020 Organizational, Services & Performance Monitoring Committee meeting, staff will present an update on the Paratransit Operations Improvements.

Please call me if you have any questions or require additional information prior to Tuesday's meeting.


IB/ND



Greater Cleveland
Regional Transit Authority

Interoffice Memo

To: Mayor Dennis M. Clough, President
and Members, Board of Trustees

From: India L. Birdsong
General Manager, Chief Executive Officer 

Date: February 27, 2020

Subject: Summary of Proposed Award- Tire and Wheel Maintenance Services and
Leasing of Radial Tires for a Five-Year Period

This is a RFP procurement for a qualified vendor to provide the Authority with tire and wheel maintenance services and the leasing of radial tires for a period of five years.

At the March 3, 2020, Organizational, Services & Performance Monitoring Committee meeting, we will make a presentation of the RFP procurement process and staff recommendation for contract award. Attached is the summary for this contract award. We will be requesting that the Organizational, Services & Performance Monitoring Committee recommend the award of this contract at the March 24, 2020 meeting of the Board of Trustees.

Please call me if you have any questions or require additional information prior to Tuesday's meeting.

IB/MD
Attachment

AGENDA

RTA OPERATIONAL PLANNING & INFRASTRUCTURE COMMITTEE

Tuesday, March 3, 2020

Committee Members: Mr. Terence P. Joyce, Chair
Rev. Charles P. Lucas, Vice Chair
Mayor Michael P. Byrne
Ms. Karen Gabriel Moss
Ms. Luz N. Pellot
Mr. Leo Serrano


- I. Roll Call
- II. IFB Procurement
 - Light Rail Track Rehabilitation from Kinsman to Buckeye-Woodhill – Presentation on a competitive procurement for the rehabilitation of the light rail tracks from Kinsman to Buckeye Woodhill. (*Christopher Coppock, Jonathan Laule*)
- IV. Adjourn



Greater Cleveland
Regional Transit Authority

Interoffice Memo

To: Mayor Dennis M. Clough, President
and Members, Board of Trustees

From: India L. Birdsong
General Manager, Chief Executive Officer 

Date: February 27, 2020

Subject: Light Rail Track Rehabilitation from Kinsman to Buckeye-Woodhill
Presentation on the Project Scope and Procurement

This is an IFB procurement to provide construction services for Project 52S – Light Rail Track Rehabilitation to Kinsman to Buckeye-Woodhill. At the March 3, 2020 Operational Planning & Infrastructure Committee meeting, we will make a presentation on the project scope, schedule, and the procurement process. As the project is still in the procurement process with bids due on March 9, 2020, this presentation is for the Board's information only and no action will be required.

It is our intention to have the award of this contract on the agenda for the March 24, 2020 meeting of the Board of Trustees, depending on the results of the bid opening.

Please call me if you have any questions or require additional information prior to Tuesday's meeting.

ILB:MJS

AGENDA

RTA COMMITTEE OF THE WHOLE BOARD

Tuesday, March 3, 2020

Committee Members: Mayor Dennis M. Clough (Chairman)
Rev. Charles P. Lucas (Vice Chair)
Mr. Justin M. Bibb
Mayor Michael P. Byrne
Mr. Terence P. Joyce
Ms. Valarie J. McCall
Ms. Karen Gabriel Moss
Ms. Luz N. Pellet
Mr. Leo Serrano
Mayor David E. Weiss


- I. Roll Call
- II. Title VII Program - Presentation to provide an update on the Title VII Program establishing the Greater Cleveland Regional Transit Authority 2020-2024 Affirmative Action Goals for Equal Employment Opportunity. *(Felicia Brooks-Williams)*
- III. Executive Session Requested:
 - To conduct discussions with GCRTA's General Counsel concerning disputes involving GCRTA that are the subject of pending or imminent court action, and
 - To consider the purchase of property for public purposes or the sale of property at competitive bidding.
- IV. Adjourn



Greater Cleveland
Regional Transit Authority

Interoffice Memo

TO: Mayor Dennis M. Clough, President
and Members, Board of Trustees

FROM: India L. Birdsong
General Manager, Chief Executive Officer 

DATE: February 27, 2020

SUBJECT: Quadrennial (2020-2024) Affirmative Action Goals

The Greater Cleveland Regional Transit Authority is a federal grant recipient and is required to conduct a utilization analysis and establish goals to correct any deficiencies with respect to minorities and females in our workforce. As a result, of the analysis, affirmative action goals were set for 2020-2024.

