



## 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 at **9 a.m., Tuesday, September 13, 2022** 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. This meeting will be live streamed on RTA's Board Page [www.RideRTA.com/board](http://www.RideRTA.com/board) via the meeting date for staff and members of the public. Members of the public may attend in person.

Based on Centers for Disease Control ("CDC") guidance to avoid crowded places where you cannot stay 6 feet away from others and Ohio Department of Public Health advice regarding congregating and social distancing, as well as RTA's interest in protecting community and employee health and safety, RTA Board Room and Meeting Room 1 capacity is limited to thirty-six (36) people to allow for social distancing. To accommodate members of the public, RTA will limit the number of staff permitted in the Board Room. All persons entering RTA's Main Office Building ("MOB") at 1240 West 6<sup>th</sup> Street are required to maintain a distance of six feet or more from other individuals who are not members of their family or household.

As a result of a federal court order on April 18, 2022, the CDC's January 29, 2021 order requiring masks on public transportation conveyances and at transportation hubs is no longer in effect. The CDC continues to recommend that people wear masks in indoor public transportation settings at this time. As a result, GCRTA recommends, but will not require, that members of the public wear a mask/face covering.

The meeting package will be posted on RTA's website at ([www.riderta.com/board](http://www.riderta.com/board)), on RTA's Facebook page, and RTA's Twitter page.

### Organizational, Services & Performance Monitoring Committee

- RFP Procurement - A presentation of a competitive negotiated procurement for a new Consolidated Train Dispatch System.
- State Contract - A presentation of a competitive procurement for the purchase of twenty paratransit coaches off the State of Ohio Cooperative Purchasing Program.

### Operational Planning & Infrastructure Committee

- IFB Procurement - A presentation of a competitive procurement for the rehabilitation of the Waterfront Line Bridge.
- CMUSD Agreement – To discuss the agreement to renew the U-Pass Program with Cleveland Municipal School District.
- TOD Update – Update on Transit Oriented Development.

### Committee of The Whole

- Code Book Updates
  - A request to amend Code Book Section 642.09 and Personnel Policy 300.05 Relocation Assistance
  - A request to remove Sections 628.05 Housing Allowance, 642.05 Employment at Will, 642.06 Employee Selection, 642.07 Employment of Relatives and 642.08 Employment Eligibility Verification from the Code Book as duplicates of Personnel Policies 400.17, 300.01, 300.02, 300.03 and 300.04



India L. Birdsong Terry  
General Manager, Chief Executive Office

## AGENDA

### RTA ORGANIZATIONAL, SERVICES & PERFORMANCE MONITORING COMMITTEE

Tuesday, September 13, 2022

Committee Members: Mayor Anthony D. Biasiotta, Chair  
Ms. Karen Gabriel Moss, Vice Chair  
Mayor David E. Weiss  
Ms. Lauren R. Welch

I. Roll Call

II. RFP Procurement - A presentation of a competitive negotiated procurement for a new Consolidated Train Dispatch System.

Presenter(s):

- Robert Piggery, Engineering Project Manager, Electrical
- Shawn Becker, Program Contract Manager

III. State Contract - A presentation of a competitive procurement for the purchase of twenty paratransit coaches off the State of Ohio Cooperative Purchasing Program.

Presenter(s):

- Dan Dietrich, Director of Fleet Management
- Glenville Manning, Contract Administrator

IV. Adjourn



Greater Cleveland  
Regional Transit Authority

Interoffice Memo

To: Rev. Charles P. Lucas, President  
and Members, Board of Trustees

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

Date: September 8, 2022

Subject: Summary of Proposed Award – Consolidated Train Dispatch System (“CTDS”)

This is a competitive negotiated procurement for the purchase of a new Consolidated Train Dispatch System.

At the September 13, 2022, Organizational, Services & Performance Monitoring Committee meeting, we will make a presentation of the 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 September 20, 2022 meeting of the Board of Trustees.

