



Greater Cleveland
Regional Transit Authority

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riderta.com

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, November 17, 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.

In accordance with House Bill 197 of the 133rd General Assembly, signed by the Governor of the State of Ohio on March 27, 2020, the March 9, 2020 order of the Governor of the State of Ohio declaring a public health emergency and the April 30, 2020 order of the Director of the Ohio Department of Public Health prohibiting any gathering of ten (10) or more people, this meeting will be live-streamed on RTA's Facebook page (www.facebook.com/rideRTA) for staff and members of the public. **Only Board members and required RTA staff will be allowed in the Board Room.** The meeting package will be posted on RTA's website at (www.riderta.com/board), on RTA's Facebook page, and RTA's Twitter page.

9:00 A.M. Operational Planning & Infrastructure Committee

- 2021 Service Plan
 - Presentation on the 2021 Service Plan.

Organizational, Services & Performance Monitoring Committee

- Quarterly Management Report – Review of 3rd quarter 2020 results.

Audit, Safety Compliance And Real Estate Committee

- Internal Audit Quarterly Report - Review of 3rd quarter 2020 audit work.

Board of Trustees Meeting – agenda attached.

A handwritten signature in black ink, appearing to read 'India L. Birdsong', is written over a light blue horizontal line.

India L. Birdsong
General Manager, Chief Executive Officer

ILB:tab
Attachment

AGENDA

RTA OPERATIONAL PLANNING & INFRASTRUCTURE COMMITTEE

Tuesday, November 17, 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. 2021 Service Plan – A presentation on the 2021 Service Plan.

 Presenter:
 - Joel Freilich, Director - Service Management

- III. 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: November 12, 2020

Subject: 2021 Service Management Plan

A handwritten signature in black ink, consisting of the initials 'ILB' in a cursive, stylized font, enclosed within a hand-drawn oval.

At the November 17, 2020, meeting of the Operational Planning & Infrastructure Committee, staff will present the 2021 Service Management Plan (SMP), as required by the Board-adopted Services Code. Each year, the SMP is prepared in close coordination with development of the General Manager's Recommended Budget.

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

ILB/JBF

AGENDA

RTA ORGANIZATIONAL, SERVICES & PERFORMANCE MONITORING COMMITTEE

Tuesday, November 17, 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. Quarterly Management Report – Review of 3rd quarter 2020 results.
 Presenter:
 - India L. Birdsong, General Manager, Chief Executive Office
- III. Adjourn

AGENDA

RTA AUDIT, SAFETY COMPLIANCE AND REAL ESTATE COMMITTEE

Tuesday, November 17, 2020

Committee Members: Ms. Karen Gabriel Moss - Chair
 Rev. Charles P. Lucas - Vice Chair
 Mr. Terence P. Joyce
 Ms. Valarie J. McCall
 Mayor David E. Weiss

- I. Roll Call

- II. Internal Audit Quarterly Report – Review of third quarter 2020 audit work
 Presenter: Anthony Ghanem, Manager of Internal Audit

- III. Adjourn

AGENDA

RTA Board of Trustees Meeting

Tuesday, November 17, 2020

(This meeting will commence after the committee meetings)

- I. Call to order
- II. Roll Call
- III. Certification regarding notice of meeting
- IV. Approval of the Tuesday, October 27, 2020 Board Meeting minutes
- V. Public comments (**2 minutes**) on **agenda items** can be phoned in using the dial in information or submitted via form at www.riderta.com/events by selecting the meeting date:

Phone: 440-276-4600
- VI. Board Governance Committee report
- VII. Operational Planning & Infrastructure Committee report
 - Chair: Mr. Terence P. Joyce
- VIII. Organizational, Services & Performance Monitoring Committee report
 - Chair: Rev. Charles P. Lucas
- IX. Audit, Safety Compliance and Real Estate Committee report
 - Chair: Karen Gabriel Moss
- X. External and Stakeholder Relations and Advocacy Committee report
 - Chair: Valarie J. McCall
- XI. Community Advisory Committee (CAC)
 - Board Liaison: Justin M. Bibb
- XII. Ad Hoc Committee reports
 - Ad Hoc Paratransit Committee – Rev. Charles P. Lucas, Chair
 - Ad Hoc Technology Committee – Justin M. Bibb, Chair
- XIII. Introduction of new employees and announcement of promotions
- XIV. Introduction of resolutions:
 - A. 2020-83 – Authorizing Contract No. 2020-091 with Norfleet Distributors, LLC for the furnishing of Personal Protective Equipment (PPE), as specified and as required, for a period of one year not to exceed \$110,160.00 (General

Fund, Fleet Management Department budget)

- B. 2020-84 – Authorizing Contract No. 2020-100 with MWL Brasil Rodas & Eixos LTDA. for the furnishing of up to 400 28-inch steel wheels for Tokyu Heavy Rail vehicles, as specified and as required, for a period of one year in an amount not to exceed \$335,944.00 (General Fund, Fleet Management Department budget)
- C. 2020-85 – Authorizing Contract No. 2020-125 with Hatzel & Buehler, Inc. for Project 60F – West 30th Street Substation Rehabilitation, in an amount not to exceed \$1,557,327.00 (RTA Development Fund, Engineering & Project Development Department budget)
- D. 2020-86 – Authorizing Contract No. 2020-129 with Electronic Data Magnetics, Inc. for the purchase of magnetic fare media, as required, for a period of three years, with two additional one-year options, in an amount not to exceed \$552,987.00 for the base term and in an amount not to exceed \$184,329.00 for each option year, for a total contract amount not to exceed \$921,645.00 (General Fund, Revenue Department budget)
- E. 2020-87 – Authorizing Contract No. 2020-148 with CBTS, LLC, DBA CBTS Technology Solutions, LLC to provide Next Generation Telephone Service for one year through the State of Ohio, Department of Administrative Services, Cooperative Purchasing Program, for a price not to exceed \$204,602.16 (General Fund, Information Technology Department budget)
- F. 2020-88 – Authorizing an increase to contract no. 2018-090 with Cintas Corporation No. 2 to revise the scope of services for rental and maintenance of shop uniforms in an amount NTE \$300,837.20 for the remaining base contract and in an amount NTE \$150,418.60 for each of two option years, for a new total contract amount NTE \$1,589,105.46 (General Fund, Fleet Management Department budget)
- G. 2020-89 – Repealing Chapters 1084, 1085 and 1086 and enacting a new Chapter 1086 of the Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority
- H. 2020-90 – Authorizing the Greater Cleveland Regional Transit Authority to grant to the Northeast Ohio Regional Sewer District (“NEORS”) a permanent subterranean right-of-way and easement to access and maintain the shoreline storage tunnel on parcel known as Cuyahoga County Permanent Parcel Number 108-16-019, located at the Dupont Bus Loop on Dupont Avenue, Cleveland, Ohio, for the price of \$28,800.00

XV. Interim Secretary-Treasurer's Report:

- A. General Fund Revenue – status as of October 31, 2020 versus 2019 actuals

- B. General Fund Revenue – status as of October 31, 2020 versus the 2020 budget
- C. Sales & Use Tax Receipts Report budgeted during 2020, actual receipts through November 2020 *****TO BE DELIVERED AT A LATER DATE*****
- D. Inventory of Treasury Investments as of October 31, 2020
- E. Debt Service Schedule and Status of Bond Retirement Fund (cash basis) as of October 31, 2020
- F. Summary of Investment Performance, Year to Date through October 31, 2020
- G. Report on Investment Earnings (cash basis) as of October, 2020
- H. Composition of Investment Portfolio as of October 31, 2020

XVI. General Manager's Report

XVII. President's Report

XVIII. Old Business

XIX. New Business

XX. Public comments (**2 minutes**) on **non-agenda items** can be phoned in using the dial in information or submitted via form at www.riderta.com/events by selecting the meeting date:

Phone: 440-276-4600

XXI. The next regular Board meeting is scheduled for **Tuesday, December 15, 2020** in the Board Room of the Authority, Root-McBride Building, 1240 West Sixth Street, Cleveland, Ohio 44113. This meeting will be live-streamed on RTA's Facebook page (www.facebook.com/rideRTA) for staff and members of the public. Only Board members and required RTA staff will be allowed in the Board Room.

XXII. Adjournment

Minutes

RTA Board of Trustees Meeting

9:04 a.m., October 27, 2020

Present: Clough (Chair), Lucas (Vice Chair), Bibb, Byrne, Joyce, McCall, Moss, Pellet, Serrano, Weiss

Not present: None

Also Present: Anderson, Bartolome, Benford, Birdsong, Bitto, Burney, Caver, Dangelo, Davidson, Feliciano, Fester, Fields, Freilich, Garofoli, Gautam, Harris, Johnson, Pickett, Schipper, Talley

Mayor Clough called the meeting to order at 9:04 a.m. The secretary called the roll and reported that ten (10) board members were present. This meeting was conducted by teleconference for members of the Board in accordance with House Bill 197 of the 133rd General Assembly, signed by the Governor of the State of Ohio on March 27, 2020, the March 9, 2020 order of the Governor of the State of Ohio declaring a public health emergency and the April 30, 2020 order of the Director of the Ohio Department of Public Health prohibiting any gathering of ten (10) or more people. This meeting was live-streamed on RTA's Facebook page (www.facebook.com/rideRTA) for staff and members of the public.

The Secretary advised that notice of this meeting have been posted more than twenty-four hours in advance of the meeting, that the usual notification has been given the news media and other interested persons, and that all requirements of the Ohio Revised Code and Rules and Bylaws of this Board regarding notice of meeting have been complied with.

Minutes

Mayor Clough stated that the minutes from the September 1, 2020 Special Board Meeting and September 15, 2020 had been previously distributed and reviewed and asked whether there were any additions and/or corrections. There were no corrections. The minutes were approved.

Rep. Bride Rose Sweeney

Rep. Sweeney represents the 14 House District that includes Ward 16 and 17 of Cleveland, Brookpark, Brooklyn, Parma Heights, and Middleburg Heights. She is in her first term, but is not new to politics or the State House. In her first term, she was appointed to the Finance Committee that hears the transportation budget and authored the \$70 BI state budget. There is not much happening at the State House with the Election around the corner. They have sessions scheduled six days after the Election. Any bill that doesn't get passed at the end of the year will die. A lot is going on with the Pandemic and with Rep. Larry Householder being removed due to bribery charges and a new speaker appointed by a one point margin. This plays a factor in how he is trying to govern. Depending on how the election goes, will dictate the upcoming bills. She is hopeful the delegation stays bipartisan, working towards getting some forward thinking legislation. The capital budget, which is money that is put through the General Revenue Fund and set aside for the off year for state departments to give out capital improvements, is hopeful. She has seen projects creating investment and how much public transit is a part of that. The more they can connect the work that RTA does to fund other projects that impact the bigger picture is important. She is hearing the budget will be less than the original \$150 MI. It is bonded money and not from the GRF.

There will be a new General Assembly with term limits. They have eight-year term limits. It is fast paced. There is an influx of new people who are new at State government. Within the first three

months, they are voting on the Transportation Budget and the \$70 BI biennial budget six months after that. The more RTA and the delegation can stick together in the first six months and be bipartisan, the better. It seems like the make-up of the House is turning into urban versus rural. When they got the historic increase of \$70 MI in the State annual budget, individuals were against it because they don't rely on public transportation in their areas. She referenced an article that said that Columbus, Cincinnati and Cleveland make up more than half of the entire State's economic gross revenue, which is essential. She talked on the House floor about the brain drain in Ohio and how her millennial friends have moved to other states that are more millennial friendly and more transit-friendly.

She will be on the Finance Committee again next General Assembly. Hopefully it will be a different budget. Last year, they saw great bipartisan support because of the increase of the gas tax. They had to come over for Democrat support. She is a Democrat and she agreed to that is for the increase in public transit dollars. She is not sure that will be the same dynamic having the increase already there and having a budget that may be cut compared to the last biennial budget where before COVID they had more revenues coming in. The fight was about where to invest and where to cut. She asked for helping keep the Cuyahoga County delegation strong and bipartisan.

Mayor Clough thanked her for her continued support. A number of representatives in the State have recognized the importance of public transit and RTA has received funds in the past and want to stay in line to receive these funds. Ms. Birdsong asked if there are any recommendations that can help support her mission in the House. Rep. Sweeney emphasized starting early and the election will determine some things. There will be new people serving for the first time and the process is fast after being elected. They vote on the transportation budget and State budget early in their term. She will encourage her colleagues to rally people together. There are more rural representatives, but we disproportionately have a bigger impact on the State's budget. That message from Cuyahoga County needs to be louder and clear. She suggested one on one calls with them, sending a letter to the Speaker and Chair of the Finance Committee or working with the other major cities that have similar missions.

Public Comments – Agenda Items

1. India Pierce Lee – Cleveland, OH – She is the Senior Vice President for the Cleveland Foundation. The Cleveland Foundation is proud to partner with RTA. They have had a long term relationship with RTA. Their free ride sponsored day in 2014 to celebrate their Centennial, is still the most talked about gift to the community. We need to give access to people to go vote who don't have transportation. Ms. Birdsong said there will be an update later in the meeting about the free fare day and looks forward to presenting the resolution to the Board later on the agenda. Mr. Bibb thanked Ms. Birdsong and the Cleveland Foundation. This is an idea that he, Jose Feliciano and others in the community have been discussing for a while. He will be happy for Cleveland to join cities across the State and country to offer free fares. Mayor Clough thanked the Cleveland Foundation for making this grant available.
2. Libby Schubert – Cleveland, OH - With the major development plan to improve the GCRTA and increase the quality of services, an easy way to free up funding for that project is by defunding the Transit Police and reallocating that money back into improving the experiences of riders. On Thursday, three years after the historic Groves Decision ruled armed fare enforcement unconstitutional; Clevelanders for Public Transit is holding a virtual event to talk about alternatives to Transit Police. We invite the GCRTA board members to attend this event to hear from riders about their experiences with Transit Police and our demands to create a safer and more effective transit system. Register for the event at clefortransit.org

3. Nathan Jurcago – Cleveland, OH - Hi, I have noticed an absurd amount of allocation of the budget for transport has been going to the transit police over the past few years. I, as well as many others who have used and still use RTA's services, feel like these are unnecessary expenditures and the money would be more helpful funding other areas used for strengthening the community. I hope you will join the board meeting on the 29th where this topic will be presented for further discussion. You can RSVP at clefortransit.org.

Committee Reports

There were no committee reports.

Community Advisory Committee (CAC)

There was no CAC report.

Ad Hoc Committee Reports

Nick Davidson, Director of Paratransit gave a presentation on Paratransit Operations improvements. Operational priorities include Leverage Scheduling Technology, Improve the Customer Service Experience (Reduce call wait time), Modernize Communication Technology, Increase on time performance (OTP) and Reduce on-board travel times (OBT). Looking at the past year for the reservation call wait time, last September, the average hold time to reach a reservation agent was a little over 30 minutes. As of September 2020, it was 34 seconds. They were down to seven minutes before COVID. Since then, they are under a minute. The ridership and calls in September were twice as much as that of April. They implemented changes while the call volume was low, to make sustainable progress for the future. The national standard is to have 95% of calls answered within two minutes and 99% of calls answered within five minutes so RTA is above the national standard.

Improvements include call wait times reduced by 98%, additional customer service-training, cancellations handled by call center and expanded hours of operations. They used to leave messages for cancellations, but now that is handled by an agent. Previous call hours were 8:30 a.m. – 4:00 p.m. Currently they are 7:30 a.m. – 4:30 p.m. In addition, they added two reservationist positions. The dispatch call wait time last fall was nearly 10 minutes, but it is now around 1 minute. It is higher than the reservation center, but it is above the national average. But the dispatch handles high volume traffic and maintain the vehicles on the road.

Other changes to affect both call centers include subscription management (standing trips where customer does not have to call in to schedule the trip), enhanced call monitoring for accuracy, increased accountability, increased employee training and communicated metrics daily. Monitoring the metrics daily changes the culture of the call center so they can see their individual performance and the team performance. Almost 75% of trips are delivered in under 30 minutes. In addition, 93% of customers are on the bus under 45 minutes and 98% are on board for under an hour. September was the worst month this year. However, October is out performing this month. On-time performance last fall was 81%. National expectation is 90%. Pre-COVID, they had gotten to 89.5%. Since COVID, they are at 96%. Ridership from April has doubled. These improvements can be contributed to implemented street routing (using predictive path of travel in the mapping system to create an accurate schedule), adjusted time-distance calculations, adjusted traffic pattern considerations and adjusted number of scheduling days. Previously, they scheduled seven days in advance. Now they are scheduling three days in advance. This has led to a number of improvements such as the cancellation rate.

Next items they tend to work on include implementation of service Infractions software, which tracks no-shows, late cancels, and cancels-at-the-door. When they have these issues, they send educational letters, followed by warning letters and then suspension. Previously, this was done adhoc as people came to their attention. They stopped that practice several months ago since it was not equitable.

Other improvements include reducing cancellation rate (Currently 28%), down from 35% - 40% and improving customer service interactions. Mr. Serrano asked for more detail on the service infraction software and equity. Nick said they ask customers to cancel their trips in advance to prevent no shows and cancellations at the door. If they notice somebody showing a pattern, they would send them a warning and possibly suspend them. He does not believe it was applied fairly across all passengers. The software will track it and apply to all passengers. Rev. Lucas said that Nick has done an excellent job. Previously, customers waiting to get through would be offsite waiting for 30 minutes and their phones could loss power. The callers are now addressed within a few minutes. Ms. Pellet asked if reminders are sent out about trips. Nick said they make calls the day before and imminent arrival if the trip originates from the home address.