On Tuesday, March 3, 2020, the Committee of the Whole is scheduled to review our proposed Affirmative Action Goals for 2020-2024. If recommended by the Committee of the Whole, a resolution will be presented to the Board of Trustees at the March 24, 2020 meeting.

Review and approval of the proposed Affirmative Action Goals for 2020-2024 will allow the Authority to comply with federal requirements and policy for the employment of women and minorities. Failure to comply may result in the suspension and termination of federal financial assistance.

Attached for your review are the following items:

- Attachment A – Proposed 2020-2024 Affirmative Action Goals
- Attachment B – Workforce Profile
- Attachment C – Description of Job Categories
- Attachment D – Progress Report 2015-2019 Affirmative Action Goals

In addition to setting Affirmative Action Goals, we are establishing internal outreach practices to expand our female and minority recruitment and employment efforts.

IB/FBW/SKB
Attachments

Proposed Affirmative Action Goals for 2020-2024

Attachment A

EEO Job Category	Male							Female						
	White	American Indian/Alaskan Native	Black	Hispanic	Asian	Native Hawaiian/Pacific Islander	2 or More Races	White	American Indian/Alaskan Native	Black	Hispanic	Asian	Native Hawaiian/Pacific Islander	2 or More Races
Officials & Administrators	-	-	-	-	-	-	-	2	-	-	-	-	-	-
Professionals	-	-	-	-	2	-	-	45	-	-	-	3	-	-
Technicians	-	-	-	-	-	-	-	24	-	-	1	1	-	-
Protective Service	-	-	-	-	-	-	-	12	-	-	1	-	-	-
Admin Support	-	-	-	-	-	-	-	51	-	-	-	-	-	-
Semi-Skilled Craft	-	-	-	8	1	-	1	16	-	5	-	-	-	-
Service Maintenance	-	-	-	24	9	-	3	258	-	-	23	10	-	-
TOTAL	-	-	-	32	12	-	4	408	-	5	25	14	-	-

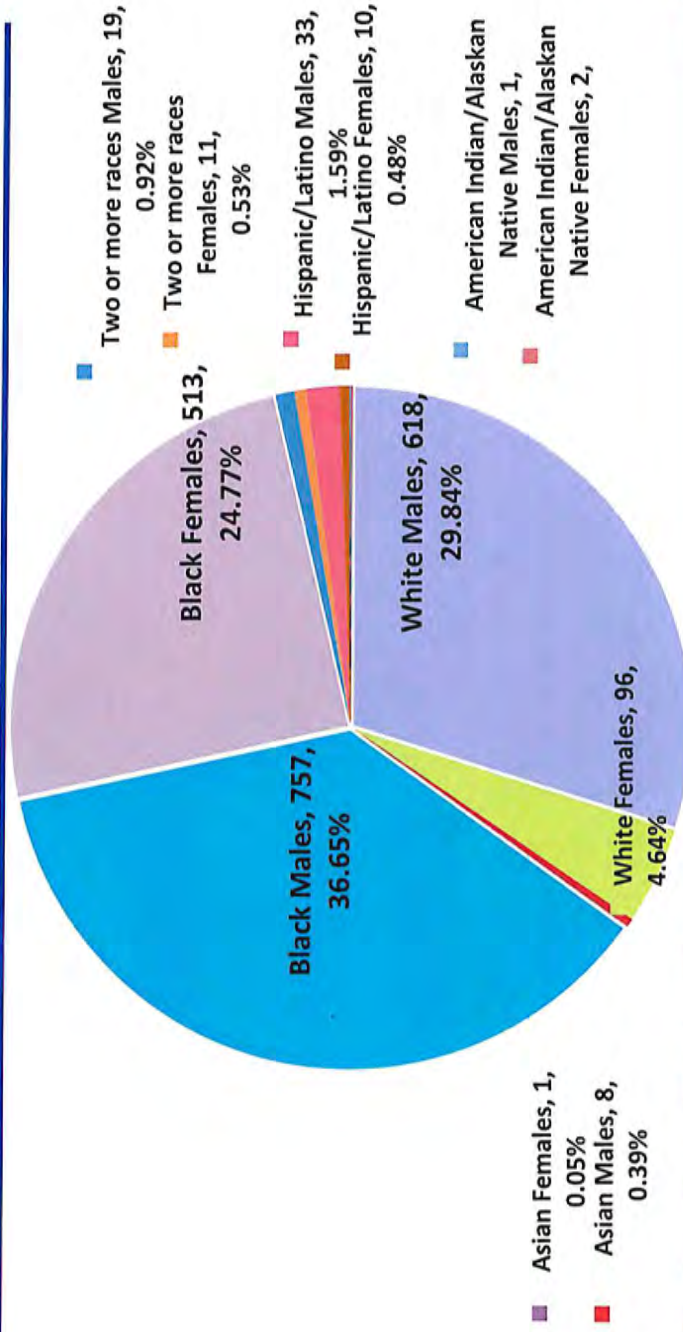
Greater Cleveland Regional Transit Authority