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


IBT/MD  
Attachment



Greater Cleveland  
Regional Transit Authority

Interoffice Memo

To: Rev. Charles P. Lucas, President  
and Members, Board of Trustees

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

Date: September 8, 2022

Subject: Summary of Award – Purchase of 20 Paratransit Coaches

This is a competitive procurement off the State of Ohio, Department of Transportation, Cooperative Purchasing Program for 20 Paratransit coaches that will replace vehicles that have exceeded their useful life.

At the September 13, 2022, Organizational, Services & Performance Monitoring Committee meeting, we will make a presentation of the 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 September 20, 2022 meeting of the Board of Trustees.

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

IBT/MD  
Attachment

## **SUMMARY OF AWARD Paratransit Vehicles**

### **PROJECT OVERVIEW:**

The Greater Cleveland Regional Transit Authority has a need to replace 20 Paratransit vehicles. The Board of Trustees approved Resolution 2021-52 with Myers Equipment Corp. for the purchase of 10 El Dorado Paratransit coaches under Contract No. 2021-064. Due to supply chain and manufacturing issues, the contract was canceled. Due to not receiving the 10 replacement Paratransit coaches in 2021, a new contract is needed. The Authority requires an additional 10 replacement coaches for 2022. These vehicles were purchased in 2013 and 2015 and have reached their useful life. The vehicles are used to provide Paratransit demand service. The new vehicles will provide safe, reliable, and cost-effective service.

### **PROCUREMENT OVERVIEW:**

The Board of Trustees has authorized the General Manager, Chief Executive Officer to utilize the Cooperative Purchasing Program by Resolution No. 2004-076. This allows the Authority to place orders against State of Ohio, Department of Transportation, contracts. Under Ohio Revised Code Section 306.43(H)(4), competitive procedures are not required when the purchase of goods or services is made from another political subdivision, public agency, public transit system, regional transit authority, the state, or the federal government, or as a third-party beneficiary under a state or federal procurement contract, or as a participant in a department of administrative services contract under division (B) of Section 125.04 of the Revised Code. The Cooperative Purchasing Program includes contracts for Paratransit coaches:

GCRTA will purchase 20 Paratransit coaches from Western Reserve Coach Sales, Inc. under State Contract No. 248-22. The State of Ohio awarded this contract as a result of a competitive solicitation.

Per federal regulations, the Office of Business Development does not conduct Affirmative Action reviews or establish goals on procurements included in the State Cooperative Purchasing Program.

### **CLIENT BASE:**

Current customers include, but are not limited to, the following:

- Portner Motors & Leasing
- Shaker Auto Lease
- LED Transportation
- Midwest Innovations
- Stark County Koala Kruizers

This resolution will request authorization to purchase 20 Paratransit coaches from Western Reserve Coach Sales, Inc. at a unit price of \$122,744.00, for a total contract price not to exceed \$2,454,880.00.

## AGENDA

### RTA OPERATIONAL PLANNING & INFRASTRUCTURE COMMITTEE


Tuesday, September 13, 2022

Committee Members:                    Ms. Lauren R. Welch, Chair  
   Ms. Karen Gabriel Moss, Vice Chair  
   Mr. Terence P. Joyce  
   Ms. Luz N. Pellot

- I.        Roll Call
- II.       IFB Procurement – A presentation of a competitive procurement for the rehabilitation of the Waterfront Line Bridge.  
  
          Presenters:
  - Kirk Dimmick, Engineering Project Manager - Bridges
  - Lou Catalusci, Contact Administrator – Construction and Engineering
- III.      CMSD Agreement – To discuss the agreement to renew the U-Pass Program with Cleveland Municipal School District.  
  
          Presenter:
  - John Togher, Director – Accounting
- IV.      TOD Update – Update on Transit Oriented Development.  
  
          Presenters:
  - Maribeth Feke, Director – Programming & Planning
  - Patrick Hewitt – Cuyahoga County Planning Commission
  - Matt Moss – City of Cleveland, Planning Commission
- V.        Adjourn



To: Rev. Charles P. Lucas, President  
and Members, Board of Trustees

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

Date: September 8, 2022

Subject: Rehabilitation of the Waterfront Line Bridge  
Discussion of contractor recommendation

At the September 13, 2022, Operational Planning & Infrastructure Committee meeting, staff will present a summary of the recommendation for award of a construction contract for the Waterfront Line Bridge Rehabilitation. The Waterfront Line Bridge carries GCRTA light rail train tracks over the New York – Chicago main lines of Norfolk Southern and Front Avenue. The structure connects the Waterfront Line to Tower City, GCRTA's downtown Cleveland rail hub and transportation center.