Introduction of New Employees/Promotions

New Hires:

1. Michael Bell - Central Communications Specialist
2. Peter Quigley - Safety Data Compliance Analyst
3. Lisa Manill - Legal Secretary
4. Nicole Campbell - Administrative Assistant
5. Sophia Ciaravino - Occupational Health Specialist

Promotions:

1. Alexis Marcano - District Business Analyst
2. Carl Harris - Maintenance Leader
3. Charnese Wilson - Contract Administrator
4. Melissa Beverly - Recruiter

Mayor Clough congratulated the promotions. Ms. Birdsong requested to acknowledge a few notable retirees. Ted Pickett, Fleet Team Leader will retire after 42 years at RTA. The most of his time has been in the Procurement department. He has been responsible for all of RTA's bus procurements. Mabry Harris will assume the position of Procurement Team Leader for Fleet and will handle the bus and rail car procurements. Ms. Birdsong added that Ted has been a joy to work with. Ted thanked RTA for the opportunity. He started as an entry-level mechanic and was promoted to a brake team leader, engine overhaul specialist and fleet engineering. Pete Anderson, CIO will also be retiring. He has been with RTA for a little over six years. He was in the Navy prior to RTA. He has worked at COTA and in Fort Worth, TX. Mayor Clough thanked both of them for their commitment and dedication.

Introduction of Resolutions

- A. 2020-74 – Expressing sincere appreciation to the Cleveland Foundation and authorizing the General Manager, Chief Executive Officer to accept a grant for \$75,000, for the purpose of sponsoring a fare-free Election Day on November 3, 2020, the adoption of which was moved by Rev. Lucas, seconded by Mr. Bibb and approved by unanimous vote.

Ms. Birdsong added that this is important to the community. Community partnerships like this with the Cleveland Foundation are great. The Cleveland Foundation asked if RTA was interested in doing this. Staff had been looking for a partner. Mr. Bibb asked what the marketing communication strategy would be to get the word out. Mr. Bitto said they would run radio beginning today up until Election Day. They will have digital boards posted and at rapid stations. Audio announcements were posted this morning. They planned for digital ads on Facebook and Instagram, but Facebook blocked it because Election Day is included in the art. They appealed, but it is still blocked. Mr. Bibb asked how they could assist with spreading the word. Mr. Feliciano added that Cleveland Foundation is also advertising. The graphic package will feature the Cleveland Foundation as the sponsor. The promotion will start at Noon today. They will reach out to elected officials and CDCs, which have approached RTA about providing the free fare day. Ms. Birdsong added the free rides would include bus, rail and Paratransit.

- B. 2020-75 – Expressing congratulations to the employees of the Greater Cleveland Regional Transit Authority who retired during the third quarter of 2020, the adoption of which was moved by Mr. Serrano, seconded by Mr. Bibb and approved by unanimous vote.

Mr. Fields presented the new hires in a slide show.

- C. 2020-76 – Authorizing an increase to Contract No. 2018-112 with Transit Sourcing Services, Inc., for the furnishing of an additional 200 HRV 28 inch steel wheels, as specified and as required in an amount not to exceed \$174,000.00, for a new total contract amount not to exceed \$898,000.00 (General Fund, Fleet Management Department budget), the adoption of which was moved by Mr. Serrano, seconded by Rev. Lucas and approved by unanimous vote.

Dr. Caver said a similar resolution would be brought to the Board next month. This contract will allow them to keep continuity of steel wheels. Several years ago, there was a break in the continuity, which resulted in vehicles being out for service.

- D. 2020-77 – Authorizing Contract No. 2020-058 with Transtech of South Carolina, Inc. for the furnishing of pantograph carbon shoes, as specified and as required, for a period of three years, in an amount not to exceed \$262,800.00 (General Fund, Fleet Management Department budget), the adoption of which was moved by Ms. Moss, seconded by Mr. Bibb and approved by unanimous vote
- E. 2020-78 – Authorizing Contract No. 2020-170 for the purchase of rock salt from the City of Cleveland for the 2020-2021 winter season in an amount not to exceed \$150,000.00 (General Fund, Service Management Department budget), the adoption of which was moved by Mayor Byrne, seconded Ms. Moss. Chief McCall asked to recuse herself because of the City of Cleveland. There were nine (9) ayes and one (1) recuse from Chief McCall. It passed.
- F. 2020-79 – Amending Chapter 656 "Travel Policy and Procedures" of the Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority, the adoption of which was moved by Mr. Serrano, seconded by Ms. Moss and approved by unanimous vote.

These were discussed in committee.

- G. 2020-80 – Approving purchasing cards for travel on Authority related business, the adoption of which was moved by Mr. Serrano, seconded by Mr. Bibb and approved by unanimous vote.

The cards for travel were discussed in committee. They have worked with the Finance Department and Legal Department to ensure a process is in place, for when Board members and employees can't use their personal credit cards due to rewards programs tied to RTA vendors. Board members will be advised as of those vendors RTA does business with, so they are in conflict. Board members will continue to coordinate travel with the Board assistant. The card will be distributed when needed to the traveler. This will make this more seamless. Ms. Moss asked how many p-cards are being assigned and if there are good controls in place. Mr. Gautam added that these cards do not have a revolving credit where the available balance goes back up after payment. They have budgetary controls in place. For example, if a \$2,000 or \$5,000 limit is on a card, once that money has been spent, that card cannot be used unless the budget is amendment. There are various controls as to what can be used and how the money can be spent and the size of the purchase. There is continuous review and approval from the supervisor, department head and p-card admin. The transactions are subject to Internal Audit review. Tony Garofoli added that the p-card program is subject to a 100% audit in their continuous auditing program. Every transaction is processed through an electronic script where they interrogate the data with 110 questions looking for any exceptions. The exceptions are brought to management for remedy.

- H. 2020-81 – Approving revised list of positions designated to use purchasing cards, the adoption of which was moved by Mr. Bibb, seconded by Mayor Weiss and approved by unanimous vote.

This is a revised list of positions that have purchasing cards, so the card follows the position and not the name.

- I. 2020-82 – Adopting the framework for the future Strategic Plan of the Greater Cleveland Regional Transit Authority, the adoption of which was moved by Mr. Bibb, seconded by Mr. Joyce and approved by unanimous vote.

Mr. Bibb thanked Maribeth Feke and India for an additional briefing he received on this plan. He looks forward to the additional work presented by the other consultants during their retreat next month. Ms. Birdsong thanked him and Chief McCall for leading the conversation in digging deeper. She is confident that this is a good base, but we need to keep moving forward over the next year. Rev. Lucas also received additional information on the plan. He appreciates the work of the staff.

Interim Secretary-Treasurer's Report

Dr. Caver gave the report. The economy has a huge bearing on RTA's revenue success. The unemployment rate over the last six months, it has been coming down. The State is at 8.4%. The county numbers will come in later. We are a little higher than the State traditionally. It is still high considering that prior to COVID we were in the 4% range. There has been \$11.8 billion in unemployment payments through the State of Ohio and Dept. of Job and Family Services. Although things are getting better, we are still at levels we have not been before. The economy is adding jobs, but is still down 6 years' worth of job growth. The economic conditions and the decisions of firms are still impacted by COVID-19. Companies have altered investment plans given the uncertainty of the economy. Locally and nationally, small businesses have been disproportionately affected. In addition,

black owned businesses have been particularly hit hard. Sales tax is doing well, but the near term does not support that there will be a continued economic increase.

Ridership drives fare revenue and ridership has been at a 54% reduction on average since COVID. In the height, we were in 70% driving sales up to 60%, but now we have leveled off to the 55% range. We are averaging 50-55% in passenger fare revenue. Last year in September, we would have received the CMSD payment, which has traditionally been \$4 MI. They are finalizing the agreement, but it is expected that that revenue will not be the same since students are not traveling back and forth to school. Although the economy is not at its pre-COVID levels, the sales tax has performed strongly. September and October, year over year, there have been slight increases, they believe due to the unemployment payments and the extra payments the people are receiving. Once the payments end, the aggregate spending will be reduced. Rev. Lucas asked in a previous meeting what makes up the increase. These are due to auto, liquor and online sales. Online sales are taxed at home addresses compared to in store sales that may be made outside the County. Compared to 2020, we have received \$5 MI more from online sales for sales tax. The \$112 MI received from the CARES tax was drawn down through October.

Ms. Birdsong said we are in a tumultuous time where there is uncertainty with ridership. They will keep the Board updated on the financial changes that come about as the House and delegation continues to push for transit funding. As of current, there are no ongoing talks of a 2nd round of CARES Act funding, but she asked that all Board members continue as advocates for transit funding. They would not be able to continue without consideration of layoffs or cutbacks more than what they had through the initial stages of COVID without the funding. Rev. Lucas asked if there is any more funds mentioned for public transit in the conversation going back and forth in Congress. Mr. Schipper said when the House passed the HEROES Act, there was \$15 MI for public transit. Then there was another version with \$15 BI of which some would have come to RTA through a competitive grant formula. Other talks on the stimulus had it as high as \$32 BI. Most of that difference being with the larger agencies like New York, Chicago, Washington, etc., where the CARES Act formula did not help them as significantly as RTA. It was set up in a way RTA could get the money quickly. It is still out there, but they are not banking on it. The Senate never acted on the HEROS act. For RTA it will not be life or death for the larger agencies, but we have tremendous funding needs above what is in the Operating budget.

General Manager, Chief Executive Officer Report

India Birdsong gave the presentation. She announced that last month RTA received a BUILD grant for \$15 MI to support the rail car replacement project. She shared a video that aired on TV-5 about how we received the award and the importance of it to the Ohio region. She thanked Mike Schipper and his team for their work and the work of the advocacy group in D.C. The System Redesign meetings began yesterday. The public will be asked for feedback on Facebook Live meetings over the next few months. June 2021 is the estimated Go Live date. Thanks to the work of the Ad Hoc Technology Committee, RTA will migrate from Novell to Microsoft Office 365. RTA has been on the current system for 20 years. The goal is to move over by mid-December. Free Wi-Fi on all RTA buses, trains and several stations is now available. Dr. Caver, Mike Lively, Steve Bitto, Erica Tucker and Theresa Burrage worked on the project. This will assist students to connect to Wifi. Paratransit will be added in early December. Brookpark, Puritas and W. 150th Street Station is coming soon. Pictures of the car cards, billboards and social media were displayed. The marketing efforts for the free fare day includes radio and social media ads.

Mayor Clough asked how many buses take people to their polling locations or is this designed to take people downtown. Joel Freilich, Raj Gautam and India looked at expected ridership. They looked at a typical Tuesday over time, a typical weekday ridership and Election Day over the last few years.

RTA usually brings in \$140,000 per day for revenue. They reduced the expected ridership by 50-55% due to COVID. Mayor Clough added that polling locations are not all on a main route and wondered how effective this would be. She has done this type of promotion in other cities. It's not guaranteed people will use it to get to the polls, but they found this to be more equitable to make the entire day free to avoid having to push a button, show a sticker or having a cut off time. Other cities have cut off times, but people would be stranded. Mayor Clough ask that it be clear that this is a free day and not a direct ride to the polls and hopefully the routes will get them there. Rev. Lucas lives near Shaker Square. There used to be a polling place in his building, but it is now closed. The closest polling place is Harvey Rice on E. 116th Street, which is accessible on the Blue or Green Line.

President's Report

Mayor Clough announced that he would not be seeking reappointment. He will have served as President for three years. The bylaws indicated that is the maximum the President or VP could serve in that position. Another mayor selected by the Cuyahoga County Mayors & Managers Association will be elected December 17. Mayor Clough's term will end February 28, 2021.

New Business

The proposed 2021 Board and Committee Meeting dates was sent out to the Board for review. Mayor Clough asked if the Board wanted to vote on it now or at the next meeting. Rev. Lucas thanked him for his leadership thus far. Chief McCall mentioned that some of the meetings fall after a holiday. The Board executive assistant mentioned that the dates that fall after the holiday include MLK Day and President's Day. Mayor Clough said that if a date is in conflict the Board could vote to change the January or February dates. Chief McCall said she was ok and moved for approval. Mr. Serrano seconded and the schedule was approved.

Public comments on non-agenda items

Comments were received via email and by dial in. A few comments came in from Will Tarter and Lo after the September 15, 2020 meeting adjourned. The questions and answers were read into the record, but they are included in the September 15, 2020 minutes.

1. Chris Martin – Cleveland, OH - This month marks two anniversaries for RTA. First, the agency celebrated 12 years of the Healthline. Go ahead and pat yourselves on the back for the subsequent billions in economic development that I am sure you give yourselves credit for. However, the second anniversary marks 3 years since agency decisions killed the whole point and promise of the Healthline. RTA's decision to rid the Healthline of proof-of-payment fare validation has resulted in consistent delays and precipitous ridership declines. Please join Clevelanders for Public Transit and Black Spring CLE on Thursday at 6pm via Zoom to learn more how you can heal the Healthline and begin to deliver justice for riders.
2. Ellen Morales – Berea, OH - I am contacting because I believe we need to defund transit police and instead invest in other forms of community commuter safety. I believe conversations on this topic will help improve our city greatly. We hope you can join us on October 29th to discuss this further. You can RSVP at clefortransit.org. Thank you!
3. Riley – Cleveland, OH - Commit to abolishing police on the RTA. They are unnecessary and unhelpful. I have been harassed on the RTA so many times, and not once has one of your officers intervened. They do not do their jobs of protecting riders and serve only to intimidate anyone who can't pay the fare.

4. Josiah – Twinsburg, OH - I am writing because I have been avid RTA rider for most of my life. Growing up in Shaker the train was my gateway to the world. When my car died recently I even caught the bus from county line downtown to work. Service cuts have hurt many people and when so much money is being spent on Transit police, it seems a simple choice. I encourage board members to attend Thursday's Zoom event being put on by Clevelanders for Public Transit and Black Spring Cleveland and hear from riders themselves. Please show that the board is invested in creating best outcomes by registering at clefortransit.org.
5. Justin Petro – Cleveland, OH - During this critical period where RTA needs to properly invest its resources to continue to serve the community, now is the time to divest from the Transit Authority and instead invest more resources into safe reliable public transportation for the community. Clevelanders for Public Transit is holding a virtual meeting on October 29th that we invite and encourage RTA board members to attend. Please join us on October 29th to discuss this further. You can RSVP at clefortransit.org
6. Lauren Joy Fraley – Cleveland, OH - I commuted on the Red Line regularly in 2018-19 and as a white woman heading from Kamm's Corners to Cedar-Fairmount, I only witnessed police officers checking (usually Black riders) for fare cards "with reasonable suspicion", while my own interactions with officers were usually having the door held for me. This is the lens through which I share this comment. I am aware that RTA Fares were doubled (from \$1.25 to \$2.50) and RTA police budget was also doubled in 2012. RTA has claimed that crime is down 65% since then (ostensibly due to the increase in officer presence). But research done by Clevelanders for Public Transit and Black Spring Cleveland shows that the only crime that has actually gone down is fare evasion - which accounts for 99.5% of that reduction in crime. Any change in quality of life crimes are negligible, leading one to conclude that an increase officer presence has done nothing for public safety, and has indeed caused physical, emotional, and financial harm for Black and Brown communities. October 29th at 6pm is a celebration of the anniversary of the Groves Decision-- which said that armed officers cannot randomly do searches on the RTA. At that time in 2017, Judge Groves also made a recommendation to have unarmed ambassadors represent the RTA rather than armed cops-- yet this change hasn't been made. This is an opportunity to demand that Emanuella Groves' recommendation be honored and WE HOPE YOU JOIN US!! YOU CAN RSVP AT CLEFORTTRANSIT.ORG
7. Kate Nickley – Lakewood, OH - I firmly believe defunding the transit police and investing in other forms of community safety such as a civilian ambassador program would be a significant step towards equity and social justice in Greater Cleveland. Reducing fares rather than paying to police fare evasion would also be in the public's interest. BIPOC riders and poor riders are disproportionately and negatively affected by your current policing system. I invite you to take action by listening to and collaborating with community groups who aim to amplify the rider's voice. Please join Black Spring Cleveland on October 29th to discuss this further. You can RSVP at clefortransit.org.
8. Ernest W. Durbin III - Cleveland Heights, OH - I am writing to support defunding the GCRTA Transit Police Department. Since the Groves decision in 2017, which struck down unconstitutional fare enforcement policies, the Transit Police have become redundant as a police force. Each community that the GCRTA services in Cuyahoga County has an existing police force that can respond to incidents that occur in and around the GCRTA. This overlap is an abject waste of the \$14 million budget allocated by the GCRTA to operate a police force that only exists to harass and intimidate our most vulnerable community members. These funds could be used to immediately reduce fares and increase service for all residents, increasing ridership and working to a more sustainable GCRTA. I am asking that the GCRTA

Board members please join Clevelanders for Public Transit and Black Spring Cleveland on October 29th to discuss this further. You can each RSVP at clefortransit.org.

9. Kameron Damaska – Cleveland, OH - Hello, I'm a transit rider on the west side of Cleveland. The common route I ride is from the EcoVillage Red Line stop to Tower City. Every time I leave the platform at Tower City, I see at least 6 transit police just standing around, doing nothing. Police used to enforce fares on transit. They would harass riders, sometimes put them in jail, all over a couple dollar bus pass. Luckily for us, transit police cannot do that anymore. Now, they do next-to-nothing. We need to free up the wasted funds we spend on police, and really invest in our riders. Board members, we will be having a conversation October 29th on Zoom to discuss this more. Will you join us? You can RSVP at clefortransit.org.
10. Rev. Pamela Pinkney-Butts – She is working with Mr. Bitto in reference to shelters that have been adopted, but not being taking care of. The cameras on the buses coming out of Hayden don't work. People on dialysis are being left outside after they are dropped off because the centers won't let them in. She asked that this be brought to Mayor Jackson's attention. She doesn't like how the funding has gone. There are no elevators at the stations on the east side.
11. Pluria Gardner – She called a few meetings ago about an issue with a Transit Police officer. She requested a meeting with the General Manager. This problem has caused her 2-3 trips. A TP falsified a police report. She has pending charges. She is a RTA customer and doesn't appreciate the treatment she is receiving. Ms. Birdsong added that her office reached out to her and will be in contact by the end of the week after they gather information from Transit Police.
12. Dana Beveridge – Clevelanders for Public Transit (CPT) thanked the Board for approving the Strategic Plan. She hopes this will mean more opportunities to collaborate with RTA for a more equitable, better transit in the future. She applauds the Board and the Cleveland Foundation for the free fares on Election Day. They hope that the Board and leadership will join them this Thursday for a townhall discussion on safer alternatives to policing on transit. They are eager to discuss the possibilities RTA joining other progressive agencies across the U.S. who use unarmed civilian transit ambassadors to ensure customers are able to have safe and comfortable experience while riding RTA. RSVP at clefortransit.org.

