

Minutes

RTA Organizational, Services and Performance Monitoring Committee Meeting

9:41 a.m., August 6, 2019

Committee: Lucas (Chair), Bibb

Other Board members: Byrne, Clough, McCall, Moss, Welo

Not present: Joyce, Serrano

Also Present: Anderson, Astolfi, Bencs, Bitto, Burney, Caver, Ciesla, Cranford, Dangelo, Draper, Feliciano, Ferraro, Fields, Garofoli, Gibbons, Gillan-Shafron, Gray, Haer, Hershman, Jaszczak, Johnson, Jones, Kirkland, Laule, Lewis, Lincoln, Loh, Macko, Mills, Montgomery, Penning, Pinkney-Butts, Richardson, Rusnov, Schipper, Scruggs, Sims, Stocking, Sutula, Tarka, Togher, Tucker, Uhas, Wilson, Winn, Woodford, Young, Zeller

Rev. Lucas called the meeting to order at 9:41 a.m. The secretary called the roll and reported that two (2) committee members were present. Mayor Clough appointed himself to the committee for voting purposes.

Van Pool Program

Jeff Macko, planner III, made the presentation. This presentation is to update the board on the van pool program prior to selecting a vendor next month to continue the program. The program markets and provides vans to people who can commute together on a regular basis to and from work in a group larger than five. The FTA recognizes van pools as an alternative mode of transportation. Each vanpool must meet at least one of the following criteria. The destination (work site or school) is within Cuyahoga County or the driver and all the riders are Cuyahoga County residents. A driver volunteers and one or two alternative drivers are identified. The contractor provides the van, insurance and maintenance. RTA provides the subsidy per van mile, while the remainder of the cost is shared between the riders. The schedule is set by the group. An example of a current van pool is a group of seven Louis Stokes VA workers who live near each other in the Akron area that work similar shifts. The workers organize the van pool with the contractor. The primary driver keeps the van at their residents and picks up the other riders either at their home or at a set location and they travel to work together. They ride back together when the shift is complete.

Each month the van miles are reported from the contractor to RTA and in turn reported to FTA for funding formulas. The van pool offers an additional mode to the RTA service profile. Van pools can be used to serve locations off network. Employers are able to subsidize the program for employees that wish to join. The van pool data is reported to the NTD, which will result in higher formula grants to RTA. The program is cost neutral to RTA. The current contract was awarded to vRide, which was then taken over by Commute with Enterprise in mid-2017. The current contract began October 2016 with the first five vans going into service February 2017 with moderately slow growth. In 2019 there is 18 vans. The current three-year contract will end this October. Ridership was flat throughout the first two years. Over the first six months of this year, ridership has increased to 3,500 rides per month. To continue to offer the van pool service, a new contract is needed. The RFP was issued June 24. Proposals were received July 25. The evaluation of the proposals is currently underway. They anticipate an award of a contract at the September Board Meeting.

Mr. Bibb ask what is causing the spike in ridership and number of vans and if the program is being marketed to existing businesses in the county looking for alternative modes of transportation for their

employees. Jeff said the contractor does marketing events throughout the county. They are working with the VA, resulting in an increase in vans at the VA. They are targeting other businesses. The contractor provides a monthly status update of businesses they have marketed to. They haven't had success in landing additional business due to loops in Legal and HR. Mr. Bibb asked how much RTA charges the employers to use the service. Jeff said the price is set by the contractor. RTA provides the subsidy to the contractor. Employers have reached out to Mr. Bibb about alternative transit opportunities. This could be an alternative revenue stream as ridership and coverage is addressed in the Pillar Studies. Dr. Caver asked that Mr. Bibb share the names of the employers. Rev. Lucas ask if the vehicles are periodically checked. Jeff said he can get the information on the maintenance.

Dr. Caver added that this is informational only. It's being presented early as they were awaiting confirmation on the Sept. meeting. It was also an introduction for the new board members. Prices will be available by next month's meeting.

RFP Procurement for CNG Compressors at Triskett Garage

Steve Hershman, mechanical engineering project manager and Jonathan Laule, contract administrator, made the presentation. The scope of services is to modify the Triskett site for this new compressor station to provide CNG gas for the incoming buses. It will supply equipment to fuel a fleet of 90 buses with a potential expansion of up to 120 CNG buses. It will supply an emergency backup generator to ensure the fleet maintains the pull out schedule should there be a power outage. The emergency generator will supply power. The contract will require the contractor to obtain all building and occupancy permits. The contractor will be responsible for interfacing with the City of Cleveland and Factory Mutual to ensure code compliance. The contractor is responsible for quality control of the station design, equipment selection and installation of the parts and components. The contractor will assess and correct any CNG irregularities like water content and gas pressure. They will do acceptance testing and commissioning of the system for presentation to the City of Cleveland for final approval. The contract will include a three year operation and maintenance agreement.

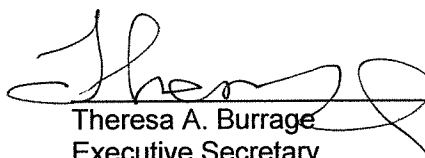
The RFP was issued April 2019. It was accessed by 17 potential vendors and potential subcontractors. Three firms proposed. The evaluation panel consisted of various RTA departments using evaluation criteria. The recommended vendor is Trillium CNG (part of the Love's Family of companies). The DBE Goal is 12%. The Trillium CNG has successfully completed projects for: GCRTA, CAT, WMATA, UTA, OCTA, MBTA and VIA among others. They have over twenty years' experience with CNG facilities. Staff requests that the Organizational, Services and Performance Monitoring Committee recommend award to Trillium CNG for the installation of a CNG fueling station. The base contract is not to exceed \$4,974,113 and the maintenance cost is not to exceed \$300,000 for year one, \$300,000 for year two and \$300,000 for year three for a total contract amount not to exceed \$5,874,113. There is a tremendous cost savings going from diesel to CNG.

Mayor Clough asked if this needs to be recommended today since only two members are in attendance today. He reminded the board that he asked for volunteers to join the committee. He appointed himself so that the chair didn't have to make the motion. It was moved by Mayor Clough, seconded by Mr. Bibb to move this to the full board.

Rev. Lucas adjourned the meeting at 9:56 a.m.



Floun'say R. Caver, Ph.D., Interim CEO
General Manager/Secretary/Treasurer



Theresa A. Burrage
Executive Secretary