This rehabilitation project includes repair and strengthening of the segmental concrete bridge spans, reconstruction of the track on the bridge and approaches, repair to the mechanically stabilized earth (MSE) walls supporting the rail approaches and removal/reset of signal elements within the project site.

The Summary of Proposed Award is attached.

Staff will request that the Operational Planning and Infrastructure Committee recommend award of the construction contract to the full Board for approval at the September 20, 2022, meeting.

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

IBT:kdd

Attachment

**SUMMARY OF AWARD**  
**Waterfront Line Bridge Rehabilitation**

**PROJECT OVERVIEW:**

This Waterfront Line Bridge Rehabilitation consists of strengthening, repairing, and painting portions of the Post Tensioned Segmental Concrete Bridge, rail replacements on the bridge and approaches, and repair to the Mechanically Stabilized Earth (MSE) walls supporting the approaches crossing over Front Ave, NS Railroad in the east bank of the flats and through the Port of Cleveland. Related signal system elements will be adjusted and reset as needed for proposed rehabilitation work.

**PROCUREMENT OVERVIEW:**

The Invitation for Bid ("IFB") for Project 27Z –Waterfront Line Bridge Rehabilitation was issued on July 18, 2022. The necessary legal notice was published in the Plain Dealer and Call & Post newspapers. The Invitation for Bid was also published on the RTA web site.

The Invitation for Bid ("IFB") was accessed and/or downloaded from the web site by sixty-seven (67) interested parties. Two (2) responsive bids were received and opened on August 25, 2022 as follows:

<b>Company Name</b>	<b>Total Base Bid</b>
The Great Lakes Construction Co.	\$8,481,900.00
The Ruhlin Company	\$9,642,020.00

The Basis of Award is the lowest responsive bid from a responsible bidder for the Total Base Bid price. The Great Lakes Construction Co. was determined to be a responsive and responsible bidder.

**RECOMMENDATION:**

The Office of Business Development has set a 12% DBE participation goal for this project. The Great Lakes Construction Co. intends on using Flatrock, LLC, Intelligent Polymer Solutions, LLC, JPCO, Inc., RAR Contracting Co., Inc., and Rockport Ready Mix, Inc. to meet this goal.

A resolution will request authorization to issue a contract to The Great Lakes Construction, Co. for the Waterfront Line Bridge Rehabilitation. The Total Base Bid price of \$8,481,900.00 is 21.19% lower than the Engineer's estimate of \$10,762,219.00. The total award is in an amount not to exceed \$8,481,900.00.






Greater Cleveland  
Regional Transit Authority

Interoffice Memo

To: Rev. Charles P. Lucas, President  
and Members, Board of Trustees

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

Date: September 8, 2022

Subject: Intergovernmental Student Transportation Agreement – CMSD Student Fares

At the September 13, 2022, Operational Planning & Infrastructure Committee meeting, staff will present a summary of the Intergovernmental Student Transportation Agreement with the Cleveland Metropolitan School District for the 2022-2023 school year.

Staff will request that the Operational Planning & Infrastructure Committee recommend this agreement to the full Board for approval and ratification at the September 20, 2022 Board meeting.


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



Greater Cleveland  
Regional Transit Authority

Interoffice Memo

To: Rev. Charles P. Lucas, President  
and Members, Board of Trustees

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

Date: September 8, 2022

Subject: Transit Oriented Development (TOD) Presentation

At the September 13, 2022 Operational Planning & Infrastructure meeting, a presentation will be made by planners from GCRTA, Cuyahoga County Planning Commission, and City of Cleveland Planning Commission on Transit Oriented Development. GCRTA has been working collaboratively with the Cuyahoga County Planning Commission and the City of Cleveland on a TOD plan that identifies the opportunities and the constraints in developing these types of projects in communities within Cuyahoga County.