Upcoming Meetings

The next regular Board meeting is scheduled for Tuesday, November 17, 2020 in the Board Room of the Authority, Root-McBride Building, and 1240 West Sixth Street, Cleveland, Ohio 44113. This meeting will be live streamed on RTA's Facebook page for staff and members of the public at www.facebook.com/riderta Only Board members and required RTA staff will be allowed in the Board Room.

This meeting was adjourned at 11:03 a.m.

Attest: 
Interim Secretary-Treasurer

President



TITLE/DESCRIPTION: CONTRACT: FURNISHING OF PERSONAL PROTECTIVE EQUIPMENT (PPE), AS SPECIFIED AND AS REQUIRED, FOR A PERIOD OF ONE YEAR VENDOR: NORFLEET DISTRIBUTORS, LLC AMOUNT: NOT TO EXCEED \$110,160.00	Resolution No.: 2020-83
	Date: November 12, 2020
	Initiator: Fleet Management Department
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 **PURPOSE/SCOPE:** This action will allow the Authority to enter into a contract for the purchase of Personal Protective Equipment (PPE) for the Authority's employees, as specified and as required, for a period of one year.
- 2.0 **DESCRIPTION/JUSTIFICATION:** Due to the COVID-19 pandemic, the Authority has a need for PPE. This contract will provide the Authority's Supply Chain Management Department with up to 600,000 nitrile gloves and up to 48,000 disposable masks that will be available for use by Authority employees when on Authority property.
- 3.0 **PROCUREMENT BACKGROUND:** The Invitation for Bid (IFB) was posted on the GCRTA Procurement web site and advertised in the local newspapers. Two hundred thirty-three interested parties downloaded the solicitation. Four responsive bids were opened on September 16, 2020 as follows:

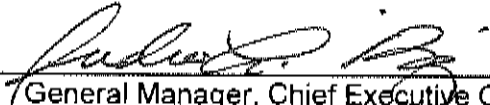
Bidder	Nitrile Gloves	Dust/Surgical Mask	Total
Norfleet Distributors	\$102,000	\$8,160	\$110,160
Neopart	\$109,500	\$3,840	\$113,340
Trans Logic	\$114,000	\$39,840	\$153,840
TSS	\$150,000	\$28,320	\$178,320

The Total Bid from Norfleet Distributors, LLC was determined to be a responsive bid from a responsible bidder. A price analysis has been performed and the Procurement Department has determined the total price submitted by Norfleet Distributors, LLC to be fair and reasonable to the Authority.

- 4.0 **AFFIRMATIVE ACTION/DBE BACKGROUND:** All Affirmative Action requirements have been met. A 12% DBE goal was established for this procurement. Norfleet Distributors, LLC has committed to \$7,931.52 or 7% DBE participation on the contract through the utilization of ZayMat (African American-owned) to supply materials in the amount of \$13,219.20 (equals \$7,931.52 under Federal Regulations). Norfleet Distributors, LLC also submitted documentation that demonstrates sufficient good faith effort has been made to achieve the 12% DBE participation goal.
- 5.0 **POLICY IMPACT:** Does not apply.

- 6.0 **ECONOMIC IMPACT:** This procurement will be funded through the General Fund, Fleet Management Department budget, in an amount not to exceed \$110,160.00 for the period of one year. The bid price is approximately 39% below the budget estimate.
- 7.0 **ALTERNATIVES:** Reject this offer. Rejection of this offer could affect the Authority's ability to provide its employees with PPE, which would impact the Authority's ability to provide safe and reliable service to the public.
- 8.0 **RECOMMENDATION:** It is recommended that the bid of Norfleet Distributors, LLC be accepted and the resolution passed authorizing the General Manager, Chief Executive Officer to enter into a contract.
- 9.0 **ATTACHMENT:** None.

Recommended and certified as appropriate to the availability of funds, legal form and conformance with the Procurement requirements.



General Manager, Chief Executive Officer

RESOLUTION NO. 2020-83

AUTHORIZING CONTRACT NO. 2020-091 WITH NORFLEET DISTRIBUTORS, LLC FOR THE FURNISHING OF PERSONAL PROTECTIVE EQUIPMENT (PPE), AS SPECIFIED AND AS REQUIRED, FOR A PERIOD OF ONE YEAR NOT TO EXCEED \$110,160.00 (GENERAL FUND, FLEET MANAGEMENT DEPARTMENT BUDGET)

WHEREAS, the Authority requires its employees to wear Personal Protective Equipment (PPE) while working; and

WHEREAS, the bid of Norfleet Distributors, LLC located at 32493 Jefferson Drive, Solon, Ohio 44139, for the furnishing of personal protective equipment, as specified and as required, in an amount not to exceed \$110,160.00 for the period of one year, was received on September 16, 2020; and

WHEREAS, the General Manager, Chief Executive Officer deems the bid of Norfleet Distributors, LLC to be the lowest responsive bid from a responsible bidder and recommends acceptance thereof by the Board of Trustees.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Greater Cleveland Regional Transit Authority, Cuyahoga County, Ohio:

Section 1. That the bid of Norfleet Distributors, LLC for the furnishing of personal protective equipment, as specified and as required, for a period of one year, be and the same is hereby accepted.

Section 2. That the General Manager, Chief Executive Officer be and she is hereby authorized to enter into a contract with Norfleet Distributors, LLC for the furnishing of personal protective equipment, as specified and as required, for the period of one year.

Section 3. That this procurement will be funded through the General Fund, Fleet Management Department budget, in an amount not to exceed \$110,160.00 for the period of one year.

Section 4. That said contract shall be binding upon and an obligation of the Authority contingent upon compliance by the contractor to the Specifications and Addenda, if any; the Affirmative Action Plan adopted by the Board of Trustees; bonding and insurance requirements and all applicable laws relating to contractual obligations of the Authority.

Section 5. That the Greater Cleveland Regional Transit Authority's Board of Trustees expects that Norfleet Distributors, LLC, will attempt to exceed the 12% minimum DBE goal assigned to this procurement.

Section 6. That this resolution shall become effective immediately upon its adoption.

Adopted: November 17, 2020

President

Attest: _____
Interim Secretary-Treasurer



TITLE/DESCRIPTION: CONTRACT: FURNISHING OF UP TO 400 28-INCH STEEL WHEELS, AS SPECIFIED AND AS REQUIRED, FOR A PERIOD OF ONE YEAR VENDOR: MWL BRASIL RODAS & EIXOS LTDA. AMOUNT: AMOUNT NOT TO EXCEED \$335,944.00	Resolution No.: 2020-84
	Date: November 12, 2020
	Initiator: Fleet Management Department
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 **PURPOSE/SCOPE:** This resolution will allow the Authority to enter into a contract for the furnishing of up to 400 28-inch steel wheels for the Tokyu Heavy Rail Vehicles (HRV), as specified and as required, for a period of one year.
- 2.0 **DESCRIPTION/JUSTIFICATION:** The Authority has an ongoing need to replace the 28 inch HRV steel wheels due to normal wear that occurs during train service. As part of the HRV's regular maintenance, HRV wheels are measured and machined to return the wheel's profile back into tolerance. When a wheel's diameter falls below 26 inches, it can no longer be machined and must be replaced.
- 3.0 **PROCUREMENT BACKGROUND:** The Invitation for Bid ("IFB") was posted on the Procurement section of the Authority's web site and advertised in the local newspapers. Fourteen (14) interested parties downloaded the solicitation package. Four (4) responsive bids were received on August 6, 2020 as follows.

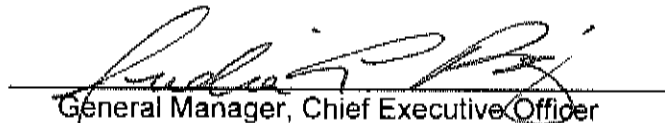
HRV Steel Wheels				
Company Name	Quantity	Part Number	Unit Cost	Extended Cost
MWL Brasil Rodas & Eixos LTDA.	400	MW-MWL BDASIL	\$839.86	\$335,944.00
Lucchini RS S.p.A.	400	AAR Manuf. Code "LW"	\$979.00	\$391,600.00
Alstom Transportation, Inc.	400	DTR000366973	\$988.18	\$395,272.00
ORX	400	ORX WHEL-31-5372	\$1,054.00	\$421,600.00

The bid of MWL Brasil Rodas & Eixos LTDA. has been determined by the Procurement Department to be the lowest responsive bid from a responsible bidder.

A price analysis has been performed and the Procurement Department has determined the price to be fair and reasonable to the Authority. The bid price is approximately 6% below the budget estimate.

- 4.0 AFFIRMATIVE ACTION/DBE BACKGROUND: All Affirmative Action requirements have been met. A 0% DBE participation goal was established for this procurement due to the lack of certified DBE firms.
- 5.0 POLICY IMPACT: Does not apply.
- 6.0 ECONOMIC IMPACT: This procurement will be funded through the General Fund, Fleet Management Department budget, in an amount not to exceed \$335,944.00 for a period of one year.
- 7.0 ALTERNATIVES: Reject this offer. Rejection of this offer would impact the Authority's ability to maintain its heavy rail vehicles.
- 8.0 RECOMMENDATION: It is recommended that the bid of MWL Brasil Rodas & Eixos LTDA. be accepted and the resolution passed authorizing the General Manager, Chief Executive Officer to enter into a contract.
- 9.0 ATTACHMENT: None.

Recommended and certified as appropriate to the availability of funds, legal form and conformance with the Procurement requirements.


General Manager, Chief Executive Officer

RESOLUTION NO. 2020-84

AUTHORIZING CONTRACT NO. 2020-100 WITH MWL BRASIL RODAS & EIXOS LTDA. FOR THE FURNISHING OF UP TO 400 28-INCH STEEL WHEELS FOR TOKYU HEAVY RAIL VEHICLES, AS SPECIFIED AND AS REQUIRED, FOR A PERIOD OF ONE YEAR IN AN AMOUNT NOT TO EXCEED \$335,944.00 (GENERAL FUND, FLEET MANAGEMENT DEPARTMENT BUDGET)

WHEREAS, the Greater Cleveland Regional Transit Authority has recurring requirements for replacement of 28 inch steel wheels on Heavy Rail Vehicles (HRV); and

WHEREAS, the bid of MWL Brasil Rodas & Eixos LTDA., located at Rodovia Vito Ardito, KM 1, Cacapava, Sao Paulo-Brazil, 12282-535, for the furnishing of up to 400 28-inch steel wheels, as specified and as required, at a unit price of \$839.86, for a total contract amount not to exceed \$335,944.00 for a period of one year, was received on August 6, 2020; and

WHEREAS, the General Manager, Chief Executive Officer deems the bid of MWL Brasil Rodas & Eixos LTDA., to be the lowest responsive bid from a responsible bidder and recommends acceptance thereof by the Board of Trustees.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Greater Cleveland Regional Transit Authority, Cuyahoga County, Ohio:

Section 1. That the bid of MWL Brasil Rodas & Eixos LTDA. for furnishing of up to 400 HRV 28-inch steel wheels, as specified and as required, be and the same is hereby accepted.

Section 2. That the General Manager, Chief Executive Officer be and she is hereby authorized to enter into a contract with MWL Brasil Rodas & Eixos LTDA. for the furnishing of up to 400 HRV 28-inch steel wheels, as specified and as required, for a period of one year.

Section 3. This procurement will be funded through the General Fund, Fleet Management Department budget, for a total contract amount not to exceed \$335,944.00 for a period of one year.

Section 4. That said contract shall be binding upon and an obligation of the Authority contingent upon future funding, compliance by the contractor to the Specifications and Addenda, if any; the Affirmative Action Plan adopted by the Board of Trustees; bonding and insurance requirements and all applicable laws relating to contractual obligations of the Authority.

Section 5. That the Greater Cleveland Regional Transit Authority's Board of Trustees expects that MWL Brasil Rodas & Eixos LTDA. will attempt to exceed the 0% minimum DBE goal assigned to this procurement.

Section 6. That this resolution shall become effective immediately upon its adoption.

Adopted: November 17, 2020

President

Attest: _____
Interim Secretary-Treasurer



TITLE/DESCRIPTION: CONTRACT: PROJECT 60F – WEST 30TH STREET SUBSTATION REHABILITATION VENDOR: HATZEL & BUEHLER, INC. AMOUNT: \$1,557,327.00	Resolution No.: 2020-85
	Date: November 12, 2020
	Initiator: Engineering & Project Development
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 **PURPOSE/SCOPE:** This action will allow the Authority to enter into a contract to provide construction services for Project 60F – West 30th Street Substation Rehabilitation.
- 2.0 **DESCRIPTION/JUSTIFICATION:** This project consists of providing a new traction power system including, but not limited to, the following: AC&DC switchgear, DC tie switch, rectifier, and a rectifier transformer. In addition, the project includes all new interconnections, cables, wires, supports, and connection hardware to ensure a fully operational rehabilitated substation.
- 3.0 **PROCUREMENT BACKGROUND:** The Invitation for Bid ("IFB") was posted on the GCRTA Procurement website and advertised in the local newspapers. Twenty-five interested parties, including potential subcontractors, downloaded the solicitation package. Four responsive bids were received on October 1, 2020 as follows:

Company Name	Total Base Bid
Hatzel & Buehler, Inc.	\$1,557,327.00
Zenith Systems	\$1,990,228.00
The Fowler Company	\$1,998,500.00
Einheit Electric	\$2,115,499.00


The Basis of Award is the lowest responsive bid from a responsible bidder for the Total Base Bid price. The Total Base Bid price of \$1,557,327.00 received from Hatzel & Buehler, Inc. is approximately 26.9% less than the Engineer's Estimate of \$2,131,281.67. Hatzel & Buehler, Inc. was determined to be a responsible bidder.

A cost analysis has been performed and the bid of Hatzel & Buehler, Inc. has been determined by the Procurement Department to be fair and reasonable to the Authority.

- 4.0 **AFFIRMATIVE ACTION/DBE BACKGROUND:** All Affirmative Action requirements have been met. A 14% DBE goal was established for this procurement. Hatzel and Buehler, Inc. has committed to achieving the DBE participation goal through the utilization of Safeguard Associates (African-American-owned) in the amount of \$330,000.00, Denise's Flagging (African-American Female-owned) in the amount of \$8,000.00, and Summit Painting (Female-owned) in the amount of \$12,700.00 for a total of \$350,700.00 or 22.5%.
- 5.0 **POLICY IMPACT:** Does not apply.
- 6.0 **ECONOMIC IMPACT:** This procurement shall be payable through the RTA Development Fund, Engineering & Project Development Department budget, including but not limited to Capital Grants OH-2019-037-337 and OH-2018-001, in an amount not to exceed \$1,557,327.00 (\$1,245,861.60 in federal funds which represent 80% of the total cost).

- 7.0 ALTERNATIVES: Reject this offer. Rejection of this offer may create a potential for service interruption as the result of an aged traction power substation.
- 8.0 RECOMMENDATION: This procurement was discussed by the Board of Trustees at the November 10, 2020 Operational Planning & Infrastructure Committee meeting. It is recommended that the bid of Hatzel & Buehler, Inc. be accepted and the resolution passed authorizing the General Manager, Chief Executive Officer to enter into a contract.
- 9.0 ATTACHMENTS: None.

Recommended and certified as appropriate to the availability of funds, legal form and conformance with the Procurement requirements.



General Manager, Chief Executive Officer

RESOLUTION NO. 2020-85

AUTHORIZING CONTRACT NO. 2020-125 WITH HATZEL & BUEHLER, INC. FOR PROJECT 60F – WEST 30TH STREET SUBSTATION REHABILITATION, IN AN AMOUNT NOT TO EXCEED \$1,557,327.00 (RTA DEVELOPMENT FUND, ENGINEERING & PROJECT DEVELOPMENT DEPARTMENT BUDGET)

WHEREAS, the Authority deems it necessary to acquire construction services, as provided under Project 60F – W. 30th Street Substation Rehabilitation; and

WHEREAS, the bid of Hatzel & Buehler, Inc., located at 1200 Resource Drive, Suite 10, Cleveland, OH 44131, was received on October 1, 2020 in an amount not to exceed \$1,557,327.00 to perform said services; and

WHEREAS, the General Manager, Chief Executive Officer deems the bid of Hatzel & Buehler, Inc. to be a responsive bid from a responsible bidder and recommends acceptance thereof by the Board of Trustees.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Greater Cleveland Regional Transit Authority, Cuyahoga County, Ohio:

Section 1. That the bid of Hatzel & Buehler, Inc. for Project 60F – West 30th Street Substation Rehabilitation, be and the same is hereby accepted.

Section 2. That the General Manager, Chief Executive Officer of the Authority be and she is hereby authorized to enter into a contract with Hatzel & Buehler, Inc. for Project 60F – West 30th Street Substation Rehabilitation.

Section 3. This procurement shall be payable through the RTA Development Fund, Engineering & Project Development Department budget, including but not limited to Capital Grants OH-2019-037-337 and OH-2018-001, in an amount not to exceed \$1,557,327.00 (\$1,245,861.60 in federal funds which represent 80% of the total cost).

Section 4. That said contract shall be binding upon and an obligation of the Authority contingent upon compliance by the contractor to the Specifications and Addenda, thereto, if any; the Affirmative Action Plan adopted by the Board of Trustees; bonding and insurance requirements; and all applicable laws relating to the contractual obligations of the Authority.

