



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, April 2, 2024** in the Board Room of the Authority, 1240 West Sixth Street, Cleveland, OH 44113 for consideration of the listed items and such other items that may properly come before the Board and be acted upon. This meeting will be live streamed on RTA's Board Page www.RideRTA.com/board via the meeting date for staff and members of the public. Members of the public may attend in person.

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.

Organizational, Services & Performance Monitoring Committee

- IFB Procurement – a presentation of a competitive procurement to replace the Authority's cloth railcar seats with vinyl.
- IFB Procurement – a presentation of a competitive procurement for rapid station washing and cleaning services for a period of three years.

Operational Planning & Infrastructure Committee

- License Agreement – a presentation of a license agreement with NeoGraf Solutions, LLC for Access and Laydown Area to support the West 117th Bridge Rehabilitation Project.
- IFB Procurement - a presentation of a competitive procurement for the Port of Cleveland connection to the Waterfront Line which will allow for delivery of the new railcar fleet.

Audit, Safety Compliance And Real Estate Committee

- Lease Agreement – a presentation of a renewal lease with 2 Birds Shuttle and Detail, LLC for land adjacent to Puritas-West 150th Street Rapid Transit Station.

Committee of The Whole

- Code Book Update - a request to amend Chapter 464 Protection Against Internal Losses of Public Assets and Section 460.06 Insurance Fund
- Title VII Program - presentation to provide an update on the Title VII Program establishing the Greater Cleveland Regional Transit Authority 2024-2027 Affirmative Action Goals for Equal Employment Opportunity.

India L. Birdsong Terry
General Manager, Chief Executive Officer

IBT:tab
Attachment

Scan this QR code to access the meeting schedule, live streams and meeting materials.



AGENDA

RTA ORGANIZATIONAL, SERVICES & PERFORMANCE MONITORING COMMITTEE

Tuesday, April 2, 2024

Committee Members: Mayor Anthony D. Biasiotta, Chair
Ms. Lauren R. Welch, Vice Chair
Ms. Emily Garr Pacetti
Mr. Jeffrey W. Sleasman
Mayor David E. Weiss

- I. Roll Call
- II. IFB Procurement – a presentation of a competitive procurement to replace the Authority's cloth railcar seats with vinyl.

Presenter(s):
 - Jeff Grubb, Assistant Equipment Manager
 - Ann Marie Prebish, Contract Administrator II
- III. IFB Procurement – a presentation of a competitive procurement for rapid station washing and cleaning services for a period of three years.


Presenter(s):
 - Jason Rosenlieb, Manager, Facilities - RMT
 - Ann Marie Prebish, Contract Administrator II
- IV. Adjourn



Greater Cleveland
Regional Transit Authority

Interoffice Memo

To: Mayor Paul A. Koomar, President
and Members, Board of Trustees

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

Date: March 28, 2024

Subject: Summary of Award – Rail Car Vinyl Seat Upholstery

This is an IFB procurement to select a vendor to upgrade the Authority's rail car upholstery seating from cloth to vinyl on both the heavy rail and light rail vehicles.

At the April 2, 2024, Organizational, Services & Performance Monitoring Committee meeting, we will make a presentation of the procurement process and staff recommendation for contract award. Attached is the summary for this contract award. We will be requesting that the Organizational, Services & Performance Monitoring Committee recommend the award of this contract at the April 16, 2024 meeting of the Board of Trustees.

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

IBT/MD
Attachment

**SUMMARY OF AWARD
RAIL CAR VINYL SEAT UPHOLSTERY**

PROJECT OVERVIEW:

Rail Equipment will be upgrading the cloth fabric seating to vinyl seating on 30 HRV and 12 LRV trains. Replacing the seating was initiated to customer surveys as part of Traction. Seating was identified as an area of concern regarding vehicle cleanliness. Cloth seats tend to stain easily and are more difficult to sanitize. The vinyl seats will help alleviate these stains, while increasing the Authority's ability to thoroughly clean the surface in a timely manner. The rail seat replacement project will help with future concerns about cleanliness, increasing ridership satisfaction resulting in better survey ratings.

