



MEETING NOTICE

Notice is hereby given that the following meeting of the Board of Trustees of the Greater Cleveland Regional Transit Authority will take place at **Tuesday, April 4, 2023** 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.

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

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the CDC's January 29, 2021 order requiring masks on public transportation conveyances and at transportation hubs is no longer in effect.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

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

9:00 A.M.

Organizational, Services & Performance Monitoring Committee

- RFP Procurement – a presentation of a competitive negotiated procurement for rail grinding services.

Operational Planning & Infrastructure Committee

- IFB Procurement – a presentation of a competitive procurement to provide Waterfront Line platform and track repairs.
- IFB Procurement – a presentation of a competitive procurement to remove, repair and replace damaged pit drains at the Central Rail Maintenance Facility.

Audit, Safety Compliance And Real Estate Committee

- RFP Procurement - a presentation of a recurring competitive negotiated procurement for casualty insurance broker services.

Committee of The Whole

- Code Book Update - a request to amend Code Book Section 644.13 Tuition Reimbursement and to remove Personnel Policy 400.13 Tuition Reimbursement.
- RFP Procurement – a presentation on a competitive negotiated procurement for the purchase of replacement rail cars.

India L. Birdsong Terry
General Manager, Chief Executive Officer

AGENDA

RTA ORGANIZATIONAL, SERVICES & PERFORMANCE MONITORING COMMITTEE

Tuesday, April 4, 2023

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

I. Roll Call

II. RFP Procurement – A presentation of a competitive negotiated procurement for rail grinding services.

Presenter(s):

- Joe Shaffer, Director, Engineering and Project Development
- Ashley Bober, Contract Administrator

III. Adjourn



Greater Cleveland
Regional Transit Authority

Interoffice Memo

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

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

Date: March 30, 2023

Subject: Summary of Proposed Award
Rail Grinding Services - 2023

At the April 4, 2023, Organizational, Services & Performance Monitoring Committee meeting, staff will present a summary of the competitive negotiated procurement for the Rail Grinding Services – 2023 Contract.

This project will provide Red Line rail profile grinding services to optimize rail/wheel interface.

We will be requesting that the Organizational, Services & Performance Monitoring Committee approve this for consideration at the Board of Trustees meeting on April 18, 2023.

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

IBT/JLS/MJS

AGENDA

RTA OPERATIONAL PLANNING & INFRASTRUCTURE COMMITTEE

Tuesday, April 4, 2023

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

I. Roll Call

II. IFB Procurement – Competitive procurement to provide
 Waterfront Line Platform and Track Repairs

Presenters:

- Joseph Shaffer – Director, Engineering & Project Development
- Jonathan Laule – Program Contract Manager

III. IFB Procurement – Competitive procurement to remove, repair
 and replace damaged pit drains at the Central Rail Maintenance
 Facility

Presenters:

- Ken Folk – Resident Engineer/Architect
- Jenn Martin – Contract Administrator

IV. Adjourn



Greater Cleveland
Regional Transit Authority

Interoffice Memo

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

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

Date: March 30, 2023

Subject: Summary of Proposed Award
Waterfront Line Platform and Track Repair

At the April 4, 2023, Operational Planning and Infrastructure Committee meeting, staff will present a summary of the competitive procurement for the Waterfront Line platform, crossing and track rehabilitation.

This project will prepare the Waterfront Line for a return to service to coincide with the completion of repairs to the Waterfront Line bridge. Work will include station platform repairs, pedestrian crossing replacement and track rehabilitation.

We will be requesting that the Operational Planning & Infrastructure committee approve this for consideration at the Board of Trustees meeting on April 18, 2023.

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

IBT/JLS/MJS

SUMMARY OF AWARD
Waterfront Line Platform and Track Repairs

PROJECT OVERVIEW:

The Greater Cleveland Regional Transit Authority (GCRTA) has the need to repair the platforms and track on the Waterfront Line. This work includes but is not limited to replacement of crossties, plates, spikes, clips, track surfacing, undercutting, pedestrian grade crossings, rail, distressing, welding, and various platform related repairs.