Section 5. That the Greater Cleveland Regional Transit Authority's Board of Trustees expects that Hatzel & Buehler, Inc. will attempt to exceed the 14% minimum DBE goal assigned to this procurement.

Section 6. That this resolution shall become effective immediately upon its adoption.


Adopted: November 17, 2020

President

Attest: _____
Interim Secretary-Treasurer



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

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

Date: November 12, 2020

Subject: Contract No. 2020-129 Magnetic Fare Media – Single Bid

At the November 17, 2020 meeting of the Board of Trustees, GCRTA will seek approval to award Electronic Data Magnetics (EDM) Contract No. 2020-129 for magnetic fare media in an amount not to exceed \$921,645.

Solicitation No. 2020-129 is for a multiyear requirements contract for magnetic fare cards compatible with GCRTA's GFI Genfare fareboxes and ACS (Conduent) vending machines used for fare collection. The bid consists of two sections, of which can be bid in part or in whole. Section 1 is for non-encoded paper thermal cards (trim issued) to be dispensed from fareboxes. Section 2 is for paper thermal, plastic thermal and plastic non-thermal cards that are to be magnetically encoded by the vendor. The magnetic coding must be compatible with GFI and ACS specifications and printing per GCRTA specifications.

The key suppliers in the market are Electronic Data Magnetics (EDM), Magnadata, Magnetic Ticket and Label (MT&L) and Southland Printing. The last few solicitations have had two bidders, with Magnadata being awarded Section 1, and EDM being awarded Section 2. MT&L had submitted a bid in 2009, however failed durability tests and has never resolved the issues or bid again.

Notices of this solicitation were sent to the four key suppliers above, all of which downloaded the solicitation package. Reminders were sent to all potential bidders ahead of the deadline. Correspondence was received prior to the deadline from Magnadata, EDM, and Southland, however, only EDM submitted a bid. EDM's bid came in 3.5% above the independent cost estimate. Per Procurement Policies and Procedures, when a single responsive bid is received, negotiations of prices may be undertaken. Negotiations were held with EDM, per Procurement's Policies & Procedures, bringing EDM's total bid within approximately 1% of the estimate.

Procurement reached out to the three key suppliers who did not submit bids to gain insight why they did not participate. Magnadata stated they were not interested in going through the paperwork and contracting process, however, they may be willing to participate in future small purchases, if needed. Southland Printing stated they had personal matters and timing didn't work out for this bid. Southland Printing has not bid on recent solicitations. MT&L has not responded to Procurement's requests.



Greater Cleveland
Regional Transit Authority

Revenue has stock under Section 1 (Trim Cards) available to get through the beginning of 2021, however, they do not have stock under Section 2, in particular for monthly passes, starting in March 2021. Due to the lead time, Revenue needs to place an order as soon as possible to get passes in time to distribute.

EDM has been a proven supplier for GCRTA for approximately fourteen years, and has been awarded Section 2 under the last few solicitations. EDM's bid for Section 1 came in at \$14/1000 cards versus \$17/1000 cards under Magnadata's most recent contract pricing. Further, EDM's bid for Section 2 is in line with historical pricing, as well as the independent cost estimate. EDM serves New York MTA, CTA (Chicago), Charlotte Area Transit, Maimi Dade Transit Authority, Nashville MTA, DART, and Dayton RTA, among many others. Given the above, the bid of EDM is deemed fair and reasonable from a responsive and responsible bidder.

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

IB/MD



TITLE/DESCRIPTION: CONTRACT: MAGNETIC FARE MEDIA VENDOR: ELECTRONIC DATA MAGNETICS, INC. AMOUNT: NTE \$552,987.00 FOR THE BASE THREE YEAR TERM, WITH TWO ADDITIONAL ONE-YEAR OPTIONS NOT TO EXCEED \$184,329.00 PER YEAR, FOR A TOTAL CONTRACT NOT TO EXCEED \$921,645.00	Resolution No.: 2020-86
	Date: November 12, 2020
	Initiator: Revenue Department
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 **PURPOSE/SCOPE:** This action will allow the Authority to enter into a contract with Electronic Data Magnetics, Inc. for the purchase of fare media cards, as required, for a period of three years, with two additional one-year options.
- 2.0 **DESCRIPTION/JUSTIFICATION:** The Authority requires fare media cards using both paper and polyester cards that are encoded on the magnetic strip for use with the GFI Electronic fareboxes. Some cards require thermal printing while others require only press printing without thermal coating. This action includes magnetic plastic non-thermal cards, magnetic paper thermal cards, and magnetic plastic thermal cards.
- 3.0 **PROCUREMENT BACKGROUND:** The Invitation for Bid (IFB) was posted on the GCRTA Procurement web site and advertised in the local newspapers. Notifications were sent out to four prospective bidders and eleven interested parties accessed and/or downloaded the solicitation and one responsive bid was received. Electronic Data Magnetics, Inc. was determined to be a responsible bidder. A price analysis was performed, and after negotiations with the single bidder, the Procurement Department has determined the total price not to exceed \$552,987.00 for the base three-year term, with two additional one-year options not to exceed \$184,329.00 per year, for a total contract amount not to exceed \$921,645.00 to be fair and reasonable to the Authority.
- 4.0 **AFFIRMATIVE ACTION/DBE BACKGROUND:** All Affirmative Action requirements have been met. A 0% DBE goal was established for this procurement due to the lack of certified DBE firms.
- 5.0 **POLICY IMPACT:** Does not apply.
- 6.0 **ECONOMIC IMPACT:** This procurement will be funded through the General Fund, Revenue Department budget, in an amount not to exceed \$552,987.00 for the base three-year contract, and in an amount not to exceed \$184,329.00 for each option year, for a total contract amount not to exceed \$921,645.00. This negotiated amount is within 1.3% of the independent cost estimate of \$910,000.00.
- 7.0 **ALTERNATIVES:** Reject this offer. Rejection of this offer would delay the delivery and prevent the sale of various magnetic strip passes and farecards distributed at retail stores, by customer service, and online that are used with the GFI Electronic fareboxes, faregates, and other related fare collection equipment.

- 8.0 RECOMMENDATION: It is recommended that the bid of Electronic Data Magnetics, Inc. be accepted and the resolution passed authorizing the General Manager, Chief Executive Officer to enter into a contract.
- 9.0 ATTACHMENTS: None

Recommended and certified as appropriate to the availability of funds, legal form and conformance with the Procurement requirements.



General Manager, Chief Executive Officer

RESOLUTION NO. 2020-86

AUTHORIZING CONTRACT NO. 2020-129 WITH ELECTRONIC DATA MAGNETICS, INC. FOR THE PURCHASE OF MAGNETIC FARE MEDIA, AS REQUIRED, FOR A PERIOD OF THREE YEARS, WITH TWO ADDITIONAL ONE-YEAR OPTIONS, IN AN AMOUNT NOT TO EXCEED \$552,987.00 FOR THE BASE TERM AND IN AN AMOUNT NOT TO EXCEED \$184,329.00 FOR EACH OPTION YEAR, FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$921,645.00 (GENERAL FUND, REVENUE DEPARTMENT BUDGET)

WHEREAS, the Greater Cleveland Regional Transit Authority requires a vendor to supply magnetic polyester non-thermal cards, paper thermal cards, and polyester thermal fare cards to dispense from the GFI electronic fareboxes; and

WHEREAS, this procurement was divided into two sections and vendors were able to bid on one or both of the sections; and

WHEREAS, a single bid was received from Electronic Data Magnetcs, Inc. for this solicitation for both sections; and

WHEREAS, negotiations were then held with Electronic Data Magnetcs, Inc.; and

WHEREAS, the bid of Electronic Data Magnetcs, Inc. located at 210 Old Thomasville Rd, High Point, NC 27260, for the furnishing of magnetic fare media, was received on November 3, 2020, at unit prices resulting in an amount, after negotiations, not to exceed \$552,987.00 for the base years and in an amount not to exceed \$184,329.00 for each option year for a total contract amount not to exceed \$921,645.00; and

WHEREAS, the General Manager, Chief Executive Officer deems the bid of Electronic Data Magnetcs, Inc. to be the lowest responsive bid from a responsible bidder and recommends acceptance thereof by the Board of Trustees.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Greater Cleveland Regional Transit Authority, Cuyahoga County, Ohio:

Section 1. That the bid of Electronic Data Magnetcs, Inc. for the furnishing of magnetic fare media, as specified and as required, be and the same is hereby accepted as the lowest responsive bid from a responsible bidder.

Section 2. That the General Manager, Chief Executive Officer be and she is hereby authorized to enter into a contract with Electronic Data Magnetcs, Inc. for the furnishing of magnetic fare media, as specified and as required, for a period of three years with the authority to exercise two, additional one-year options.

Section 3. That said contract shall be funded through the General Fund, Revenue Department budget, in an amount not to exceed \$552,987.00 for the three base years and an amount not to exceed \$184,329.00 for each option year for a total contract amount not to exceed \$921,645.00.

Section 4. That said contract shall be binding upon and an obligation of the Authority contingent upon future funding, compliance by the contractor to the Specifications and Addenda, if any; the Affirmative Action Plan adopted by the Board of Trustees; bonding and insurance requirements and all applicable laws relating to contractual obligations of the Authority.

Section 5. That the Greater Cleveland Regional Transit Authority's Board of Trustees expects that Electronic Data Magnetics, Inc. will attempt to exceed the 0% minimum DBE goal assigned to this procurement.

Section 6. That this resolution shall become effective immediately upon its adoption.

Adopted: November 17, 2020

President

Attest: _____
Interim Secretary-Treasurer



TITLE/DESCRIPTION:		Resolution No.:
CONTRACT: NEXT GENERATION TELEPHONE SERVICE FOR ONE YEAR		2020-87
VENDOR: CBTS, LLC DBA CBTS TECHNOLOGY SOLUTIONS, LLC		Date:
AMOUNT: NTE \$204,602.16		November 12, 2020
ACTION REQUEST:		Initiator: Information Technology Department
<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____		

- 1.0 PURPOSE/SCOPE: This resolution will authorize the Authority to enter into a contract for the purchase of Next Generation Telephone Service for one year through the State of Ohio, Department of Administrative Services, Cooperative Purchasing Program.

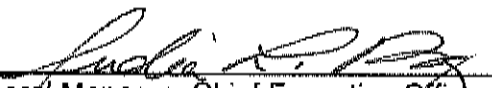
- 2.0 DESCRIPTION/JUSTIFICATION: To meet the communication needs for the GCRTA, the IT Department historically operated and maintained a substantial network of Private Branch Exchange Telephone switches, otherwise known as PBX's, for critical internal and external voice communication. The cost to procure and maintain these systems was high and the opportunity for Disaster Recovery/Business Continuity was low. Therefore, in 2016 the IT Department tested and evaluated a hosted telephony solution called Next Generation Telephone System, or NGTS, offered by Cincinnati Bell Technology Solutions, under the State of Ohio's Cooperative Purchasing Program. During a pilot program the system was found to be very capable and full featured, and the IT Steering Committee directed the IT Department to move forward. On November 15, 2016, the Board of Trustees, by Resolution No. 2016-103, authorized Contract No. 2016-131 for the purchase of hardware for the phone system implementation and data network switches for the LAN implementation program. The implementation of the new telephone system was completed. The Authority must purchase this hosted service on an annual basis. These services are available through the State of Ohio, Department of Administrative Services, Cooperative Purchasing Program.

- 3.0 PROCUREMENT BACKGROUND: Section 306.43(H)(4) of the Ohio Revised Code provides political subdivisions within the State of Ohio the opportunity to participate in contracts negotiated and executed by the State of Ohio, Department of Administrative Services, Cooperative Purchasing Program for the purchase of supplies, services, equipment and certain materials. The Board of Trustees has authorized the General Manager, Chief Executive Officer to utilize such contracts by Resolution No. 1990-69. The State of Ohio Cooperative Purchasing Program includes a contract with CBTS, LLC dba CBTS Technology Solutions, LLC for NGTS Telephone Service under State Term Schedule No. MCSA00003.

A cost analysis was performed by the Procurement Department and it has been determined that the price is fair and reasonable to the Authority.

- 4.0 AFFIRMATIVE ACTION/DBE BACKGROUND: The Office of Business Development does not conduct Affirmative Action reviews or establish DBE goals on procurements included in the State Cooperative Purchasing Program.
- 5.0 POLICY IMPACT: Does not apply.
- 6.0 ECONOMIC IMPACT: This procurement shall be payable from the General Fund, Information Technology Department budget, at a total price not to exceed \$204,602.16 for a period of one year. This total is less than 1% below the \$205,000.00 estimate for this purchase.
- 7.0 ALTERNATIVES: Reject this offer. Rejection of this offer would leave the Authority without the ability to provide crucial communication services for GCRTA employees and customers.
- 8.0 RECOMMENDATION: It is recommended that the offer of CBTS, LLC, be accepted and the resolution passed authorizing the General Manager, Chief Executive Officer to enter into a contract.
- 9.0 ATTACHMENTS: None.

Recommended and certified as appropriate to the availability of funds, legal form and conformance with the Procurement requirements.



General Manager, Chief Executive Officer

RESOLUTION NO. 2020-87

AUTHORIZING CONTRACT NO. 2020-148 WITH CBTS, LLC, DBA CBTS TECHNOLOGY SOLUTIONS, LLC TO PROVIDE NEXT GENERATION TELEPHONE SERVICE FOR ONE YEAR THROUGH THE STATE OF OHIO, DEPARTMENT OF ADMINISTRATIVE SERVICES, COOPERATIVE PURCHASING PROGRAM, FOR A PRICE NOT TO EXCEED \$204,602.16 (GENERAL FUND, INFORMATION TECHNOLOGY DEPARTMENT BUDGET)

WHEREAS, the Authority has the need to provide telephone service throughout the Authority; and

WHEREAS, such service is available through the State of Ohio, Department of Administrative Services, Cooperative Purchasing Program; and

WHEREAS, CBTS, LLC dba CBTS Technology Solutions, LLC ("CBTS, LLC") with an office located at 221 East Fourth Street, Cincinnati, OH 45202, has offered to provide such service for a total contract amount not to exceed \$204,602.16 for a period of one year; and

WHEREAS, Section 306.43 (H)(4) of the Ohio Revised Code provides political subdivisions within the State of Ohio, the opportunity to participate in contracts executed by the State of Ohio, Department of Administrative Services; and

WHEREAS, the Board of Trustees authorized utilization of the Cooperative Purchasing Program in Resolution No.1990-69; and

WHEREAS, the General Manager, Chief Executive Officer deems it in the best interest of the Authority to utilize the State of Ohio Cooperative Purchasing Program for obtaining said service and recommends acceptance thereof by the Board of Trustees.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Greater Cleveland Regional Transit Authority, Cuyahoga County, Ohio:

Section 1. That the offer from CBTS, LLC, to provide Next Generation Telephone Service for one year, be and the same is hereby accepted.

Section 2. That the General Manager, Chief Executive Officer of the Authority be and she is hereby authorized to enter into a contract with CBTS, LLC to provide said services.

Section 3. That the said contract is entered into under the authority granted by Ohio Revised Code Section 306.43(H)(4) and under the terms of the State of Ohio Cooperative Purchasing Program.

Section 4. This contract shall be funded through the General Fund, Information Technology Department budget, at a total price not to exceed \$204,602.16 for a period of one year.

Section 5. That said contract shall be binding upon and an obligation of the Authority contingent upon future funding, compliance by the contractor with the Specifications and Addenda, if any; the Affirmative Action Plan adopted by the Board of Trustees; bonding and insurance requirements and all applicable laws relating to contractual obligations of the Authority.

Section 6. That this resolution shall become effective immediately upon its adoption.


Adopted: November 17, 2020

President

Attest: _____
Interim Secretary-Treasurer



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

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

Date: November 12, 2020

Subject: Increase to Contract No. 2018-090 for Rental & Maintenance of Shop Uniforms
with Cintas Corporation No. 2

At the November 17, 2020 meeting of the Board of Trustees, GCRTA management will seek approval to award an increase to Contract No. 2018-090 for rental and maintenance of shop uniforms.

On December 18, 2018, Contract No. 2018-090 was awarded under Resolution No. 2018-106 to Cintas Corporation No. 2 for rental and maintenance of shop uniforms in an amount not to exceed \$183,995.76 per year, for the base three-years, as well as two, one-year options, for a total contract amount not to exceed \$919,978.80.

During the first year of the contract with Cintas Corporation No. 2, Contract Management discovered that funds were being expended faster than anticipated. After further review, it was determined that we underestimated the expense and amount of contract management associated with switching to a new vendor and receiving brand new uniforms.

Prior to 2018 and since 2003, a previous contractor provided these services to Authority employees. For each new negotiated contract, the contractor offered the Authority the option to remain in the existing uniforms, only getting new ones as needed, or to replace all existing uniforms with brand new ones. The Authority consistently selected the least expensive option, which kept employees in the existing uniforms.

The shop uniform contract is unique and unlike other contracts, in that it affects employees at the Main Office Building, as well as, each of the districts, complicating the contract management process. The change in vendors after nearly 15 years, brought certain deficiencies associated with the management of this contract into view. The support of Internal Audit was engaged to evaluate the budget, contract terms and conditions and internal processes. Deficiencies were identified and Contract Management is addressing these findings with new management controls.

Two Change Orders were approved under the General Manager's authority, increasing funding to cover the first year of the contract. Change Order #1, approved on August 18, 2020, added \$29,171.79 and Change Order #2, approved on October 30, 2020, added \$38,280.47. The current total contract amount is NTE \$949,150.59.



Greater Cleveland
Regional Transit Authority

This Resolution requests that the Board of Trustees authorize an annual increase to the contract in an amount not to exceed \$150,418.60 for each of the remaining two base years and each of the two option years, for a new total contract amount not to exceed \$1,589,105.46.