PROCUREMENT OVERVIEW:

The Invitation for Bid ("IFB") for the Rail Car Vinyl Seat Upholstery Project was issued on January 21, 2024. The necessary legal notice was published in the Plain Dealer and Call & Post newspapers. The IFB was also published on the RTA web site.

The Invitation for Bid ("IFB") was accessed and/or downloaded from the web site by thirty-three (33) interested parties, including subcontractors. Six (6) bids were received and opened on February 21, 2024. Five (5) bids were found to be responsive and are as follows:

Company Name	Total Base Bid
Freedman Seating Company	\$298,490.72
Sedia Inc	\$301,838.40
Romeo Luxury Customs	\$347,950.08
Bergen Seating LLC	\$453,600.00
FellFab Corporation	\$493,729.12

The Basis of Award is the lowest responsive bid from a responsible bidder for the Total Base Bid price. Freedman Seating Company was determined to be a responsive and responsible bidder.

RECOMMENDATION:

The Office of Business Development has set a 0% DBE participation goal for this project. Freedman Seating Company plans on meeting the goal by self performing the work.

Freedman Seating Company has successfully completed projects for Chicago Transit Authority (CTA), Washington Metropolitan Area Transit Authority (WMATA), San Francisco Municipal Transportation Agency, Sound Transit Seattle, Phoenix Valley Metro, Twin Cities Metro, among others.


A resolution will request authorization to issue a contract to Freedman Seating Company for the Rail Car Vinyl Seat Upholstery in an amount not to exceed \$298,490.72.00. The Total Base Bid price of \$298,490.72 is approximately 41% below the Engineer's Estimate of \$508,810.00.



Greater Cleveland
Regional Transit Authority

Interoffice Memo

To: Mayor Paul A. Koomar, President
and Members, Board of Trustees

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

Date: March 28, 2024

Subject: Summary of Award – Rapid Station Washing and Cleaning Services for a Three-Year Period

This is an IFB procurement to select a vendor to provide the Authority with rapid station washing and cleaning services for a period of three years.

At the April 2, 2024, Organizational, Services & Performance Monitoring Committee meeting, we will make a presentation of the procurement process and staff recommendation for contract award. Attached is the summary for this contract award. We will be requesting that the Organizational, Services & Performance Monitoring Committee recommend the award of this contract at the April 16, 2024 meeting of the Board of Trustees.

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

IBT/MD
Attachment

**SUMMARY OF AWARD
RAPID STATION WASHING AND CLEANING SERVICES**

PROJECT OVERVIEW:

This project covers approximately twenty-five major GCRTA facilities that require semi-annual interior, exterior and platform cleaning, including window washing, as specified. Stations included are West 25th Street – Ohio Station, West 98th – West Boulevard – Cudell, West 65th Station, West 117th & Madison, West Park Station, Triskett, Puritas, Brookpark, Airport Platform & Walls, Louis Stokes Station at Windermere, Cedar-Bus Loop and Rail Sides, Little Italy, Superior Station, East 55th Street, East 34 Campus, Buckeye Woodhill, Settlers landing, East Bank Stations, West 3rd, North Coast – East 9th, Rocket Mortgage Fieldhouse Walkway, Lee & VanAken Station, Headquarters Building, Service Building and Rail Shop Building. This three-year contract enables the Authority to keep the interiors and exteriors of the GCRTA facilities clean, benefiting both customers and employees.

PROCUREMENT OVERVIEW:

The Invitation for Bid (“IFB”) for the Rapid Station Washing and Cleaning Services Project was issued on February 11, 2024. The necessary legal notice was published in the Plain Dealer and Call & Post newspapers. The IFB was also published on the RTA web site.

The Invitation for Bid (“IFB”) was accessed and/or downloaded from the web site by thirty-five (35) interested parties, including subcontractors. Two (2) bids were received and opened on March 13, 2024. The two (2) responsive bids are as follows:

Company Name	Total Base Bid
Premier Window Cleaning LLC	\$483,120.00
H2O Mobile Pressure Washing Inc.	\$747,000.00

The Basis of Award is the lowest responsive bid from a responsible bidder for the Total Base Bid price. Premier Window Cleaning LLC was determined to be a responsive and responsible bidder.