PROCUREMENT OVERVIEW:

The Invitation for Bid ("IFB") for Project 19.68 – Waterfront Line Platform and Track Repairs was issued on February 13, 2023. The necessary legal notice was published in the Plain Dealer and Call & Post newspapers. The Invitation for Bid was also published on the RTA web site.

The Invitation for Bid ("IFB") was accessed and/or downloaded from the web site by twenty (20) interested parties. Two bids were received and opened on March 16, 2023. One bid was deemed to be unresponsive. The responsive bid was as follows:

Company Name	Total Base Bid
Railworks Track Services, LLC	\$1,047,832.00

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

RECOMMENDATION:

The Office of Business Development has set a 13% DBE participation goal for this project. Railworks Track Services, LLC intends on using Cook Paving and Construction Co., Inc. to meet this goal.

Railworks Track Services, LLC, has successfully completed projects for GCRTA, Norfolk Southern, Burlington Northern Santa Fe Railroad, and Canadian Pacific, among others.

A resolution will request authorization to issue a contract to Railworks Track Services, LLC for the Waterfront Line Platform and Track Repairs in an amount not to exceed \$1,047,832.00. This bid is 9.15% above the Engineer's Estimate of \$960,000.00.



Greater Cleveland
Regional Transit Authority

Interoffice Memo

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

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

Date: March 30, 2023

Subject: Summary of Proposed Award
Pit Drain Replacement at Central Rail Maintenance Facility

At the April 4, 2023, Operational Planning and Infrastructure Committee meeting, staff will present a summary of the competitive procurement for the Pit Drain Replacement at Central Rail Maintenance Facility.

This project will remove, repair and replace damaged drains in the car shop maintenance pits. The plugged drains cause water to pond, endangering personnel and equipment. Other methods to unplug the drains have proven unsuccessful.

We will be requesting that the Operational Planning & Infrastructure committee approve this for consideration at the Board of Trustees meeting on April 18, 2023.

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

IBT/JLS/MJS

**SUMMARY OF AWARD
CRMF Rail Shop Pit Drains**

PROJECT OVERVIEW:

The Greater Cleveland Regional Transit Authority (GCRTA) has the need to excavate and remove the floor drains in the Rail Shop. This project will also include floor cleanouts in the two inspection pit locations. The piping system is to be cleaned and inspected via closed-circuit television (CCTV) from each of the drain and cleanout excavation locations. This project shall include all labor, material, equipment, components, tools, appurtenances, and supervision necessary to complete the job in a workmanlike manner consistent with recognized good practice and latest code requirements.

PROCUREMENT OVERVIEW:

The Invitation for Bid ("IFB") for Project 19.45 – CRMF Rail Shop Pit Drains was issued on January 30, 2023. The necessary legal notice was published in the Plain Dealer and Call & Post newspapers. The Invitation for Bid was also published on the RTA web site.

The Invitation for Bid ("IFB") was accessed and/or downloaded from the web site by fourteen (14) interested parties. Two (2) responsive bids were received and opened on November 30, 2022 as follows:

Company Name	Total Base Bid
Cook Paving and Construction Co., Inc.	\$475,900.00
Northeast Ohio Trenching Service, Inc.	\$485,000.00

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

RECOMMENDATION:

The Office of Business Development has set a 15% DBE participation goal for this project. Cook Paving and Construction Co., Inc. is a self-certified DBE (African American female-owned) firm and will self-perform 100% of the DBE participation goal established for this contract.

A resolution will request authorization to issue a contract to Cook Paving and Construction Co., Inc. for CRMF Rail Shop Pit Drains in an amount not to exceed \$475,900.00. This bid is 5.76% above the Engineer's Estimate of \$450,000.00.

AGENDA

RTA AUDIT, SAFETY COMPLIANCE AND REAL ESTATE COMMITTEE

Tuesday, April 4, 2023

Committee Members: Mayor Paul A. Koomar, Chair
Ms. Karen Gabriel Moss, Vice Chair
Mr. Terence P. Joyce
Ms. Valarie J. McCall
Mayor David E. Weiss

- I. Roll Call
- II. RFP Procurement - A presentation of a recurring competitive negotiated procurement for casualty insurance broker services.