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

IB/MD



TITLE/DESCRIPTION: CONTRACT: INCREASE TO CONTRACT NO. 2018-090 FOR SHOP UNIFORMS VENDOR: CINTAS CORPORATION NO. 2 AMOUNT: ADDITIONAL AMOUNT NTE \$300,837.20 FOR THE REMAINING BASE CONTRACT AND AMOUNTS NTE \$150,418.60 FOR EACH OF TWO OPTION YEARS, FOR A NEW TOTAL CONTRACT AMOUNT NTE \$1,589,105.46	Resolution No.: 2020-88
	Date: November 12, 2020
	Initiator: Fleet Management Department
ACTION REQUEST:ION <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

1.0 **PURPOSE/SCOPE:** This action will allow the Authority to enter into a change order to Contract No. 2018-090 with Cintas Corporation No. 2, to revise the total number of uniforms, adjust the allocation of uniform types amongst employees and add funds for damage and loss protection for uniforms for various bargaining and non-bargaining maintenance employees.

2.0 **DESCRIPTION/JUSTIFICATION:** The Authority supplies uniform rental, maintenance and lockers, as required, for various bargaining and non-bargaining maintenance employees based on job description. Each employee receives 11 sets of uniforms (pants and shirts), of which 5 sets are laundered and maintained weekly. Additionally, some employees may also have reflective and/or flame retardant jackets or coveralls. With respect to bargaining unit employees, these uniforms are provided pursuant to the Authority's collective bargaining agreement with the Amalgamated Transit Union.

3.0 **PROCUREMENT BACKGROUND:** On May 21, 2018, by Resolution No. 2018-106, the Authority entered into a contract with Cintas Corporation No. 2, to provide uniforms, maintenance and lockers to various bargaining and non-bargaining maintenance employees. The contract award was in an annual amount not to exceed \$183,995.76 for the base three years, as well as for two, one-year options, for a total contract amount not to exceed \$919,978.80.

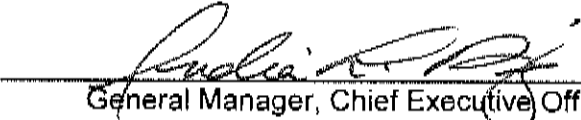
During the first year of the contract it was discovered that the original number of employees using shop uniforms was inaccurate and funds were being expended faster than anticipated. Operations staff, with assistance from members of the Human Resources and Safety Departments, did a thorough analysis of the positions requiring shop uniforms and the associated job descriptions to determine the type of uniform best suited for each position. Upon completion of the analysis, Operations staff provided updated quantities to Procurement to adjust the requirements contract based on the new information. Change Order 1 was approved on August 18, 2020 for \$29,171.79. Change Order 2 was approved on October 30, 2020 for \$38,280.47. Both of these change orders were needed to fund the first year of the contract. This resolution seeks to add the necessary funding for the remaining base two years of the contract, as well as two option years. This change order was discussed and approved by the Change Order Committee.

A price analysis has been performed and the Procurement Department has determined that the increase is fair and reasonable to the Authority.

4.0 **AFFIRMATIVE ACTION/DBE BACKGROUND:** All Affirmative Action requirements have been met. A 0% DBE participation goal was established for this procurement due to the lack of certified DBE firms.

- 5.0 POLICY IMPACT: Does not apply.
- 6.0 ECONOMIC IMPACT: This change order will be payable through the General Fund, Fleet Management Department budget, in an amount not to exceed \$300,837.20 for the remaining base contract and in an amount not to exceed \$150,418.60 for each of the two option years, for a new total contract amount not to exceed \$1,589,105.46.
- 7.0 ALTERNATIVES: Reject this offer. Rejection of this offer will prevent the Authority from providing rental and maintenance of shop uniforms to various bargaining and non-bargaining maintenance employees thus affecting the GCRTA's ability to maintain compliance with the union contract.
- 8.0 RECOMMENDATION: It is recommended that the offer of Cintas Corporation No. 2 be accepted and the resolution passed authorizing the General Manager, Chief Executive Officer to modify the contract.
- 9.0 ATTACHMENTS: Attachment A -- Change Order Log.

Recommended and certified as appropriate to the availability of funds, legal form and conformance with the Procurement requirements.



General Manager, Chief Executive Officer

Attachment A

Change Order Log

Rental & Maintenance of Shop Uniforms

Contract #2018-090

Contractor: Cintas Corporation No. 2

Original Contract Amount \$919,978.80

Total Change Order Amount To Date: \$67,452.26

Total G.M. C.O. Authority: \$100,000.00

Remaining G.M. C.O. Authority: \$32,547.74

<i>ITEM NO.</i>	<i>NOTE</i>	<i>APPROVAL DATE</i>	<i>CHANGE ORDER</i>	<i>APPROVAL AUTHORITY</i>	<i>NEW CONTRACT AMOUNT</i>
1	1	08/18/2020	\$29,171.79	General Manager	\$949,150.59
2	2	10/30/2020	\$38,280.47	General Manager	\$987,431.06
3	3	Pending	\$601,674.40	Board of Trustees	\$1,589,105.46

NOTES/CHANGE ORDER DESCRIPTION:

1. Add funds to year one of contract for changes to quantities of employees in each type of uniform and associated costs. This is a partial increase – additional increase forthcoming after further discussions and decisions by management.
2. After a complete review and analysis of the total number of positions requiring shop uniforms and the uniform types, it has been determined that an additional \$38,280.47 is necessary to complete year one of the contract. This takes into consideration a credit of \$16,502.12 for insurance charges billed to the Authority without proper authorization.
3. Additional funding to increase remaining two years of the base contract and each of two option years.

RESOLUTION NO. 2020-88

AUTHORIZING AN INCREASE TO CONTRACT NO. 2018-090 WITH CINTAS CORPORATION NO. 2 TO REVISE THE SCOPE OF SERVICES FOR RENTAL AND MAINTENANCE OF SHOP UNIFORMS IN AN AMOUNT NTE \$300,837.20 FOR THE REMAINING BASE CONTRACT AND IN AN AMOUNT NTE \$150,418.60 FOR EACH OF TWO OPTION YEARS, FOR A NEW TOTAL CONTRACT AMOUNT NTE \$1,589,105.46 (GENERAL FUND, FLEET MANAGEMENT DEPARTMENT BUDGET)

WHEREAS, the Authority provides uniform rental and maintenance to various bargaining and non-bargaining maintenance employees based on job description; and

WHEREAS, an offer was received from Cintas Corporation No. 2 with an office located at 6800 Cintas Boulevard, Mason, OH 45040, to provide rental and maintenance of shop uniforms, as required, on September 18, 2018 for a three year period with two one-year options; and

WHEREAS, on May 21, 2018, Resolution No. 2018-106 authorized Contract No. 2018-090 with Cintas Corporation No. 2 to provide rental and maintenance of shop uniforms, as required, in an amount not to exceed \$551,987.28 for the base three years, and in an amount not to exceed \$183,995.76 for each of the two option years, for a total contract amount not to exceed \$919,978.80; and

WHEREAS, the General Manager, Chief Executive Officer approved Change Order No. 1 in the amount of \$29,171.79 on August 18, 2020 and Change Order No. 2 in the amount of \$38,280.47 on October 30, 2020, both authorizing payments for modifications that were made to meet employees' uniform needs during the first year of the contract; and

WHEREAS, based on an analysis of those modifications, the Authority has recognized the need to revise the scope of services for rental and maintenance of shop uniforms which, after negotiations with the contractor, will result in an increase to the contract in an amount not to exceed \$300,837.20 for the remaining base two year contract, and in an amount not to exceed \$150,418.60 for each of the two option years, for a new total contract amount not to exceed \$1,589,105.46; and

WHEREAS, the General Manager, Chief Executive Officer deems it is in the best interest of the Authority to revise the scope of services for rental and maintenance of shop uniforms.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Greater Cleveland Regional Transit Authority, Cuyahoga County, Ohio:

Section 1. That the offer of Cintas Corporation No. 2 to revise the scope of services for rental and maintenance of shop uniforms is hereby accepted.

Section 2. That the General Manager, Chief Executive Officer of the Authority be and she is hereby authorized to amend Contract 2018-090 with Cintas Corporation No. 2, to revise the scope of services for rental and maintenance of shop uniforms.

Section 3. This change order will be payable through the General Fund, Fleet Management Department budget, in an amount not to exceed \$300,837.20 for the remaining base contract and in an amount not to exceed \$150,418.60 for each of the two option years, for a new total contract amount not to exceed \$1,589,105.46.

Section 4. That the General Manager, Chief Executive Officer's change order authority is reinstated in its entirety.

Section 5. That all other terms and conditions of the original contract remain unchanged.

Section 6. That this resolution shall become effective immediately upon its adoption.

Adopted: November 17, 2020

President


Attest: _____
Interim Secretary-Treasurer



TITLE/DESCRIPTION: REPEALING CHAPTERS 1084, 1085 AND 1086 AND ENACTING A NEW CHAPTER 1086 OF THE CODIFIED RULES AND REGULATIONS OF THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY	Resolution No.: 2020- 39
	Date: November 12, 2020
	Initiator: Operations
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other	

- 1.0 PURPOSE/SCOPE: This resolution will repeal Chapters 1084 "Service to Elderly and Handicapped," 1085 "ADA Complementary Paratransit Plan" and 1086 "Accessible Transit Services Policy" and enact a new Chapter 1086 "Paratransit and Accessible Service Policy" of the Codified Rules and Regulations ("Code") of the Greater Cleveland Regional Transit Authority.
- 2.0 DESCRIPTION/JUSTIFICATION: Chapter 1084 was enacted in 1984. Chapter 1085 was enacted in 1995. Chapter 1086 was enacted in 1991. Although the Authority's operations have evolved over time, these provisions have not been amended or updated since they were enacted. Earlier this year, the Board of Trustees enacted a Bylaws provision establishing a three year cycle for reviewing and updated the provision of the Code Book.
- 3.0 PROCUREMENT BACKGROUND: Does not apply.
- 4.0 AFFIRMATIVE ACTION/DBE BACKGROUND: Does not apply.
- 5.0 POLICY IMPACT: Adoption of the resolution will bring the Authority's Paratransit policy up to date to be consistent with current law and Federal Transit Administration guidance.
- 6.0 ECONOMIC IMPACT: Does not apply.
- 7.0 ALTERNATIVES: Not adopting this resolution. Not adopting this resolution would result in a Paratransit policy that remains out of date.
- 8.0 RECOMMENDATION: This resolution was discussed at the November 10, 2020 Committee of the Whole meeting and recommended for consideration by the full Board of Trustees. It is recommended that this resolution be adopted.
- 9.0 ATTACHMENTS: A. Red-line of Chapters 1084, 1085 and 1086

Recommended and certified as appropriate to the availability of funds, legal form and conformance with the Procurement requirements.


General Manager, Chief Executive Officer

ATTACHMENT A TO STAFF SUMMARY

77

CHAPTER 1084 Service to Elderly and Handicapped

~~1084.01—Fee for disabled discount fare cards.~~ ~~1084.02—Fee for senior citizen discount fare cards.~~

CROSS REFERENCES

~~Fares for elderly and handicapped persons—see 49 U.S.C.A. 1604b~~
~~Maximum amount of fares for elderly and handicapped persons utilizing project facilities and equipment receiving assistance—see 49 U.S.C.A. 1604(m)~~
~~Planning and design of mass transportation facilities to meet special needs of the elderly and the handicapped—see 49 U.S.C.A. 1612~~
~~Nondiscrimination—see 49 U.S.C.A. 1615~~
~~Human resources programs public transportation activities—see 49 U.S.C.A. 1616~~
~~Transportation for elderly and handicapped persons—see 49 C.F.R. Part 609~~
~~Senior citizen and handicapped fares—see VEH. & OP. 840.04~~
~~Modification in service—see SERV. Ch. 1050~~
~~Service to activity centers—see SERV. Ch. 1080~~
~~Eligibility of non-ADA certified senior citizens for ADA complementary paratransit service—see SERV. 1085.01~~

~~FEE FOR DISABLED DISCOUNT FARE CARDS.~~

~~A fee of three dollars (\$3.00) shall be charged for new or replacement disabled discount fare cards to defray costs of card production and program administration. (Res. 1984 212. Passed 9-18-84.)~~

~~FEE FOR SENIOR CITIZEN DISCOUNT FARE CARDS.~~

~~A fee of three dollars (\$3.00) shall be charged for new or replacement senior citizen discount fare cards to defray costs of card production and program administration. (Res. 1984 212. Passed 9-18-84.)~~

2018 Replacement

~~CHAPTER 1085
ADA Complementary Paratransit Plan~~

~~EDITOR'S NOTE: Resolution 1992-45, passed March 17, 1992, adopted the Americans With Disabilities Act (ADA) Complementary Paratransit Plan in accordance with 49 Code of Federal Regulations, Parts 27, 37 and 38; Transportation for Individuals With Disabilities; Final Rule, September 6, 1991. Resolutions 1997-33, passed February 18, 1997, and 2003-140, passed September 16, 2003, amended the Plan. Copies of this Plan, and of any amendments thereto, may be obtained, at cost, from the Secretary to the Board of Trustees.~~

~~Resolution 1997-186, passed October 21, 1997, authorized the replacement of the Paratransit Plan's no show policy with a revised policy. Copies of such resolution and of the revised policy may be obtained, at cost, from the Secretary to the Board of Trustees.~~

~~Resolution 1994-73, passed May 17, 1994, authorized an agreement between LAKETRAN and the GCRTA for the coordination of ADA service in areas served by LAKETRAN and the Authority.~~

~~1085.01—Eligibility of non-certified customers for service.~~

~~CROSS REFERENCES~~

~~Fares for elderly and handicapped persons—see 49 U.S.C.A. 1604b-
Maximum amount of fares for elderly and handicapped persons utilizing
project facilities and equipment receiving assistance—see 49 U.S.C.A.
1604(m)
Planning and design of mass transportation facilities to meet special needs of
the elderly and the handicapped—see 49 U.S.C.A. 1612
Nondiscrimination—see 49 U.S.C.A. 1615
Human resources programs public transportation activities—see 49 U.S.C.A.
1616
Transportation for elderly and handicapped persons—see 49 C.F.R. Part 609
Senior citizen and handicapped fares—see VEH. & OP. 840.04
Modification in service—see SERV. Ch. 1050-
Service to activity centers—see SERV. Ch. 1080~~

~~1085.01 ELIGIBILITY OF NON-CERTIFIED CUSTOMERS FOR SERVICE.~~

~~(a) The General Manager/Secretary Treasurer of the Authority is hereby authorized to certify all Community Responsive Transit (CRT) riders who are currently sixty-five years or older and all other persons who will be sixty-five years or older as of December 31, 1996, and who wish to use RTA paratransit services, and who are not otherwise eligible for special paratransit services as defined under the Americans With Disabilities Act (ADA) for mobility impaired persons (non-ADA certified), as eligible for RTA ADA Complementary Paratransit Service—Category III.~~

~~(b) All Category III service trips that are five miles or less in length (origin to destination) will be provided curb-to-curb without regard to the RTA ADA Complementary Paratransit Service Plan definitions of service area (i.e. within three-quarters of a mile of a fixed route service) and service periods (i.e. days and hours that fixed route service is normally operated). All Category III service trips that are greater than five miles in length (origin to destination) will be provided as specified in the RTA ADA Complementary Service Plan (i.e. feeder to fixed route service).~~

~~(c) In accordance with the ADA regulations that apply when there is insufficient capacity to meet all the trip demands of both ADA-certified and non-ADA-certified customers, all trip requests from ADA-certified customers must be fully accommodated before accommodating the trip requests of non-ADA-certified customers.~~

~~(d) A priority system to distinguish between ADA-certified and non-ADA-certified customers shall be developed and implemented to accommodate the provisions of subsection (c) hereof.
(Res. 1995-9. Passed 2-21-95.)~~

CHAPTER 1086
Accessible Transit Services Policy

1086.01 Purpose; scope.	1086.03 General policies.
1086.02 Legal authority.	1086.04 Implementation.

CROSS REFERENCES

~~Americans With Disabilities Act — see 42 U.S.C.A. 12101 et seq.
General provisions and definitions — see SERV. Ch. 1010~~

~~1086.01 — PURPOSE; SCOPE.~~

~~The purpose of this policy is to guide Authority activities relative to its various service modes so as to culminate in full system accessibility. This is accomplished through the integration of fixed rail and bus services with paratransit services (CRT) into a network of services comparable to that available to the general public. (Res. 1991-23. Passed 1-22-91.)~~

~~1086.02 — LEGAL AUTHORITY.~~

~~This policy is developed in compliance with the newly enacted Americans With Disabilities Act (ADA) and revised rules issued by the U.S. Department of Transportation on October 4, 1990. These rules now require that:~~

- ~~(a) — All transit vehicles purchased after August 26, 1990, must be accessible; and~~
- ~~(b) — Transit operators must maintain current levels of paratransit service pending the issuance of final rules concerning supplemental services under ADA.~~

~~(Res. 1991-23. Passed 1-22-91.)~~

~~1086.03 — GENERAL POLICIES.~~

~~(a) — Integrated Accessible Transit Network. The continuing development of Authority's accessible transit system should be guided by the same principles of distribution as apply to general public services. Fixed rail and bus services should be the primary service modes available to all disabled persons who are physically capable of using these modes. Paratransit service (CRT) should supplement the fixed route network and its capacity dedicated to those persons who are unable to use the fixed route network.~~

~~(b) Quality of Accessible Services. The quality and utility of accessible transit services shall be comparable to services offered to the general public. Disabled passengers shall be afforded similar access to destinations, trip distances, wait and ride times, safety and reliability as the general public.~~

~~(e) Community Participation. The Authority's efforts to implement full accessibility should be guided by the interests and needs of the disabled community.~~

~~(d) Coordination With Community Resources. The allocation of the Authority's accessible transit services should be coordinated with similar services offered by municipalities, private and public agencies, and the private sector in order to minimize duplication of effort and eliminate gaps in service availability.
(Res. 1991-23. Passed 1-22-91.)~~

1086.04 — IMPLEMENTATION.