RECOMMENDATION:

The Office of Business Development has set a 17% DBE participation goal for this project. Premier Window Cleaning LLC is utilizing Brush Stripping LLC to meet this goal.

Premier Window Cleaning LLC has successfully completed projects for the Cleveland Clinic, American Greetings, Nestle, The Ohio State University, Cleveland State University, and the Greater Cleveland Regional Transit Authority (GCRTA), among others.

A resolution will request authorization to issue a contract to Premier Window Cleaning LLC for the Rapid Station Washing & Cleaning in an amount not to exceed \$483,120.00 for a period of three years. This bid is 19% above the Engineer’s Estimate of \$391,130.00.

AGENDA

RTA OPERATIONAL PLANNING & INFRASTRUCTURE COMMITTEE

Tuesday, April 2, 2024

Committee Members: Ms. Lauren R. Welch, Chair
 Mr. Stephen M. Love
 Mr. Jeffrey W. Sleasman

- I. Roll Call
- II. License Agreement – a presentation of a license agreement with NeoGraf Solutions, LLC for Access and Laydown Area to support the West 117th Bridge Rehabilitation Project.

 Presenter:
 - Jim Reed - Property Manager, Programming & Planning
- III. IFB Procurement – a presentation of a competitive procurement for the Port of Cleveland connection to the Waterfront Line which will allow for delivery of the new railcar fleet.

 Presenter:
 - Jonathan Laule – Program Contract Manager, Procurement
- IV. Adjourn



To: Mayor Paul A. Koomar, President
and Members, Board of Trustees

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

Date: March 28, 2024

Subject: Resolution Authorizing a License Agreement with NeoGraf Solutions, LLC for
Access and Laydown Area to Support the West 117th Bridge Rehabilitation
Project for a Term Beginning May 18, 2024 and Ending December 31, 2025, in
an Amount Not to Exceed \$58,400.00

At the April 2, 2024 Operational Planning & Infrastructure Committee meeting, staff will discuss the proposed License Agreement with NeoGraf Solutions, LLC ("NeoGraf") to permit access and a laydown area to support the West 117th Bridge Rehabilitation Project.

GCRTA has undertaken a major construction project to rehabilitate the West 117th Bridge located in Cleveland and Lakewood, Ohio. There is no existing access to the bridge sufficient for the construction work that will take place. NeoGraf owns a parcel of real estate adjacent to the construction site located at 11709 Madison Avenue, Lakewood, Ohio, 44107 which provides a connection from Madison Avenue to GCRTA's rail right of way and the construction site. This License Agreement will allow GCRTA and its contractors to access the construction site through the NeoGraf property.

The term of the License Agreement shall be from May 18, 2024, through December 31, 2025, at a monthly rate of \$3,000.00 per month. The License Agreement is subject to early termination by GCRTA upon completion of the project and restoration of the access and laydown areas.

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

Attachments:

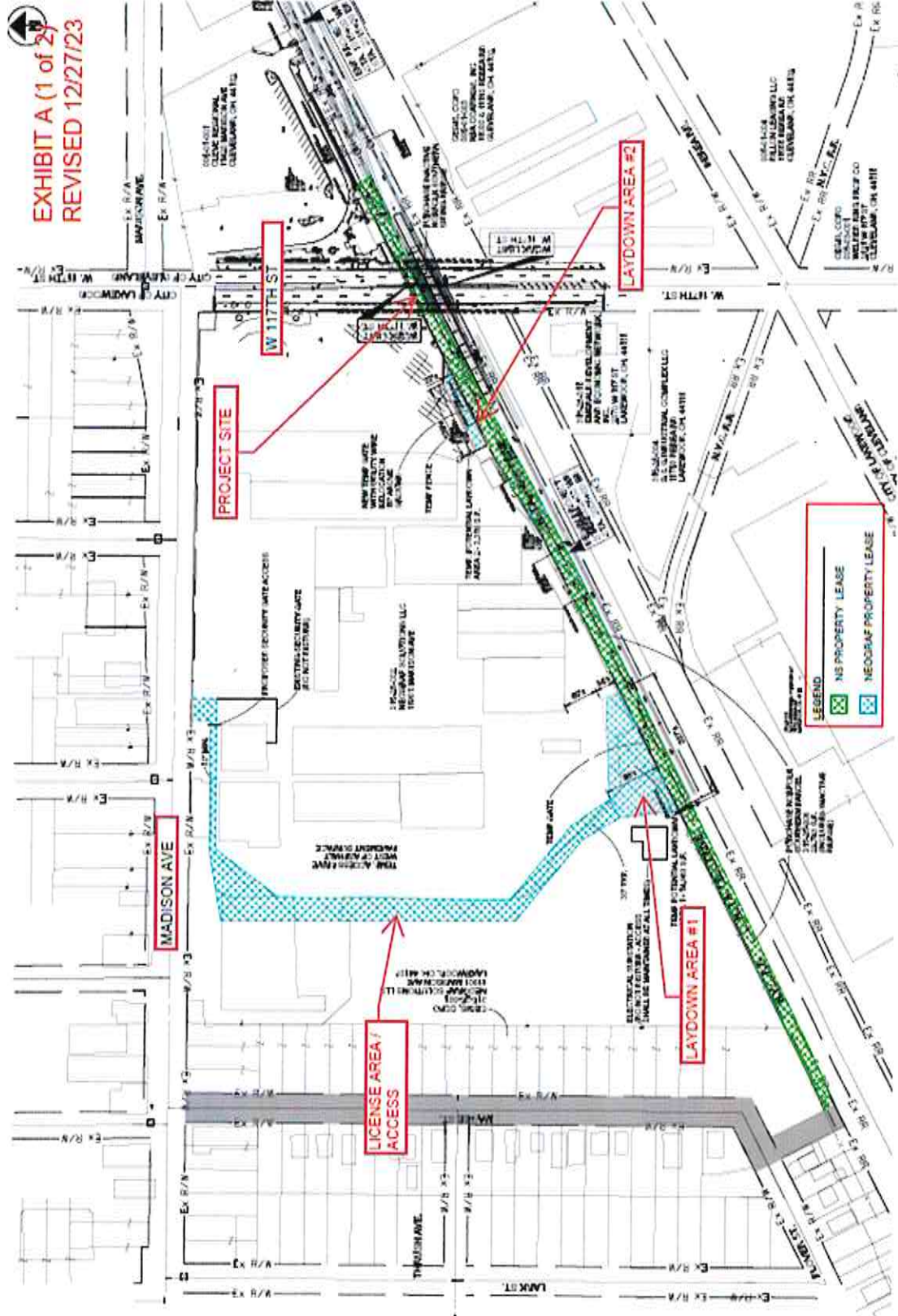
- Location Map
- Site Plan of access and laydown areas

IBD/JR

Location Map



Site Plan of Access and Laydown Areas






Greater Cleveland
Regional Transit Authority

Interoffice Memo

To: Mayor Paul A. Koomar, President
and Members, Board of Trustees

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

Date: March 28, 2024

Subject: Construction contract for Port of Cleveland Connector Track
Invitation For Bid (IFB) 2024-002

At the April 2, 2024, Operational Planning & Infrastructure Committee meeting, staff will present a Summary of the recommendation for award of a construction contract for the Port of Cleveland Connector Track. The new Siemens rail vehicles will be shipped to Cleveland by freight rail. This new track connection will allow for transfer of the new rail cars from the Port of Cleveland to the GCRTA Rail System by way of the Waterfront Line.

This project includes the installation of turnouts to be installed on the Port of Cleveland trackage and the Waterfront Line, new track to connect the turnouts, drainage, and fencing modifications.

The Summary of the Proposed Award is attached.

Staff will request that the Operational Planning and Infrastructure Committee recommend award of the construction contract to the full Board for approval at the April 16, 2024.

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

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Attachment

SUMMARY OF AWARD
Port of Cleveland Connector Track

PROJECT OVERVIEW:

The Greater Cleveland Regional Transit Authority (GCRTA) has the need to connect the Port of Cleveland's railroad to the Waterfront Line in preparation for the delivery of the new railcar fleet. The work to be performed under this contract includes, but is not limited to, providing all labor, materials, and equipment to furnish and install 410 track feet of 115 RE track, two crossovers, surfacing and de-stressing the track structure, and other ancillary site/civil work associated with completing the scope of work.