Presenter(s):
 - Judy Lincoln, Director of Risk Management
 - Sharon Cottrell-Peffer, Procurement Team Leader
- III. Adjourn



Greater Cleveland
Regional Transit Authority

Interoffice Memo

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

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

Date: March 30, 2023

Subject: Summary of Proposed Award – Casualty Insurance Broker Services

This is a RFP procurement to select a qualified vendor to provide casualty insurance broker services to the Authority for a three-year period with two, one-year options for renewal.

At the April 4, 2023, Audit, Safety Compliance and Real Estate 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 Audit, Safety Compliance and Real Estate Committee recommend the award of this contract at the April 18, 2023 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

AGENDA

RTA COMMITTEE OF THE WHOLE BOARD

Tuesday, April 4, 2023

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

- I. Roll Call

- II. Code Book Updates - a request to amend Code Book Section 644.13 Tuition Reimbursement and to remove Personnel Policy 400.13 Tuition Reimbursement

 Presenter(s):
 - Jonathan McGory, Associate Counsel II

- III. RFP Procurement – a presentation on a competitive negotiated procurement for the purchase of replacement rail cars.

 Presenter(s):
 - Dr. Floun'say R. Caver, Chief Operating Officer, Operations Division
 - Michael J. Schipper, Deputy General Manager, Engineering and Project Management
 - Rajan D. Gautam, Deputy General Manager, Finance
 - Mabry Harris, Procurement Team Leader

- IV. Adjourn



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

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

A handwritten signature in blue ink, appearing to read 'IBT', enclosed in a blue oval.

Date: March 30, 2023

Subject: Code Book Update

At the April 4, 2023 Committee of the Whole meeting, staff will present proposed revisions to the Authority's Code Book and Personnel Policies and Procedures, specifically Section 644.13 of the Code Book and Section 400.13 of the Personnel Policies and Procedures, both related to Tuition Reimbursement.

The proposed revisions to the policies include:

1. Expanding the Tuition Reimbursement policy in the Code Book to emphasize employee development in general through the enhancement, promotion, and continuous review of internal and external employee development and training opportunities; and
2. Removing the Tuition Reimbursement policy in the Personnel Policies and Procedures while retaining the Tuition Reimbursement procedure, which outlines the specifics for taking advantage of GCRTA's tuition reimbursement program

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

Attachments: Redlines of Code Book Section 644.13 and Personnel Policies and Procedures Section 400.13

IBT/jsm

**Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority
Chapter 644: Compensation & Benefits**

644.13 TUITION REIMBURSEMENT EMPLOYEE DEVELOPMENT.

~~(a) Ongoing employment development is an important element in providing the best transit service to the citizens of the Greater Cleveland area. A successful employee development program will help GCRTA attract and retain valuable employees and develop their expertise in areas needed for their current position and future opportunities at GCRTA. This includes the enhancement, promotion, and continuous review of existing internal and external employee development and training programs.~~

~~(b) The Tuition Reimbursement Program (TRP) shall be available to all Greater Cleveland Regional Transit Authority (Authority) employees.~~

~~(Res. 2002-96. Passed 5-21-02; Res. 2013-95. Passed 9-17-13.)~~

**Personnel Policies and Procedures
Section 400 – Compensation & Benefits**

400.13 Tuition Reimbursement

~~Ongoing employment development is an important element in providing the best transit service to the citizens of the Greater Cleveland area. This includes the enhancement of existing internal employee development and training programs.~~

~~The Tuition Reimbursement Program (TRP) shall be available to all Greater Cleveland Regional Transit Authority employees.~~



Greater Cleveland
Regional Transit Authority

Interoffice Memo

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

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

Date: March 30, 2023

Subject: Summary of Award – Rail Car Replacement

This is a RFP procurement for a qualified firm to design, manufacture and deliver up to twenty-four (24) high-floor light rail vehicles, spare parts, tooling and training, with an option to procure up to thirty-six (36) additional vehicles within seven (7) years of contract signature.

At the April 4, 2023 and April 10, 2023, Committee of the Whole meetings, 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 Committee of the Whole recommend the award of this contract at the April 18, 2023 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