~~(a) Integrated Accessible Transit Network.~~

~~(1) Staff should be directed to develop appropriate mechanisms to support utilization of substantial capacity offered by a fully accessible fixed route network, and to preserve limited paratransit capacity for those persons unable to utilize fixed route services. Staff considerations should include service levels, pricing strategies, and eligibility guidelines which will support full utilization consistent with the allocation of resources mandated by Federal regulations and Authority policy.~~

~~(2) Examples of staff actions are as follows:~~

- ~~A. Assess the need for changes in CRT service levels, notably Saturdays, weekday evening/nights and weekday capacity;~~
- ~~B. Determine the appropriate relationship of fixed route and paratransit service fares;~~
- ~~C. Review and revise, as appropriate, the eligibility guidelines for paratransit service; and~~
- ~~D. Implement travel "buddy system" to assist disabled passengers using fixed route services.~~

~~(b) Quality of Accessible Services.~~

~~(1) Staff should be directed to prepare a plan governing deployment of accessible vehicles leading to 100 percent accessibility of all bus lines, applying such criteria as residential distribution of disabled population, access to major destinations, and service performance guidelines similar to those adopted for the overall system. Rail station rehabilitation and~~

~~1991 Replacement~~

~~retrofit projects should be prioritized for accessibility in consideration of passenger volumes, interface with accessible bus routes, and proximity to the disabled population. Physical barriers at designated transfer points caused by high curbs, street hardware and traffic signal devices should be identified, and actions taken with responsible jurisdictions to eliminate these barriers. Future paratransit service adjustments should focus on eliminating current gaps in service and should be preceded by appropriate management actions to maximize available service capacity.~~

~~(2) Examples of staff actions are as follows:~~

- ~~A. Refine deployment criteria for accessible buses;~~
- ~~B. Develop accessible performance guidelines;~~
- ~~C. Prepare operator and administrative staff training and sensitivity awareness materials;~~
- ~~D. Eliminate physical barriers at rail stations and major transfer points;~~
- ~~E. Restructure cross-county medical service;~~
- ~~F. Optimize CRT passenger scheduling procedures; and~~
- ~~G. Increase monitoring of program performance.~~

~~(e) Community Participation.~~

~~(1) Staff should be directed to establish a working advisory committee which is representative of all segments of the disabled community to review Authority vehicle deployment plans, rail system accessibility plans and paratransit service adjustments and to monitor program performance.~~

~~(2) Examples of staff actions are as follows:~~

- ~~A. Hold public meetings; and~~
- ~~B. Meet with advisory committee on a regular basis.~~

~~(d) Coordination With Community Resources.~~

~~(1) Staff should be directed to inventory all relevant transportation resources provided in the community and work with providers to coordinate such resources.~~

~~(2) Examples of staff actions are as follows:~~

- ~~A. Maintain communications with other providers; and~~
- ~~B. Inventory available services.~~

~~(Res. 1991-23. Passed 1-22-91.)~~

RESOLUTION NO. 2020-89

REPEALING CHAPTERS 1084, 1085 AND 1086 AND ENACTING A NEW
CHAPTER 1086 OF THE CODIFIED RULES AND REGULATIONS OF THE
GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY

WHEREAS, pursuant to Resolution No. 1989-176, the Board of Trustees of the Authority codified the resolutions establishing its policies and procedures; and

WHEREAS, portions of the Paratransit policy were last updated in 1984, 1991 and 1995;
and

WHEREAS, the Authority has determined that, although the Authority's operations have evolved over time, Chapters 1084, 1085 and 1086 need to be updated to remain consistent with current operations.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Greater Cleveland Regional Transit Authority, Cuyahoga County, Ohio:

Section 1. That Chapters 1084, 1085 and 1086 are hereby repealed.

Section 2. That new chapter 1086 is hereby enacted to read as specified in Attachment A hereto.

Section 2. That the Board of Trustees hereby waives the fourteen-day period provided for in Article XI, Section 2 of the Bylaws.

Section 3. That this resolution shall become effective immediately upon its adoption.

Attachment: A. Chapter 1086

Adopted: November 17, 2020

President

Attest: _____
Interim Secretary-Treasurer

ATTACHMENT A TO RESOLUTION

Chapter 1086 Paratransit and Accessible Service Policy

CROSS REFERENCES

Americans With Disabilities Act – see 42 U.S.C.A. 12101 et seq.
Americans with Disabilities Act Accessibility Specifications for Transportation Vehicles – see 49 C.F.R. Part 38
Transportation for elderly and handicapped persons - see 49 C.F.R. Part 609
Americans With Disabilities Act Guidance – see FTA Circular 4710.1
Topic Guides on ADA Transportation – see <https://dredf.org/ADAtg/index.shtml>
Fares for senior citizens and individuals with disabilities - see VEH. & OP. 840.03

1086.01 PURPOSE; SCOPE

- (a) This policy is to guide Authority activities relative to its various service modes so as to culminate in full system accessibility for individuals with disabilities.
- (b) The Authority's Paratransit service is a "shared ride", origin-to-destination service available for those whose who, due to a functional disability or condition, are unable to use the fixed-route system. Eligibility may be unconditional, temporary, or under certain conditions. Federal regulations define the ADA paratransit service area as being within $\frac{3}{4}$ mile of a local fixed route when that route is in operation. (Res. 1991-23. Passed 1-22-91.)
- (c) The Authority will provide a "shared ride" service for grandfathered Community Responsive Transit riders who were born on or before December 31, 1931.
- (d) The Authority will provide a "shared ride" service for trips that are five (5) miles or less in length for individuals who, due to a functional disability or condition, are unable to use the fixed-route system and live beyond the $\frac{3}{4}$ mile radius.

1086.02 GENERAL POLICIES

- (a) Integrated Accessible Transit Network. The continuing development of the Authority's accessible transit system should be guided by the same principles of distribution as apply to general public services. Fixed rail and bus services should be the primary service modes available to all disabled persons who are functionally capable of using these modes. Paratransit service should supplement the fixed route network and its capacity dedicated to those persons who are unable to use the fixed route network due to their ADA recognized disability.
- (b) Community Participation. The Authority's efforts to implement full accessibility should consider the interests and needs of the community through activities such as public meetings and advisory committees.

ATTACHMENT A TO RESOLUTION

1086.03 IMPLEMENTATION

- (a) Eligibility for Paratransit service will be determined in accordance with the Americans with Disabilities Act and other applicable laws.
- (b) Staff will work under administrative procedures and in compliance with current applicable laws.

1086.04 ADMINISTRATIVE PROCEDURES

- (a) The General Manager, CEO is authorized to adopt procedures to implement this policy and shall ensure that a Paratransit Customer Handbook is maintained. The Paratransit Customer Handbook shall reflect the most up-to-date administrative laws, industry best practices, FTA guidance, and Department of Justice guidance.
- (b) The Paratransit Customer Handbook shall replace the ADA Complementary Paratransit Plan enacted in Resolution No. 1992-045, and subsequently revised in Resolution Nos. 1995-009, 1997-033 and 2003-140.


(Res. 2020-XX. Passed XX-XX-20.)



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: November 12, 2020

Subject: Easement Request - Shoreline Storage Tunnel – Northeast Ohio Regional Sewer District (“NEORS”)”))

We are seeking authorization to provide a permanent subterranean easement to NEORS to facilitate the construction, access and future maintenance of the Shoreline Storage Tunnel under GCRTA property located at 10525 Dupont Avenue, Cleveland, OH, known as the Dupont Bus Loop.

This tunnel is part of the NEORS combined sewer overflow project being constructed throughout the county known as “Project Clean Lake”. The tunnel system crosses under GCRTA property at multiple points requiring multiple easements when complete. The Board of Trustees approved permanent easements for the Doan Valley Tunnel (2017-083) and the Westerly Tunnel (2019-108). The proposed agreement is consistent with the previous easements.

The price offered by the NEORS was determined by a certified appraiser and is consistent with previous easements.

We recommend that the resolution be approved.

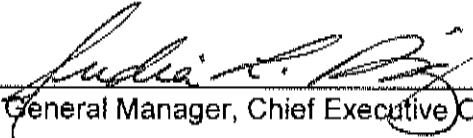
ILB/JR



TITLE/DESCRIPTION: EASEMENT: GRANT OF PERMANENT SUBTERRANEAN EASEMENT TO THE NEORS D FOR THE SHORELINE STORAGE TUNNEL PROJECT ON PPN 108-16-019 IN CLEVELAND, OH. GRANTEE: NORTHEAST OHIO REGIONAL SEWER DISTRICT AMOUNT: \$28,800.00	Resolution No.: 2020-90
	Date: November 12, 2020
	Initiator: Programming & Planning
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other	

- 1.0 **PURPOSE/SCOPE:** This resolution seeks Board approval to grant a permanent subterranean right-of-way and easement to the Northeast Ohio Regional Sewer District ("NEORS D") for the purpose of constructing, maintaining and having access to a new combined sewer overflow control project known as the Shoreline Storage Tunnel (the "Tunnel") under GCRTA property known as PPN 108-16-019 located at the Dupont Bus Loop, Cleveland, OH.
- 2.0 **DESCRIPTION/JUSTIFICATION:** The easement for this Tunnel project consists of 0.0915 acres or 3,985.74 square feet at a depth of one hundred and ten feet below grade. The Tunnel is twenty-three feet in diameter. The Tunnel is part of the NEORS D combined sewer overflow project ("CSO") being constructed throughout Cuyahoga County known as "Project Clean Lake". The easement will not interfere with the present or future use of the GCRTA property nor create any safety hazards.
- 3.0 **PROCUREMENT BACKGROUND:** Does not apply.
- 4.0 **DBE/AFFIRMATIVE ACTION BACKGROUND:** Does not apply.
- 5.0 **POLICY IMPACT:** The Real Estate Policies of the GCRTA specify that the Board of Trustees must approve any permanent easement with a value equal to or in excess of \$2,500.00. The easement described herein is a permanent easement under Chapter 470 of GCRTA's Code of Rules and Regulations.
- 6.0 **ECONOMIC IMPACT:** The value of the easement was determined by a certified appraisal and appraisal review to be \$28,800.00. The funds received for granting this easement will be deposited in the GCRTA General Fund.
- 7.0 **ALTERNATIVES:** The RTA can refuse to grant the easement.
- 8.0 **RECOMMENDATION:** Staff recommends the Board of Trustees approve the resolution to authorize granting the Permanent Right-of-way and Easement to the NEORS D.
- 9.0 **ATTACHMENTS:**
 - A. Draft Easement
 - B. Easement Location Map
 - C. Easement Legal Description

Recommended and certified as appropriate to the availability of funds, legal form and conformance with the Procurement requirements.



General Manager, Chief Executive Officer

SEWER EASEMENT

Part PPN: P07 (108-16-019)

KNOW ALL MEN BY THESE PRESENTS:

That the Greater Cleveland Regional Transit Authority, a regional transit authority organized and existing as a political subdivision of the State of Ohio under Chapter 306 of the Ohio Revised Code, acting pursuant to Resolution No. 2020- ____, adopted by its Board of Trustees on _____, 2020 the GRANTOR herein, claiming title by or through an instrument recorded in Volume 92-8935, Page 4, Cuyahoga County Records, for and in consideration of the sum of Twenty-Eight Thousand Eight Hundred Dollars (\$28,800.00), and other valuable consideration received in full satisfaction, does hereby give, grant, bargain and convey, to the NORTHEAST OHIO REGIONAL SEWER DISTRICT, a regional sewer district organized and existing as a political subdivision of the State of Ohio under Chapter 6119 of the Ohio Revised Code, acting pursuant to Resolution No. _____, adopted by its Board of Trustees on _____2020, the GRANTEE herein, the perpetual right of way and easement, for the purposes hereinafter mentioned, under the premises described in Exhibit "A" and shown on Exhibit "B," attached hereto and made a part hereof.

The easement and rights herein granted shall include the right of uninterrupted subterranean access, to and from the herein described premises for the purposes of installing, constructing, reconstructing, operating, repairing, inspecting and maintaining public sanitary

sewers together with appurtenances.

Whenever work and/or maintenance of any kind is performed on the Premises pursuant to the rights granted in this easement, the GRANTEE shall bear all responsibility for the prompt restoration, at the GRANTEE'S sole cost and expense, of the Premises and their environs to their original condition.

The GRANTOR hereby reserves the right to the use of said premises within the limits of the above described permanent easement for purposes which are not herein expressly prohibited by, and are not inconsistent with, the easement and rights herein granted, so long as said use does not interfere with the structural integrity of said sanitary sewers and appurtenances.

GRANTEE, to the extent allowed by law, agrees to hold harmless GRANTOR and GRANTOR's agents, representatives, employees, tenants, invitees, licensees, lessees, sublessees and assigns from and against all GRANTEE claims, actions, judgments, costs, penalties, liabilities, damages losses and expenses, including but not limited to attorney's fees and workers' compensation benefits, for GRANTEE's proportionate share and the proportionate share of any entity employed or contracted by GRANTEE arising out of or resulting from the use or exercise of the rights and privileges herein conferred.

GRANTEE shall procure and maintain at its sole cost and expense Commercial General Liability insurance for bodily injury and property damage coverage of at least \$10,000,000 per occurrence or claim and a general aggregate limit of at least \$10,000,000. Such insurance shall cover all of GRANTEE's operations both at and away from the project site. Such insurance shall not have any exclusion for Cross Liability or Cross-Suits. In addition the insurance shall not have any exclusion for Explosion, Collapse and Underground perils (xcu) and for construction or demolition work within 50 feet of railroad tracks, the contractual liability exclusion for liability assumed shall be deleted.

a. This insurance shall include coverage for, but not be limited to:

- Premises and operations.
- Products and completed operations.
- Personal injury.
- Advertising injury.

b. Such insurance shall include the following endorsements:

- Additional Insured.
- Separation of Insureds Clause.
- Primary and Non-Contributory wording.
- Waiver of Subrogation.

Products and completed operations insurance shall be maintained for the duration of this Easement. GRANTOR will accept any combination of primary CGL along with Excess or Umbrella policies to meet the minimum coverage requirements contained herein.

TO HAVE AND TO HOLD the above granted permanent easement, rights and right-of-way and its appurtenances to said GRANTEE, and to its successors and assigns forever.

And the GRANTOR, also binding successors and assigns, covenants with the said GRANTEE, and its successors and assigns, that, at and until the sealing of these presents, the GRANTOR is well seized of the above described premises as a good and indefeasible estate in fee simple, has good right to bargain and grant in the same manner and forms as above written, and will warrant and defend said premises with appurtenances thereunto belonging to the GRANTEE, its successors and assigns, against all lawful claims and demands whatsoever for the purposes herein described. Further, the undersigned warrants that he/she is the duly authorized, empowered, and acting agent of GRANTOR for the purpose of executing and delivering to GRANTEE all necessary instruments to effect a good and sufficient conveyance of said easement from GRANTOR to GRANTEE for the hereinabove mentioned consideration.

IN WITNESS WHEREOF, this instrument is executed this _____ day of _____, 2020.

**GREATER CLEVELAND REGIONAL
TRANSIT AUTHORITY**

India L. Birdsong
General Manager, Chief Executive Officer

APPROVED AS TO LEGAL FORM:

By _____
Sheryl King Benford, General Counsel
Deputy General Manager for Legal Affairs

STATE OF OHIO)
) SS.
COUNTY OF CUYAHOGA)

BEFORE ME, a Notary Public, in and for said County and State, came the Greater Cleveland Regional Transit Authority by India L. Birdsong, its General Manager, Chief Executive Officer, who acknowledged that she did sign the foregoing instrument and that the same is the free act and deed of said political subdivision and the free act and deed of such officer.

IN WITNESS WHEREOF, I have hereunto set my hand and notarial seal at

_____ Ohio, this _____ day of _____, 2020.

NOTARY PUBLIC

The legal form of this instrument is approved.

Date: _____, 2020

Eric Luckage
Chief Legal Officer
Northeast Ohio Regional Sewer District

NORTHEAST OHIO REGIONAL SEWER DISTRICT

BY: _____
Kyle Dreyfuss-Wells Chief
Executive Officer

AND: _____
Darnell Brown
President, Board of Trustees

This instrument prepared by:

Julie A. Blair
Assistant General Counsel
Northeast Ohio Regional Sewer District
3900 Euclid Avenue
Cleveland, Ohio 44115
(216) 881-6600

**Permanent Easement SST-P07
Across PPN 108-16-019
0.0915 Acres**

Situated in the City of Cleveland, County of Cuyahoga and State of Ohio, and known as being part of Parcels 4 and 5 in Lot Split and Consolidation Plat of Original One Hundred Acre Lot Nos. 355 and 362 as recorded in Volume 260, Page 60 of the Cuyahoga County Map Records. Also being part of the land conveyed to The Greater Cleveland Regional Transit Authority as recorded in Volume 13869, Page 547 (Parcel No. 176) and Volume 92-8935, Page 4 of the Cuyahoga County Records, being more definitely described as follows;

Commencing in northerly right of way of Dupont Avenue (40 feet wide) at the southeasterly corner of said Parcel 4;

Thence, along the easterly line of said Parcel 4, North 00° 51' 53" West, 106.78 feet to the True Point of Beginning for the easement herein described;

Thence, leaving said easterly line, South 66° 15' 30" West, 141.10 feet to the westerly line of said Parcel 5;

Thence, along the westerly line of said Parcels 4 and 5, North 00° 51' 54" West, 32.56 feet;

Thence, leaving said westerly line, North 66° 15' 30" East, 124.54 feet to the easterly line of said parcel 4;

Thence, along the easterly line of said Parcel 4 the following two courses;

South 31° 21' 53" East, 30.06 feet;

Thence, South 00° 51' 53" East, 0.22 feet to the point of beginning.

Containing within said bounds 0.0915 acres (3,986 square feet) of land as surveyed by KS Associates, Inc. under the supervision of Trevor A. Bixler, Professional Surveyor, No. 7730 in January, 2020.

Bearings are based on the Ohio State Plane, North Zone, NAD83(2011) Grid North.