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

IBT/MBF

## AGENDA

### RTA COMMITTEE OF THE WHOLE BOARD

Tuesday, September 13, 2022

Committee Members:      President Charles P. Lucas, Chair  
                                 Ms. Karen Gabriel Moss, Vice Chair  
                                 Mayor Anthony D. Biasiotta  
                                 Mr. Terence P. Joyce  
                                 Mayor Paul A. Koomar  
                                 Ms. Valarie J. McCall  
                                 Ms. Luz N. Pellet  
                                 Mayor David E. Weiss  
                                 Ms. Lauren R. Welch

I.      Roll Call

II.     Code Book Updates

- A request to amend Code Book Section 642.09 and Personnel Policy 300.05 Relocation Assistance
- A request to remove Sections 628.05 Housing Allowance, 642.05 Employment at Will, 642.06 Employee Selection, 642.07 Employment of Relatives and 642.08 Employment Eligibility Verification from the Code Book as duplicates of Personnel Policies 400.17, 300.01, 300.02, 300.03 and 300.04

Presenter:

- Dawn Tarka, Associate Counsel


III.    Adjourn



Greater Cleveland  
Regional Transit Authority

Interoffice Memo

To: Rev. Charles P. Lucas, President  
and Members, Board of Trustees

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

Date: September 8, 2022

Subject: Human Resources Code Update

At the September 13, 2022 Committee of the Whole meeting, staff will present proposed revisions to the Authority's Human Resources Code.

The proposed revisions to the policies include:

1. Amend Code Book Section 642.09 and Personnel Policy 300.05 Relocation Assistance
2. Remove Sections 628.05 Housing Allowance, 642.05 Employment at Will, 642.06 Employee Selection, 642.07 Employment of Relatives and 642.08 Employment Eligibility Verification from the Code Book as duplicates of Personnel Policies 400.17, 300.01, 300.02, 300.03 and 300.04

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

Attachments: Red-lines of Code Book Sections 642.09, 628.05, 642.05, 642.06, 642.07, 642.08 and Personnel Policy 300.05

IBT/dmt

#### 642.09 RELOCATION ASSISTANCE.

(a) ~~It is the policy of the~~The Greater Cleveland Regional Transit Authority ~~to will~~ provide equitable reimbursement of relocation expenses to newly hired management and professional employees (Grade 28 or above) hired from outside the Greater Cleveland area.

~~(b) This policy is established pursuant to Ohio R.C. 306.31, 306.34 and 306.35, and Article II, Section 8, Article IV, Sections 1, 3 and 8 and Article VIII, Sections 1, 4 and 7 of the Bylaws of the Authority.~~

~~(c) To be eligible for relocation assistance, a new employee must meet the guidelines established by the Internal Revenue Service for the deduction of moving expenses on annual income taxes. Applicable taxes will be deducted from the employee's wages for any reimbursement made by the Authority that are not entitled to deduction based on the Internal Revenue Service Code. The position for the new employee must be at least Grade 28 or above under the Authority's job classification system in order to qualify for relocation expense payment.~~

~~(d)~~(b) The ~~CEO/General Manager, Chief Executive Officer~~ may, in special circumstances, negotiate relocation assistance for ~~perspective~~prospective employees in a ~~lower~~ grade classification below Grade 28.

~~(e) The Authority will pay for moving the new employee's household goods to a new residence in the Greater Cleveland area within a radius of fifty miles of downtown Cleveland, including packaging and crating expense, all transportation charges and reasonable insurance for household goods charges.~~

(Res. 2013-95. Passed 9-17-13. Res. 2022-XX. Passed 9-XX-22. Ref. Personnel Policy 300.05)

~~628.05 — HOUSING ALLOWANCE.~~

~~(a) — It is the policy of the Greater Cleveland Regional Transit Authority to permit the General Manager, Secretary-Treasurer to negotiate a housing allowance for newly hired professionals and managerial exempt salaried employees who reside outside the Cleveland area and are subject to an employment contract or memorandum of employment with the Authority.~~