PROCUREMENT OVERVIEW:

The Invitation for Bid ("IFB") for Project 66B – Port of Cleveland Connector Track was issued on January 15, 2024. The necessary legal notice was published in the Plain Dealer and Call & Post newspapers. The IFB was also published on the RTA web site.

The Invitation for Bid ("IFB") was accessed and/or downloaded from the web site by sixteen (16) interested parties, including subcontractors. Four bids were received and opened on February 15, 2024. The responsive bids were as follows:

Company Name	Total Base Bid
Kennedy Railroad Services, LLC	\$883,443.00
Wintrow Construction Corporation	\$1,085,771.90
Railworks Track Services, Inc.	\$1,198,367.00
Delta Railroad Construction, Inc.	\$1,455,572.00

The Basis of Award is the lowest responsive bid from a responsible bidder for the Total Base Bid price. Kennedy Railroad Services, LLC was determined to be a responsive bidder.

RECOMMENDATION:

The Office of Business Development has set a 5% DBE participation goal for this project. Kennedy Railroad Services, LLC intends on using Cook Paving & Construction Co, Inc. to meet this goal.

Kennedy Railroad Services, LLC has successfully completed projects for Cargill, Lubrizol, M&M Industries, Alaron Nuclear Services, among others.

A resolution will request authorization to issue a contract to Kennedy Railroad Services, LLC for the Port of Cleveland Connector Track in an amount not to exceed \$883,443.00. This bid is 47.13% below the Engineer's Estimate of \$1,671,020.99.

AGENDA

RTA AUDIT, SAFETY COMPLIANCE AND REAL ESTATE COMMITTEE

Tuesday, April 2, 2024


Committee Members: Mayor Paul A. Koomar, Chair
Ms. Lauren R. Welch, Vice Chair
Ms. Calley Mersmann
Mr. Jeffrey W. Sleasman
Mayor David E. Weiss

- I. Roll Call
- II. Lease Agreement – a presentation of a renewal lease with 2 Birds Shuttle and Detail, LLC for land adjacent to Puritas-West 150th Street Rapid Transit Station.

Presenter:
 - James Rusnov, Senior Real Estate Manager
- III. Adjourn



To: Mayor Paul A. Koomar, President
and Members, Board of Trustees

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

Date: March 28, 2024

Subject: Lease Renewal – 2 Birds Shuttle and Detail LLC

At the April 2, 2024, Audit, Safety Compliance & Real Estate Committee meeting, staff will present a request to approve an extension of a lease agreement for 2 Birds Shuttle and Detail LLC at the Puritas-West 150th Street Rapid Transit Station. The DBE tenant provides secure overnight parking, limited airport shuttle service and intends to move forward with his original business plan to provide auto detailing services on site. A significant number of the tenant's customers use the Red Line for access to and from the airport due to the limited shuttle operation and boutique sized parking operation.

The tenant had the unfortunate timing to launch the business in March 2020. Even with the COVID shutdown and the challenging post COVID economic conditions, the tenant has performed admirably and met all conditions of the original lease. He was, however, unable to implement the original full business plan.

A long-term lease extension will allow the tenant to invest in significant leasehold improvements consisting of a two-bay service building with a small office and customer retail convenience amenity on site. We feel this will be a welcome and compatible customer amenity at the station. This business plan is consistent with the original concept first reviewed in 2019 tenant meetings.

This lease extension promotes GCRTA DBE goals and objectives as well as providing a significant customer amenity on underutilized station property.

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

IBT/JR

AGENDA

RTA COMMITTEE OF THE WHOLE BOARD

Tuesday, April 2, 2024

Committee Members: Mayor Paul A. Koomar, Chair
Ms. Lauren R. Welch, Vice Chair
Mayor Anthony D. Biasiotta
Mr. Stephen M. Love
Rev. Charles P. Lucas
Ms. Deidre Y. McPherson
Ms. Calley Mersmann
Ms. Emily Garr Pacetti
Mr. Jeffrey W. Sleasman
Mayor David E. Weiss

- I. Roll Call
- II. Code Book Update - a request to amend Chapter 464 Protection Against Internal Losses of Public Assets and Section 460.06 Insurance Fund.