RTA Workforce Demographics

As of January 2020

Total 2069



Greater Cleveland Regional Transit Authority



Description of Job Categories

Job Category	Official/Administrator	Professional	Technician	Protective Services (Sworn)	Administrative Support	Semi & Skilled Craft	Service/Maintenance
State/ Federal Definition	Personnel who set broad policies, exercise over-all responsibility for execution of these policies, direct departments, agencies, bureaus and special projects.	Occupations requiring specialized and theoretical knowledge which is usually acquired through college graduation or the equivalent training and experience.	Occupations which require a combination of basic scientific or technical knowledge and manual skill which can be obtained through post-secondary school education or on-the-job training.	Workers are entrusted with public safety, security and protection.	Workers are responsible for internal and external communication, recording and retrieval of data and/or information and other paperwork.	Workers perform jobs that require special manual skill and a thorough and comprehensive knowledge of the processes involved in the work, which is acquired through on-the-job training and experience, apprenticeship or other formal training programs.	Workers perform duties that result in or contribute to the comfort, convenience, hygiene or safety of the general public or which contribute to the upkeep and care of buildings, facilities or grounds. Workers in this group may operate machinery.
Examples of RTA Jobs	<ul style="list-style-type: none"> • CEO/ General Manager • Deputy General Manager • Executive Director • Director • District Director • Senior Counsel 	<ul style="list-style-type: none"> • Manager, Benefits • Lieutenant • Senior Budget Management Analyst • Engineer, Civil • Supervisor, Payroll • Senior Auditor • Associate Counsel 	<ul style="list-style-type: none"> • Systems Administrator • Telecommunications Technician • Database Administrator • Construction Inspector • Sergeant • Quality Assurance • Maintenance Planner 	<ul style="list-style-type: none"> • Security Guard • Patrol Officer 	<ul style="list-style-type: none"> • Dispatcher • Customer Service Representative • Clerk/ Typist • Station Attendant • Money Handler • Secretary • Claims Investigator • Tower Control 	<ul style="list-style-type: none"> • Equipment Servicer • Body Mechanic • Track Maintainer • Maintenance Leader • Certified Welder • Vehicle Maintenance Instructor 	<ul style="list-style-type: none"> • Operator (Bus) • Operator (Rail) • Laborer • Hostler • Janitor • Stop Sign Maintainer • CRT Operator • Operating Instructor • Service Quality Supervisor

Affirmative Action Goals Progress Report for 2015-2019

EEO Job Category	Affirmative Action Goals			Performance Measure (2015-2019)	
	Minority	Female	Minority	Female	Minority
Affirmative Action:					
Officials/Administrators	--	4	--	11	
Professionals	--	28	--	94	
Technicians	--	29	--	18	
Protective Services	--	4	--	14	
Administrative Support	--	--	--	--	
Semi & Skilled Craft	--	20	--	4	
Service Maintenance	--	106	--	802	
Total	--	191	--	943	