~~(b) — This policy is established pursuant to Ohio R.C. 306.31, 306.34 and 306.35 and Article II, Article IV, and Article VII of the Bylaws of the Authority. To be eligible for a monthly allowance, the position for the new employee must be at least Grade 28 or above according to the Authority's job classification system in order to qualify for a housing allowance.~~

~~(c) — The CEO/General Manager may, in special circumstances, negotiate a housing allowance for perspective employees in a lower grade classification.~~

~~(d) — The amount of housing allowance shall not exceed a maximum dollar amount of two thousand dollars (\$2,000) per month and shall not exceed a period of thirty-six months from the effective date of employment.~~

~~(e) — Payments for housing allowances authorized by this policy shall be made on a bi-weekly basis in accordance with established authority payroll procedures.~~

~~(f) — The employee is responsible for compliance with all applicable Federal, State and local tax laws.~~

~~(g) — If the employee decides to relocate to the Greater Cleveland area during the term of employment, the housing allowance shall end.  
(Adopting Resolution; Res. 1999-147. Passed 10-26-99; Res. 2012-84. Passed 9-18-12; Res. 2013-95. Passed 9-17-13.)~~

~~642.05 EMPLOYMENT AT WILL.~~

~~Employment at GCRTA for all non-bargaining employees is at will. That is, either the employee or the Authority may terminate the employment relationship at any time, with or without cause. The at-will relationship remains in full force and effect notwithstanding any statement to the contrary made by company employees or set forth in any documents.~~

~~(Res. 2001-119. Passed 8-21-01.)~~

~~642.06 EMPLOYEE SELECTION.~~

~~It is the policy of the Authority to fill positions with the most qualified applicants internally and externally.~~

~~(Res. 2001-119. Passed 8-21-01.)~~

~~642.07 EMPLOYMENT OF RELATIVES.~~

~~(a) The Authority extends equal consideration to all applicants and candidates for employment. Neither positive nor negative weight shall be considered when a relationship exists with another Authority employee. For this policy, "relationship" includes members of the employee's immediate family.~~

~~(b) To preclude actual favoritism or the appearance of favoritism in the employment relationship, no employee shall take any part in the selection process for a position for which a relative is an applicant. Employees shall not be assigned to a position where the employee shall be working for a member of the immediate family at any time of supervision. Employees shall not work in a position where relatives are in the fiduciary chain of approval for accounting of property or expending money.~~

~~(c) For purposes of this policy, "immediate family" shall mean spouse, children, parents, grandparents, brothers, sisters, grandchildren or any person related by blood or marriage, or relative residing in the same household.~~

~~(Res. 2001-119. Passed 8-21-01.)~~

~~642.08 EMPLOYMENT ELIGIBILITY VERIFICATION.~~

~~In accordance with the Immigration Reform and Control Act of 1986, the Authority is committed to employ only United States citizens and aliens lawfully authorized to work in the United States.~~

~~(Res. 2001-119. Passed 8-21-01.)~~

### 300.05 RELOCATION ASSISTANCE

~~It is the policy of the~~The Greater Cleveland Regional Transit Authority ~~to will~~ provide equitable reimbursement of relocation expenses to newly hired management and professional employees hired from outside the Greater Cleveland area.

~~This policy is established pursuant to Ohio R.C. 306.31, 306.34 and 306.35, and Article II, Section 8, Article IV, Sections 1, 3 and 8 and Article VIII, Sections 1, 4 and 7 of the Bylaws of the Authority.~~

To be eligible for relocation assistance, a new employee must meet the guidelines established by the Internal Revenue Service for the deduction of moving expenses on annual income taxes. Applicable taxes will be deducted from the employee's wages for any reimbursement made by the Authority that are not entitled to deduction based on the Internal Revenue Service Code. The position for the new employee must be at least Grade 28 or above under the Authority's job classification system in order to qualify for relocation expense payment.

The ~~CEO/General Manager,~~ Chief Executive Officer may, in special circumstances, negotiate relocation assistance for ~~perspective-prospective~~ employees in a ~~lower~~ grade classification below Grade 28.

The Authority will pay for moving the new employee's household goods to a new residence in the Greater Cleveland area within a radius of 50 miles of downtown Cleveland, including packaging and crating expense, all transportation charges and reasonable insurance for household goods charges.