Presenter:
 - Dawn Tarka, Associate Counsel II
- III. Title VII Program - presentation to provide an update on the Title VII Program establishing the Greater Cleveland Regional Transit Authority 2024-2027 Affirmative Action Goals for Equal Employment Opportunity.


Presenter:
 - Felicia Brooks Williams, Senior Manager of OEO – ADA & DEI
- IV. Adjourn



Greater Cleveland
Regional Transit Authority

Interoffice Memo

To: Mayor Paul A. Koomar, President
and Members, Board of Trustees

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

Date: March 28, 2024

Subject: Code Book Update

At the April 2, 2024 Committee of the Whole meeting, staff will present proposed revisions to the Authority's Codified Rules and Regulations.

The proposed revisions to the policies include:

1. Amend Section 460.06 Insurance Fund
2. Amend Chapter 464 Protection Against Internal Losses of Public Assets

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

Attachment: A. Redline of Section 460.06
B. Redline of Chapter 464

IBT/dmt

460.06 INSURANCE FUND.

(a) The Insurance Fund will be used to provide resources to protect against catastrophic or extraordinary losses. It is not used to pay ordinary and routine losses of the Authority incurred on an on-going basis and handled by the Claims Section of the Legal Department of the Authority.

(b) The Authority is insured through both self-insurance and purchased insurance. Purchased insurance for property and equipment losses as well as for liability is to be purchased on the open insurance market. The basis for the Insurance Fund structure and minimum balance shall be determined annually by the Director of Risk Management.

(c) The minimum balance to be maintained in the Insurance Fund shall be based on the recommendation of the Director of Risk Management, taking into consideration the balance between self-insurance and purchased insurance requirements.

(d) Upon attaining the required minimum balance, additional funds will be allocated to the Insurance Fund during the annual budgeting process based upon the results of periodic reviews of the Insurance Fund to assess its sufficiency. Actual placement of additional funds into the Insurance Fund may occur at any time during the fiscal year when cash flow requirements permit ~~same~~.

(e) In the event that the Insurance Fund is used to pay a catastrophic loss, ~~upon a recommendation by the CEO, General Manager/Secretary-Treasurer, the Board of Trustees~~ Secretary-Treasurer will determine and approve a schedule for replenishment of the Fund up to the minimum amount provided for in subsection (c) hereof.

(f) At least every two years, an evaluation, including appropriate actuarial studies of the Authority's loss experience shall be conducted. The evaluation will determine the liability to be reflected on the Authority's balance sheet.

(Res. 2011-79. Passed 9-20-11. Res. 2017-121. Passed 12-19-17.)

CHAPTER 464
Protection Against Internal Losses of Public
Assets

- 464.01 Purpose and scope.
- 464.02 Policy provisions.
- 464.03 Periodic review and amendment.

CROSS REFERENCES

~~Crime prevention and security—see 49 U.S.C.A. 1620~~
Embezzlement of public funds disqualifies ~~for public~~from holding office - see Ohio Const.itution, Article II, Section 5
Powers of Board of Trustees; rules and regulations - see R.C. 306.34
Powers and duties of the Authority - see R.C. 306.35
Duties of Secretary-Treasurer; bond - see R.C. 306.42
Theft - see ~~Ohio~~ R.C. 2913.02
Theft in office - see ~~Ohio~~ R.C. 2921.41
Prima-facie evidence of embezzlement - see ~~Ohio~~ R.C. 2945.64
~~Powers of Board of Trustees; rules and regulations—see Ohio R.C. 306.34~~
~~Powers and duties of the Authority—see Ohio R.C. 306.35~~
~~Secretary-Treasurer – see Bylaws, Article II, Section 8~~
~~General Manager, Chief Executive Officer – see Bylaws, Article VIII~~
Internal audit policies and procedures - see ADM. Ch. 262
~~Security/RTA Police Department~~Transit Police Officers - see ADM. Ch. 280
~~Debt policies—see FIN. Ch. 420~~
~~Duties of Secretary-Treasurer; bond; deposit and disbursement of funds—see Ohio R.C. 306.42~~
~~General Manager/Secretary-Treasurer—Bylaws, Article II, Section 8~~

464.01 PURPOSE AND SCOPE.

The policy described in this chapter is designed to afford protection to the Authority against internal losses of public assets resulting from acts by employees whose responsibilities require access to monetary or other resources of significant value, and for protection against loss through acts of fraud by employees.
(Res. 1989-21. Passed 2-21-89.)

