



REVISED 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, March 23, 2021** 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 Sub. H.B. 404 of the 133rd General Assembly, passed on November 19, 2020, signed by the Governor of the State of Ohio on November 22, 2020 and the March 9, 2020 order of the Governor of the State of Ohio declaring a public health emergency, 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. Organizational Services & Performance Monitoring Committee

- Bus Option - A presentation of the purchase of nine 60 ft. articulated coaches under a negotiated contract option with New Flyer.
- Temporary Legal Staffing Services – Providing information on temporary legal staffing services.

Annual Meeting – agenda attached

Board of Trustees – agenda attached



India L. Birdsong
General Manager, Chief Executive Officer

ILB:tab
Attachment

REVISED AGENDA

RTA ORGANIZATIONAL, SERVICES & PERFORMANCE MONITORING COMMITTEE

Tuesday, March 23, 2021

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. Bus Option - A presentation of the purchase of nine 60 ft. articulated coaches under a negotiated contract option with New Flyer. (Dan Dietrich and Glenville Manning)

Presenters:

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

III. Temporary Legal Staffing Services - Providing information on temporary legal staffing services.

Presenters:

- Sheryl King Benford, General Counsel, Deputy General Manager, Legal Affairs

IV. Adjourn



Greater Cleveland
Regional Transit Authority

Interoffice Memo

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

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

Date: March 18, 2021

Subject: Exercise of Contract Option to Purchase Nine (9) 60 Ft. Articulated Coaches

On August 25, 2020, the Board of Trustees approved Resolution No. 2020-61 authorizing Contract No. 2020-046 with New Flyer of America, Inc. for the manufacture and delivery of up to seven (7) five (5) door 60 ft. articulated BRT coaches, spare parts, tooling and training in an amount not to exceed \$7,154,341.63 with options to procure up to twenty-one (21) additional coaches, spare parts, tooling and training to be delivered over the five (5) year contract term.

At the March 23, 2021 Organizational, Services & Performance Monitoring Committee meeting, we will make a presentation to exercise one of the options under this contract for the purchase of nine (9) more 60 ft. articulated BRT coaches. We will be requesting that the Organizational, Services & Performance Monitoring Committee recommend the award of this contract at the March 23, 2021 meeting of the Board of Trustees.

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

IB/MD



Greater Cleveland
Regional Transit Authority

Interoffice Memo

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

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

Date: March 22, 2021

Subject: Temporary Legal Services

At the March 23, 2021 Organizational, Services & Performance Monitoring Committee meeting, we will provide information regarding Resolutions 2021-026 and 2021-027. We will be requesting that the Organizational, Services & Performance Monitoring Committee approve these two resolutions at the March 23, 2021 meeting of the Board of Trustees.

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

IB/MD

AGENDA

RTA Board of Trustees Annual Meeting

March 23, 2021

- I. Call to order of Annual Meeting
- II. Roll Call
- III. Certification regarding notice of meeting
- IV. Conduct Annual Meeting of the Board of Trustees
 - A. Nominations and election of the Office of President
 - B. Nominations and election of the Office of Vice President
- VI. Adjournment of Annual Meeting

REVISED AGENDA

RTA Board of Trustees Meeting
Tuesday, March 23, 2021

- I. Call to order
- II. Roll Call
- III. Certification regarding notice of meeting
- IV. Approval of the February 16, 2021 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. Fill out the form fields in the body of the event.

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. 2021-20 – Expressing appreciation to Justin M. Bibb for his service as a member of the Board of Trustees of the Greater Cleveland Regional Transit Authority and extending best wishes for many years to come