 2-10-20

Trevor A. Bixler, P.S.
Professional Surveyor, Ohio No. 7730

KS ASSOCIATES
Civil Engineers + Surveyors
260 Burns Road, Suite 100
Elyria, OH 44035
440 365 4730



**PERMANENT EASEMENT
SST-P07**

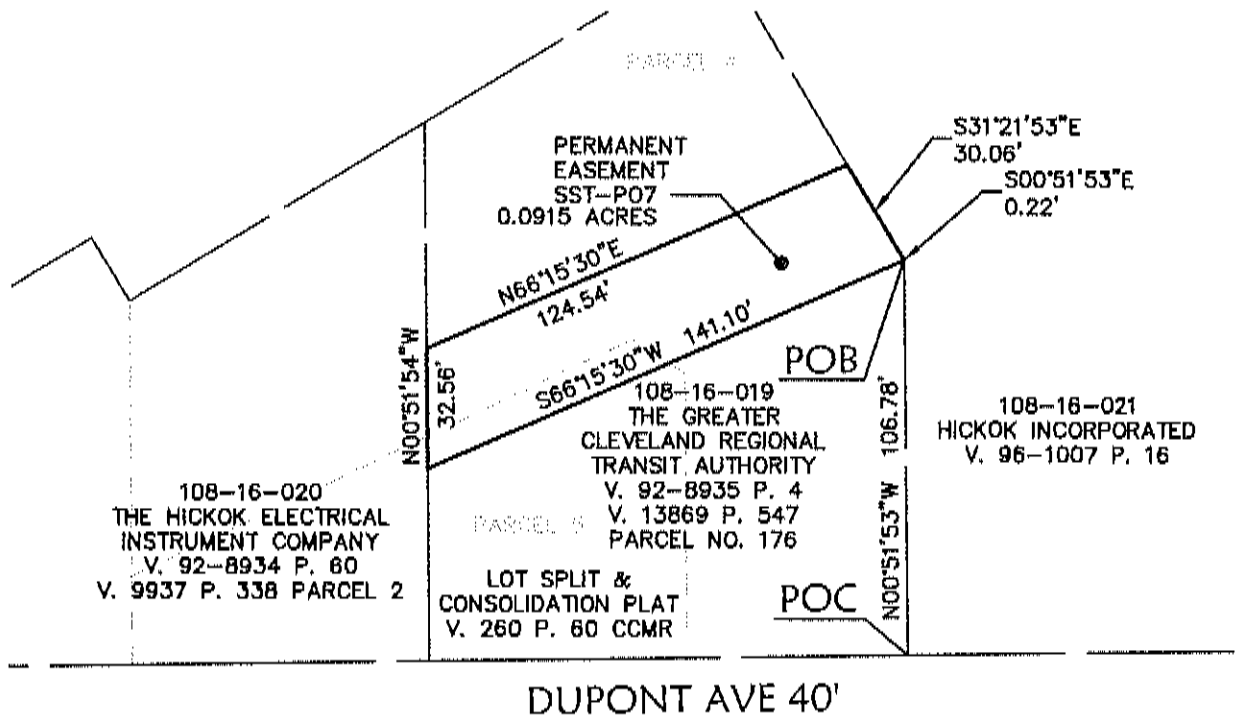
Exhibit B

ACROSS PARCEL NO. 108-16-019
PART OF ORIGINAL 100 ACRE LOT NOS. 355 & 362
CITY OF CLEVELAND,
COUNTY OF CUYAHOGA,
STATE OF OHIO



SCALE: 1"=50'

FEBRUARY 7, 2020



ABBREVIATIONS

CCMR	CUYAHOGA COUNTY MAP RECORDS
P	PAGE
POB	POINT OF BEGINNING
POC	POINT OF COMMENCEMENT
V	VOLUME



KS Associates, Inc.
260 Burns Road, Suite 100
Elyria, OH 44035
P 440 365 4730
F 440 365 4790

KS ASSOCIATES www.ksassociates.com

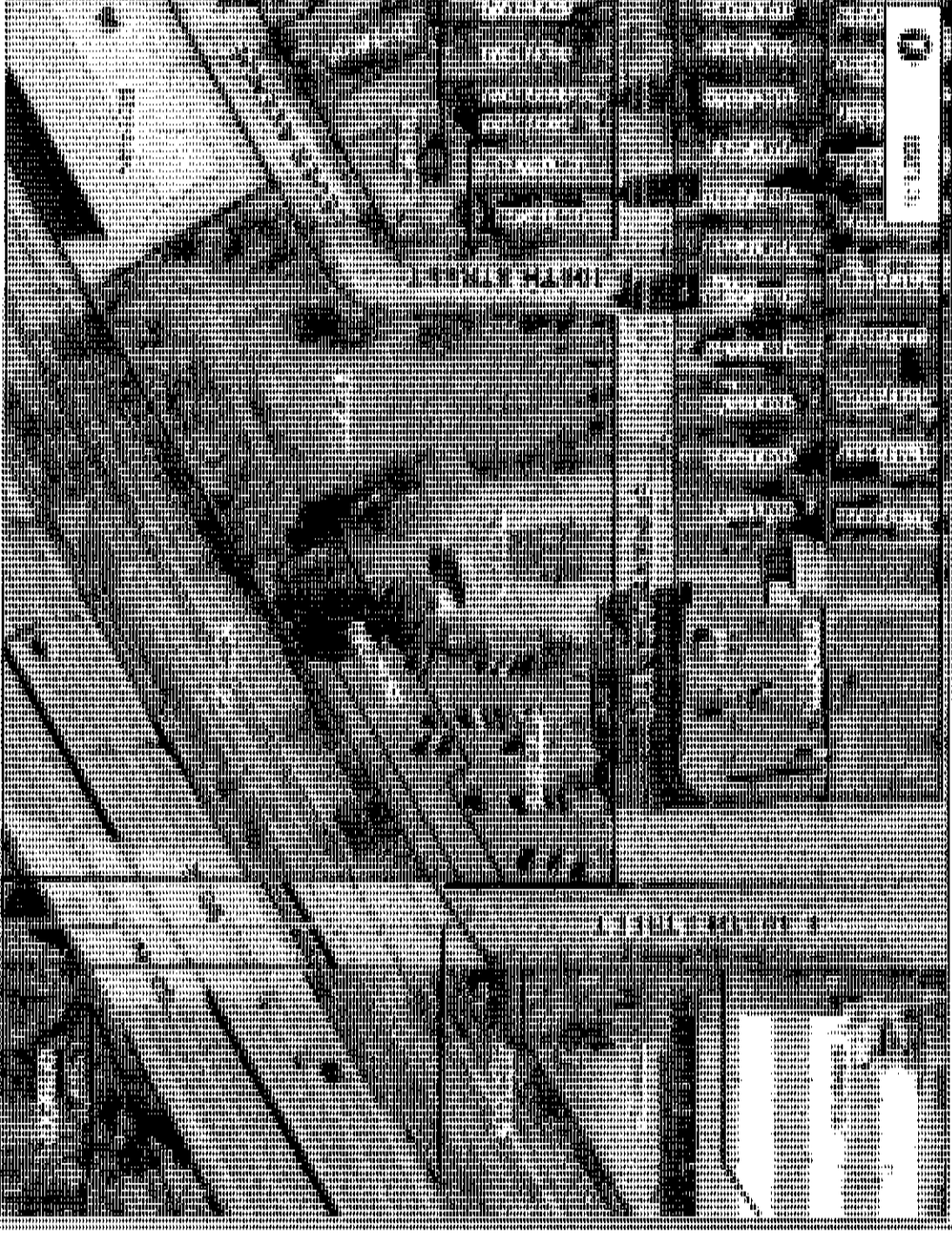
Trevor A. Bixler 2-10-20

TREVOR A. BIXLER
PROFESSIONAL SURVEYOR, OHIO NO. 7730



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**Permanent Easement SST-P07
Across PPN 108-16-019
0.0915 Acres**

Situated in the City of Cleveland, County of Cuyahoga and State of Ohio, and known as being part of Parcels 4 and 5 in Lot Split and Consolidation Plat of Original One Hundred Acre Lot Nos. 355 and 362 as recorded in Volume 260, Page 60 of the Cuyahoga County Map Records. Also being part of the land conveyed to The Greater Cleveland Regional Transit Authority as recorded in Volume 13869, Page 547 (Parcel No. 176) and Volume 92-8935, Page 4 of the Cuyahoga County Records, being more definitely described as follows;

Commencing in northerly right of way of Dupont Avenue (40 feet wide) at the southeasterly corner of said Parcel 4;

Thence, along the easterly line of said Parcel 4, North 00° 51' 53" West, 106.78 feet to the True Point of Beginning for the easement herein described;

Thence, leaving said easterly line, South 66° 15' 30" West, 141.10 feet to the westerly line of said Parcel 5;

Thence, along the westerly line of said Parcels 4 and 5, North 00° 51' 54" West, 32.56 feet;

Thence, leaving said westerly line, North 66° 15' 30" East, 124.54 feet to the easterly line of said parcel 4;

Thence, along the easterly line of said Parcel 4 the following two courses;

South 31° 21' 53" East, 30.06 feet;

Thence, South 00° 51' 53" East, 0.22 feet to the point of beginning.

Containing within said bounds 0.0915 acres (3,986 square feet) of land as surveyed by KS Associates, Inc. under the supervision of Trevor A. Bixler, Professional Surveyor, No. 7730 in January, 2020.

Bearings are based on the Ohio State Plane, North Zone, NAD83(2011) Grid North.

 2-10-20

Trevor A. Bixler, P.S.
Professional Surveyor, Ohio No. 7730

KS ASSOCIATES
Civil Engineers + Surveyors
260 Burns Road, Suite 100
Elyria, OH 44035
440 365 4730



RESOLUTION 2020-90

AUTHORIZING THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY TO GRANT TO THE NORTHEAST OHIO REGIONAL SEWER DISTRICT ("NEORS") A PERMANENT SUBTERRANEAN RIGHT-OF-WAY AND EASEMENT TO ACCESS AND MAINTAIN THE SHORELINE STORAGE TUNNEL ON PARCEL KNOWN AS CUYAHOGA COUNTY PERMANENT PARCEL NUMBER 108-16-019, LOCATED AT THE DUPONT BUS LOOP ON DUPONT AVENUE, CLEVELAND, OHIO, FOR THE PRICE OF \$28,800.00

WHEREAS, the Greater Cleveland Regional Transit Authority ("GCRTA") is the owner of record of the property known as Cuyahoga County Permanent Parcel Number 108-16-019 at the Dupont Bus Loop on Dupont Avenue in Cleveland, Ohio (the "Property"); and

WHEREAS, the Northeast Ohio Regional Sewer District ("NEORS") wishes to construct a combined sewer overflow control project known as the Shoreline Storage Tunnel (the "Tunnel"); and

WHEREAS, the NEORS will require entrance to the Property for construction, access and maintenance of the Tunnel by way of a permanent subterranean right-of-way and easement; and

WHEREAS, the permanent right-of-way and easement covers 0.0915 acres or 3,985.74 square feet of the Property; and

WHEREAS, the permanent right-of-way and easement will not interfere with GCRTA's present or future use of the Property nor create any safety hazards; and

WHEREAS, the fair market value of the permanent right-of-way and easement has been determined by a certified appraisal.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Greater Cleveland Regional Transit Authority, Cuyahoga County, Ohio:

Section 1. That the General Manager, Chief Executive Officer is hereby authorized to grant a permanent subterranean right-of-way and easement to the Northeast Ohio Regional Sewer District ("NEORS") under Permanent Parcel Number 108-16-019, located at the Dupont Bus Loop on Dupont Avenue (the "Property"), Cleveland, Ohio for the price of \$28,800.00.

Section 2. That the General Manager, Chief Executive Officer is hereby authorized to execute all documents required to grant the permanent right-of-way and easement to NEORS and allow access to the Property.

Section 3. That the funds received for granting this permanent right-of-way and easement will be deposited in the GCRTA General Fund.

Section 4. That this resolution shall become effective immediately upon its adoption.

Adopted: November 17, 2020

President

Attest: _____
Interim Secretary-Treasurer



THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
 REPORT OF CASH RECEIVED COMPARED TO PRIOR YEAR - GENERAL FUND
 FOR THE PERIOD ENDED OCTOBER 31, 2020 AND OCTOBER 31, 2019

	CURRENT MONTH	PRIOR YR MONTH	VARIANCE	% CHANGE	CURRENT % OF TOTAL	2020 YTD	2019 YTD	VARIANCE	% CHANGE	CURRENT % OF TOTAL
PASSENGER FARES:										
CASH FARES	\$ 745,051	\$ 1,445,813	\$ (700,762)	(48.47%)	3.04%	\$ 8,207,992	\$ 34,232,832	\$ (26,024,840)	(42.29%)	2.49%
PASS/TICKET SALES	497,235	990,650	(493,415)	(49.81%)	2.03%	6,090,599	11,547,476	(5,456,877)	(47.26%)	1.81%
CMSD - STUDENT FARECARDS	3,294	5,239	(1,945)	(37.14%)	0.01%	816,183	1,154,476	(338,293)	(29.29%)	0.24%
U-PASS	23,000	696,985	(673,985)	(96.55%)	0.09%	1,629,980	2,023,660	(393,680)	(19.45%)	0.48%
MOBILE TICKETING	341,390	547,726	(206,336)	(37.67%)	1.39%	3,615,352	4,591,531	(976,179)	(21.25%)	2.07%
SUBTOTAL PASSENGER FARES	1,610,640	3,651,054	(2,040,414)	(55.89%)	6.57%	20,357,106	32,385,499	(12,028,393)	(37.14%)	6.05%
OPERATING SUBSIDIES:										
SALES & USE TAX	18,570,261	17,757,984	812,277	4.57%	75.75%	174,774,051	175,384,395	(610,344)	(0.35%)	51.94%
SUBTOTAL OPERATING SUBSIDIES	18,570,261	17,757,984	812,277	4.57%	75.75%	174,774,051	175,384,395	(610,344)	(0.35%)	51.94%
OTHER REVENUE:										
ADVERTISING/CONCESSIONS/COMMISSIONS	2,056	62,822	(60,766)	(96.69%)	0.01%	1,558,834	1,394,552	164,282	12.50%	0.45%
RAMPING RIGHTS LESS COMMISSIONS	31,000	-	31,000	-	0.13%	381,379	279,700	101,679	36.34%	0.11%
RENTAL INCOME	10,658	46,050	(35,392)	(76.86%)	0.04%	312,186	312,186	-	(0.00%)	0.05%
INTEREST INCOME	18,774	108,769	(90,000)	(82.74%)	0.06%	668,825	839,299	(170,474)	(18.61%)	0.20%
OTHER	15,583	3,130	12,453	397.85%	0.06%	91,970	154,180	(62,210)	(40.35%)	0.03%
SUBTOTAL OTHER REVENUE	78,071	219,971	(141,900)	(64.51%)	0.32%	2,912,802	2,943,917	(31,115)	(1.06%)	0.87%
REIMBURSEMENTS AND OTHER SOURCES OF CASH:										
FUEL/PROPANE TAX REFUNDS	-	-	-	-	0.00%	2,707,912	1,242,393	1,465,519	117.56%	0.80%
GRANT REIMBURSEMENT (FEDERAL, STATE, LOCAL MATCH)	14,857	117,236	(102,379)	(87.33%)	0.06%	796,344	1,148,582	(352,238)	(30.68%)	0.24%
PREVENTIVE MAINTENANCE (FEDERAL, STATE, LOCAL MATCH)	-	-	-	-	0.00%	20,066,000	13,052,039	6,993,961	52.76%	5.94%
FEDERAL OPERATING ASSISTANCE	21,294	-	21,294	-	0.09%	595,365	58,670	536,695	513.42%	0.18%
MISCELLANEOUS RECEIPTS	20,383	34,418	(14,035)	(40.78%)	0.08%	2,389,785	1,967,980	421,805	21.45%	0.71%
FEDERAL CARES ACT	4,199,492	-	4,199,492	-	17.13%	111,977,170	-	111,977,170	-	33.28%
SUBTOTAL REIMBURSEMENTS AND OTHER SOURCES OF CASH	4,255,936	151,654	4,104,282	2706.35%	17.36%	138,476,226	17,469,644	121,006,582	691.76%	41.15%
TOTAL CASH RECEIVED - GENERAL FUND	\$ 24,514,878	\$ 21,780,663	\$ 2,734,215	12.55%	100.00%	\$ 396,520,185	\$ 228,203,455	\$ 168,316,730	47.46%	100.00%



THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
 REPORT OF CASH RECEIVED COMPARED TO BUDGET - GENERAL FUND
 FOR THE PERIOD ENDED OCTOBER 31, 2020