464.02 POLICY PROVISIONS.

(a) The Authority shall acquire protection against internal losses of public assets due to acts by employees of the Authority, in such amounts and for such employees as may be deemed appropriate to protect the public funds and property ~~entrusted unto~~of the Authority and to comply with ~~the requirements of~~ Ohio law.

(b) The form of internal loss protection ~~to be acquired against internal losses~~ shall be determined by the ~~CEO, General Manager/Secretary-Treasurer, Chief Executive Officer~~ consistent with the needs of the Authority, judicious expenditure of available financial resources and the exercise of good business judgment.

(c) ~~Internal loss Protection-protection coverage~~ in the form deemed most beneficial to the Authority shall be obtained from a ~~highly~~-reputable underwriting company with sufficient resources, experience and professional rating ~~as to afford~~ provide a reasonable expectation of indemnification in the event of an internal loss resulting from an act or acts of an employee for ~~which-whom~~ coverage is provided.

(d) ~~On-In~~ acquiring internal loss protection, whether by bonding, insurance or any other appropriate surety means, the Authority, or its designated broker of record, shall conform to the general requirement for obtaining competitive quotations pursuant to ~~Ohio~~-R.C. Chapter 306.

(e) The employees, who may be defined by name or position, to be covered by the Authority's internal loss protection, shall include the ~~CEO, General Manager/Secretary-Treasurer, Chief Executive Officer~~, any employee designated by statute and any other employee designated by the Board of Trustees or the ~~CEO, General Manager/Secretary-Treasurer, Chief Executive Officer~~. Amounts of coverage shall be as specified by statute, where applicable, and as determined to be appropriate in all other instances.

(f) ~~Notwithstanding the above, the CEO, General Manager/Secretary-Treasurer shall obtain a surety bond to and in favor of the Authority in the penal sum of one hundred thousand dollars (\$100,000) and such bond shall be conditioned upon the faithful performance of the duties of the office. Pursuant to R.C. 306.42, the Bylaws of the Greater Cleveland Regional Transit Authority require the Secretary/Treasurer to give a surety bond.~~

(g) The cost of the protection coverages provided for herein, including the cost of any surety bonds, shall be paid by the Authority.
(Res. 1989-21. Passed 2-21-89; Res. 2016-68. Passed 8-16-16.)

464.03 PERIODIC REVIEW ~~AND AMENDMENT~~.

Adequacy of the Authority's internal loss protection coverage shall be reviewed ~~on a yearly at least every three years basis~~ by the Director of Risk Management, who will make recommendations to the General Manager, Chief Executive Officer and the Secretary/Treasurer regarding loss protection coverage, and changes Changes shall be made to the coverage provided as may be deemed to be in the public interest. ~~Amendments shall be made in accordance with the Bylaws of the Greater Cleveland~~

~~Regional Transit Authority.~~

(Res. 1989-21. Passed 2-21-89; Res. 2016-68. Passed 8-16-16.)



Greater Cleveland
Regional Transit Authority

Interoffice Memo

To: Mayor Paul A. Koomar, President
and Members, Board of Trustees

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

Date: March 28, 2024

Subject: Affirmative Action Plan and Goals

A handwritten signature in blue ink, appearing to read 'India L. Birdsong Terry', enclosed in a blue oval.

At the April 2, 2024, Committee of the Whole meeting, staff will provide an update on the Title VII Program establishing the Greater Cleveland Regional Transit Authority 2024-2027 Affirmative Action Goals for Equal Employment Opportunity.

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

IBT/fbw