	BUDGET MONTH	CURRENT MONTH	VARIANCE	% VARIANCE	CURRENT % OF TOTAL	2020 YTD BUDGET	2020 YTD	VARIANCE	% CHANGE	CURRENT % OF TOTAL
PASSENGER FARES:										
CASH FARES	\$ 1,137,639	\$ 745,691	\$ (391,948)	(34.11%)	9.04%	\$ 13,442,798	\$ 8,207,992	\$ (5,234,806)	(36.94%)	2%
PASS/TICKET SALES	318,274	497,235	178,961	(56.86%)	2.63%	10,914,169	6,690,595	(4,223,574)	(41.26%)	1.81%
CHSD - STUDENT FARECARDS	453,424	3,294	(450,130)	(99.27%)	0.01%	5,386,253	816,189	(4,569,064)	(84.85%)	0.24%
UPASS	161,012	23,000	(138,012)	(85.72%)	0.04%	1,912,675	1,626,988	(285,687)	(14.94%)	0.48%
MOBILE TICKETING	365,325	344,390	(20,935)	(5.73%)	1.39%	4,339,714	3,655,352	(684,362)	(15.75%)	1.67%
SUBTOTAL PASSENGER FARES	3,010,174	1,610,610	(1,399,564)	(46.82%)	6.57%	35,995,609	20,357,406	(15,638,203)	(43.45%)	6.05%
OPERATING SUBSIDIES:										
SALES & USE TAX	78,016,129	18,570,261	(59,445,868)	(76.20%)	75.75%	178,032,694	174,774,951	(3,257,743)	(1.83%)	51.94%
SUBTOTAL OPERATING SUBSIDIES	78,016,129	18,570,261	(59,445,868)	(76.20%)	75.75%	178,032,694	174,774,951	(3,257,743)	(1.83%)	51.94%
OTHER REVENUE:										
ADVERTISING/CONCESSIONS/COMMISSIONS	64,829	2,055	(62,774)	(96.83%)	0.01%	1,447,124	1,558,894	111,770	7.72%	0.46%
NAMING RIGHTS LESS COMMISSIONS	-	31,000	31,000	100.00%	0.13%	466,037	384,379	(81,658)	(17.52%)	0.11%
RENTAL INCOME	49,932	10,656	(39,276)	(78.65%)	0.04%	338,502	213,794	(124,708)	(36.84%)	0.06%
INTEREST INCOME	93,148	18,774	(74,374)	(79.85%)	0.08%	701,640	666,825	(34,815)	(4.96%)	0.20%
OTHER	29,940	15,523	(14,417)	(48.15%)	0.06%	1,074,871	91,970	(982,901)	(91.76%)	0.03%
SUBTOTAL OTHER REVENUE	237,850	78,071	(159,779)	(67.18%)	0.32%	4,428,184	2,912,602	(1,515,582)	(34.22%)	0.87%
REIMBURSEMENTS AND OTHER SOURCES OF CASH:										
FUEL/CRG/PROPANE TAX REFUNDS	-	14,837	14,837	100.00%	0.00%	397,630	2,707,912	2,310,282	581.01%	0.86%
GRANT REIMBURSEMENT (FEDERAL, STATE, LOCAL MATCH)	38,195	-	(38,195)	(100.00%)	0.06%	374,193	756,164	381,971	112.76%	0.24%
PREVENUE MAINTENANCE (FEDERAL, STATE, LOCAL MATCH)	-	-	-	-	0.00%	12,411,753	20,000,000	7,588,247	61.14%	3.96%
FEDERAL OPERATING ASSISTANCE	-	21,294	21,294	100.00%	0.08%	169,821	685,255	515,434	303.54%	0.18%
MISCELLANEOUS RECEIPTS	3,049	20,333	17,284	568.52%	0.08%	-	2,386,735	2,386,735	100.00%	0.71%
FEDERAL CARES ACT	-	4,139,402	4,139,402	100.00%	17.13%	-	111,977,170	111,977,170	100.00%	33.78%
SUBTOTAL REIMBURSEMENTS AND OTHER SOURCES OF CASH	41,244	4,215,996	4,174,752	10119.03%	17.36%	13,352,596	138,476,226	125,123,630	937.07%	41.15%
TOTAL CASH RECEIVED - GENERAL FUND	\$ 21,335,396	\$ 24,514,078	\$ 3,178,682	14.90%	100.00%	\$ 231,809,883	\$ 136,528,553	\$ (95,281,330)	(41.12%)	100.00%

**GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
INVENTORY OF TREASURY INVESTMENTS
AS OF OCTOBER 31, 2020**

FUND	PURCHASE DATE	MATURITY DATE	INSTRUMENT	INSTITUTION	TERM DAYS	TOTAL PRINCIPAL	ACCRUED INTEREST	AVERAGE DAYS TO MATURITY	AVERAGE YIELD
BOND RETIREMENT FUND	10/30/2020	11/2/2020	MONEY MARKET	HUNTINGTON BANK	3	\$13,277,252	\$0	3	0.01%
	5/8/2019	11/30/2020	TREASURY BILL FOR PREMIUM	HUNTINGTON BANK	571	\$1,642,975	\$40,490	30	2.10%
	5/8/2019	5/31/2021	TREASURY BILL FOR PREMIUM	HUNTINGTON BANK	752	\$719,354	\$15,112	211	2.10%
	5/8/2019	5/31/2022	TREASURY BILL FOR PREMIUM	HUNTINGTON BANK	1118	\$247,412	\$6,587	576	2.10%
	5/8/2019	11/30/2021	TREASURY BILL FOR PREMIUM	HUNTINGTON BANK	936	\$1,665,366	\$44,263	395	2.10%
TOTAL BOND RETIREMENT FUND					\$17,552,369	\$106,452		0.49%	
GENERAL FUND	10/30/2020	11/2/2020	MERCHANT ACCT-KEY MMKT	KEY BANK	3	\$77,242	\$0	3	0.75%
	10/30/2020	11/2/2020	STAR OHIO	STATE OF OHIO	3	\$35,848,786	\$0	3	0.14%
	10/30/2020	11/2/2020	STAR OHIO-CARES	STATE OF OHIO	3	\$112,063,583	\$0	3	0.14%
	10/30/2020	11/2/2020	BLACKROCK MONEY MKT	PNC BANK	3	\$8,836	\$0	3	0.10%
	10/30/2020	11/2/2020	EMPLOYEE ACTIVITY FUND	KEY BANK	3	\$165,327	\$0	3	0.75%
	10/30/2020	11/2/2020	SALES TAX ACCOUNT	HUNTINGTON BANK	3	\$4,317	\$0	3	0.01%
	10/30/2020	11/2/2020	KEY ECR	KEY BANK	3	\$10,987,684	\$0	3	0.75%
TOTAL GENERAL FUND					\$159,155,775			0.18%	
INSURANCE FUND	2/23/2018	2/16/2021	FILMC	HUNTINGTON BANK	1092	\$1,000,000	\$4,948	137	2.37%
	10/30/2020	11/2/2020	STAR OHIO	STATE OF OHIO	3	\$4,807,205	\$0	3	0.14%
	10/30/2020	11/2/2020	KEY ECR	KEY BANK	3	\$115,811	\$0	3	0.75%
TOTAL INSURANCE FUND					\$5,923,016	\$4,948		0.53%	
LAW ENFORCEMENT FUND	10/30/2020	11/2/2020	LAW ENFORCEMENT	KEY BANK-SWEEP	3	\$4,070	\$0	3	0.75%
	10/30/2020	11/2/2020	STAR OHIO	STATE OF OHIO	3	\$43,998	\$0	3	0.25%
TOTAL LAW ENFORCEMENT FUND					\$48,067			0.27%	
LOCAL MATCH FUND	3/17/2020	1/24/2023	FFCB	STIFEL NICOLAUS	1042	\$5,091,175	\$22,778	783	1.64%
	10/30/2020	11/2/2020	2019 DEBT ACCT-STAR OHIO	STATE OF OHIO	3	\$20,856,135	\$0	3	0.14%
	10/30/2020	11/2/2020	2019 DEBT ACCT-KEY ECR	KEY BANK	3	\$284,104	\$0	3	0.75%
	10/30/2020	11/2/2020	LOCAL MATCH-STAR OHIO	STATE OF OHIO	3	\$6,813,650	\$0	3	0.14%
	10/30/2020	11/2/2020	LOCAL MATCH-KEY ECR	KEY BANK	3	\$423,402	\$0	3	0.75%
	10/30/2020	11/2/2020	GRANT-ECR	KEY BANK	3	\$20,731	\$0	3	0.75%
TOTAL LOCAL MATCH FUND					\$33,591,115	\$22,778		0.38%	
PENSION FUND	10/30/2020	11/2/2020	KEY ECR	KEY BANK	3	\$53,658	\$0	3	0.75%
	10/30/2020	11/2/2020	STAR OHIO	STATE OF OHIO	3	\$1,228,311	\$0	3	0.14%
TOTAL PENSION FUND					\$1,281,970	\$0		0.17%	

GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
 INVENTORY OF TREASURY INVESTMENTS
 AS OF OCTOBER 31, 2020

FUND	PURCHASE DATE	MATURITY DATE	INSTRUMENT	INSTITUTION	TERM DAYS	TOTAL PRINCIPAL	ACCRUED INTEREST	AVERAGE DAYS TO MATURITY	AVERAGE YIELD
RTA CAPITAL FUND	10/30/2020	11/2/2020	KEY ECR	KEY BANK	3	\$1,390,011	\$0	3	0.75%
TOTAL RTA CAPITAL FUND						\$1,390,011	\$0		0.75%
RESERVE FUND									
	12/3/2019	11/25/2022	FFCB	STIFEL NICOLAUS	1037	\$3,000,000	\$51,870	786	1.71%
	3/17/2020	1/24/2023	FFCB	STIFEL NICOLAUS	1042	\$5,091,175	\$22,778	783	1.64%
	10/30/2020	11/2/2020	BLACKROCK MONEY MKT	PNC BANK	3	\$3,025,500	\$0	3	0.10%
	10/30/2020	11/2/2020	KEY ECR	KEY BANK	3	\$7,671	\$0	3	0.75%
	10/30/2020	11/2/2020	STAR OHIO	STATE OF OHIO	3	\$31,989,416	\$0	3	0.14%
TOTAL RESERVE FUND						\$43,113,762	\$74,648		0.42%
TOTAL ALL FUNDS						\$262,056,085	\$208,826	46	0.28%

**GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
DEBT SERVICE SCHEDULE AND STATUS
AS OF OCTOBER 31, 2020**

Bonds	Final Maturity Date	Total Principal Outstanding 12/1/2019	Interest Payable/ 6/1/2020	Principal Payable/ 6/1/2020	Debt Service Requirement/ 6/1/2020	Interest Payable/ 12/1/2020	Principal Payable/ 12/1/2020	Debt Service Requirement/ 12/1/2020	Total Debt Requirement 2020
Series 2012-Sales Tax Rev.	Dec. 2024	13,660,000.00	333,600.00	0.00	333,600.00	333,600.00	3,160,000.00	3,493,600.00	3,827,200.00
Series 2014A-Sales Tax Rev.	Dec. 2025	13,360,000.00	301,825.00	0.00	301,825.00	301,825.00	3,055,000.00	3,356,825.00	3,658,650.00
Series 2014B-Sales Tax Rev.	Dec. 2020	540,000.00	7,930.00	0.00	7,930.00	7,930.00	540,000.00	547,930.00	555,860.00
Series 2015-Sales Tax Rev.	Dec. 2034	44,250,000.00	1,080,450.00	0.00	1,080,450.00	1,080,450.00	2,890,000.00	3,970,450.00	5,050,900.00
Series 2016-Sales Tax Rev.	Dec. 2031	15,010,000.00	375,050.00	0.00	375,050.00	375,050.00	10,000.00	385,050.00	760,100.00
Series 2019-Sales Tax Rev.	Dec. 2039	30,000,000.00	750,000.00	0.00	750,000.00	750,000.00	905,000.00	1,655,000.00	2,405,000.00
Total Bonds		\$116,820,000.00	\$2,848,855.00	\$0.00	\$2,848,855.00	\$2,848,855.00	\$10,566,000.00	\$13,408,855.00	\$16,257,710.00

Bond Retirement
\$14,920,227

Current Balance (Set Aside for 2020)

Monthly Set Aside Required
\$1,337,483

Monthly Set Aside Required

**GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
SUMMARY OF INVESTMENT PERFORMANCE
YEAR TO DATE THROUGH OCTOBER 31, 2020**

MONTH	2020		2019		MARKET YIELD #	STANDARD YIELD #	MARKET YIELD #	STANDARD YIELD #
	AVERAGE BALANCE	INTEREST EARNED	AVERAGE BALANCE	INTEREST EARNED				
JANUARY	\$153,025,000	\$306,867	\$117,398,117	\$193,803	1.49%	1.66%	1.49%	2.29%
FEBRUARY	\$147,326,500	\$177,033	\$124,109,287	\$159,303	1.22%	1.53%	2.45%	2.26%
MARCH	\$153,725,000	\$446,742	\$122,603,151	\$192,045	0.10%	1.25%	2.47%	2.29%
APRIL	\$150,720,000	\$364,880	\$121,652,368	\$204,088	0.01%	1.01%	2.45%	2.29%
MAY	\$187,360,000	\$234,705	\$159,898,231	\$260,509	0.01%	0.77%	2.41%	2.32%
JUNE	\$212,554,447	\$209,413	\$155,024,717	\$232,714	0.07%	0.53%	2.33%	2.29%
JULY	\$221,871,717	\$138,135	\$158,773,489	\$309,114	0.01%	0.30%	2.26%	2.31%
AUGUST	\$232,155,834	\$99,171	\$152,652,458	\$271,681	0.01%	0.14%	2.16%	2.24%
SEPTEMBER	\$236,404,000	\$28,674	\$154,925,167	\$222,909	0.01%	0.13%	2.07%	2.21%
OCTOBER	\$267,168,925	\$28,216	\$142,878,197	\$306,422	0.01%	0.13%	1.94%	2.13%
NOVEMBER			\$156,507,676	\$251,343			1.83%	2.05%
DECEMBER			\$155,044,134	\$212,949			1.75%	2.00%
YEAR TO DATE	196,231,142	\$2,033,836	\$143,455,671	\$2,816,880	0.29%	0.75%	2.21%	2.22%
RTA AVERAGE YIELDS OVER (UNDER) INDEX					0.71%	0.26%	0.38%	0.79%

Moving average coupon equivalent yields for 6 month Treasury Bills,

Market Yield equals US Treasury Money Fund 7 Day Yield

GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
 REPORT ON INVESTMENT EARNINGS (CASH BASIS)
 OCTOBER 2020

BOND RETIREMENT FUND
 HUNTINGTON MONEY MARKET

OCTOBER 2020 \$102.55
 2020 YEAR TO DATE \$102.55
 2019 YEAR TO DATE \$104,818.29
 \$105,684.06

GENERAL FUND
 HUNTINGTON-SALES TAX ACCOUNT
 STAROHIO
 KEY BANK SWEEP ACCOUNT
 STAR OHIO-CARES Grant
 MERCHANT ACCOUNT-KEY BANK SWEEP ACCOUNT

OCTOBER 2020 \$16.20
 2020 YEAR TO DATE \$4,640.81
 2019 YEAR TO DATE \$69.00
 \$14,045.57
\$2.18
 \$18,773.76
 \$666,823.88
 \$819,298.81

INSURANCE FUND
 STAROHIO

OCTOBER 2020 \$620.51
 2020 YEAR TO DATE \$620.51
 2019 YEAR TO DATE \$176,320.07
 \$166,230.96

LAW ENFORCEMENT FUND
 KEY BANK SWEEP ACCOUNT
 STAROHIO

OCTOBER 2020 \$0.04
 2020 YEAR TO DATE \$5.68
 2019 YEAR TO DATE \$5.72
 \$412.11
 \$902.88

GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
 REPORT ON INVESTMENT EARNINGS (CASH BASIS)
 OCTOBER 2020

LOCAL MATCH FUND
 STAROHIO
 STAROHIO-2019 DEBT
 KEY BANK SWEEP ACCOUNT

\$818.71
 \$2,692.08
\$8.54
 \$3,519.33
 \$562,473.72
 \$460,024.04

OCTOBER 2020
 2020 YEAR TO DATE
 2019 YEAR TO DATE

PENSION FUND
 STAROHIO
 KEY BANK SWEEP ACCOUNT

\$158.55
\$0.46
 \$159.01
 \$13,427.44
 \$21,679.40

OCTOBER 2020
 2020 YEAR TO DATE
 2019 YEAR TO DATE

EMPLOYEE ACTIVITY ACCOUNT
 KEY BANK MONEY MARKET

\$1.39
 \$1.39
 \$153.60
 \$870.74

OCTOBER 2020
 2020 YEAR TO DATE
 2019 YEAR TO DATE

RTA CAPITAL FUND
 KEY BANK SWEEP ACCOUNT

\$13.31
 \$13.31
 \$159,430.55
 \$63,180.40

OCTOBER 2020
 2020 YEAR TO DATE
 2019 YEAR TO DATE

GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
 REPORT ON INVESTMENT EARNINGS (CASH BASIS)
 OCTOBER 2020

RESERVE FUND
 STAROHIO
 FHFB
 KEY BANK SWEEP ACCOUNT

\$3,676.48
 \$25,500.00
 \$29.19
 \$29,205.67
 \$504,370.89
 \$657,340.80
 \$52,401.25
 \$2,188,230.55
 \$2,295,212.09

OCTOBER 2020
 2020 YEAR TO DATE
 2019 YEAR TO DATE
 OCTOBER 2020
 2020 YEAR TO DATE
 2019 YEAR TO DATE

TOTAL ALL FUNDS

2020 YEAR
 TO DATE
 \$2,188,231

INTEREST RECEIVED (CASH BASIS)

OCTOBER
 \$52,401

ACCRUED INTEREST:

BEGINNING:

ENDING:

INTEREST INCOME EARNED:

AVERAGE INVESTMENT BALANCE (COST):

AVERAGE YIELD ON INVESTMENTS:

(\$233,011)
 \$208,826
 \$28,216

(\$353,221)
 \$208,826
 \$2,033,835

\$267,168,925

\$196,231,142

0.28%

1.00%

**COMPOSITION OF INVESTMENT PORTFOLIO
AS OF OCTOBER 31, 2020**

Instrument	PRINCIPAL	FACE	PERCENT OF	AVERAGE	AVERAGE
	AMOUNT	AMOUNT	TOTAL	YIELD	MATURITY
Money Market Account	\$16,393,147	\$16,393,147	6.26%	0.03%	3
Key Bank Sweep Account	\$169,397	\$169,397	0.06%	0.75%	3
Star Ohio	\$213,651,124	\$213,651,124	81.53%	0.25%	3
Earnings Credit Rate Account	\$13,384,951	\$13,384,951	5.11%	0.75%	3
U.S. Government Securities	\$18,457,466	\$18,315,000	7.04%	1.67%	646
Total Investment Portfolio	<u>\$262,056,084</u>	<u>\$261,913,618</u>	<u>100.00%</u>	<u>0.28%</u>	<u>46</u>