- B. 2021-21 – Authorizing the exercise of an option under Contract No. 2020-046 with New Flyer of America, Inc., for the purchase and delivery of up to nine (9), five (5) door, 60-ft., articulated BRT coaches, as specified, for a price not to exceed \$8,746,054.20 (RTA Development Fund, Fleet Management Department budget)
- C. 2021-22 – Authorizing Contract No. 2020-071 with Gillig, LLC for the manufacture and delivery of twenty (20) 40-ft. CNG coaches, spare parts, tooling and training in an amount not to exceed \$11,052,060.00 with options to procure up to eighty (80) additional coaches, spare parts, tooling, and training, to be delivered over the five (5) year term of the contract (Development Fund, Fleet Management Department budget)
- D. 2021-23 – Authorizing Contract No. 2020-180 with Quest Diagnostics Clinical Laboratories, Inc. to provide laboratory drug testing services in an amount not to exceed \$125,205.60 for a base three year period, with two, one-year options in an amount not to exceed \$41,735.20 each option year, for a total contract amount not to exceed \$208,676.00. (General Fund, Labor and Employee Relations Department budget)
- E. 2021-24 – Authorizing Contract No. 2020-195 with Lake Erie Electric, Inc. for Project 60C – West 117th Street Substation Rehabilitation, as specified and as required, in an amount not to exceed \$2,221,504.00 (RTA Development Fund, Engineering & Project Development Department budget)
- F. 2021-25 – Authorizing Contract No. 2021-007 with Rush Truck Centers of Ohio, Inc., for the furnishing of Caterpillar C-9 diesel engine particulate filters, as specified and as required, for a period of one (1) year in an amount not to exceed \$323,131.16 (General Fund, Fleet Management Department budget)
- G. 2021-26 – Authorizing Contract No. 2021-035 with Special Counsel, Inc. to provide temporary legal services, as required, for a period of six months in an amount not to exceed \$115,000.00 (General Fund, Legal Department budget)
- H. 2021-27 – Ratifying an increase and authorizing an extension to small purchase contract with Special Counsel, Inc. to provide additional temporary legal services in an amount not to exceed \$42,718.00 for a total contract amount not to exceed \$112,718.00 (General Fund, Legal Department budget)
- I. 2021-28 – Approving the 2021 Internal Audit Plan
- J. 2021-29 – Authorizing the filing of requests for community project funding for the Rail Car replacement program with members of the United States Congress for Federal Fiscal Year 2022 appropriations

- K. 2021-30 - Expressing deepest sympathy on the untimely death of George Zeller, long-time member of Greater Cleveland Regional Transit Authority's Community Advisory Committee and staunch transit advocate, and extending condolences to his family

- XV. Interim Secretary-Treasurer's Report:
 - A. General Fund Revenue – status as of February, 2021 versus 2020 actuals
 - B. General Fund Revenue – status as of February, 2021 versus the 2021 budget
 - C. Sales & Use Tax Receipts Report budgeted during 2021, actual receipts through March 2021
 - D. Inventory of Treasury Investments as of February 28, 2021
 - E. Debt Service Schedule and Status of Bond Retirement Fund (cash basis) as of February 28, 2021
 - F. Summary of Investment Performance, Year to Date through February 28, 2021
 - G. Report on Investment Earnings (cash basis) as of February, 2021
 - H. Composition of Investment Portfolio as of February 28, 2021
 - I. Banking and Financial Relationships as of February 28, 2021

- 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. Fill out the form fields in the body of the event.

Phone: 440-276-4600

- XXI. Executive Session Requested - To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official.

- XXII. The next regular Board meeting is scheduled for **Tuesday, April 20, 2021** 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.

- XXIII. Adjournment

Minutes

RTA Board of Trustees Meeting

9:25 a.m., February 16, 2021

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

Not present: McCall

Also Present: Becker, Benford, Birdsong, Bitto, Burney, Caver, Coffey, Dangelo, Davidson, Fields, Garofoli, Gautam, Kirkland, Laule, Martin, Miller, Mothes, Peganoff, Petit, Schipper, Sutula, Talley

Mayor Clough called the meeting to order at 9:04 a.m. The secretary called the roll and reported that nine (9) board members were present. This meeting was conducted by teleconference for members of the Board in accordance with Sub. H.B. 404 of the 133rd General Assembly, passed on November 19, 2020, signed by the Governor of the State of Ohio on November 22, 2020 and the March 9, 2020 order of the Governor of the State of Ohio declaring a public health emergency, 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 January 19, 2021 Board Meeting had been previously distributed and reviewed and asked whether there were any additions and/or corrections. There were no corrections. The minutes were approved.

Public Comments – Agenda Items (comments were submitted by form and phone)

1. Senator Sandra Williams – She would like to discuss some of the budgets that are starting to move through the legislature. The FY 2022-2023 Operations Budget is supposed to be introduced in the House Finance Committee today. Due to the weather, the committee meeting was moved to tomorrow. The Transportation Budget (HB 74) will also be in House Finance. They do not have a date on the Transportation Budget (TB). The Workers Compensation Budget (HB 75) is in the House Insurance Committee. The Industrial Commission Budget (HB 76) is in the House Commerce and Labor Committee. The Ohio Senate is slated to have an informal hearing on the Transportation Budget next week if the House moves forward this week. The TB has significant pots of money from the federal government and two from State funded programs. In the Operating Budget, the Governor has cut some funding to public transit. In the last General Assembly, he provided \$70 million. In this TB, funding has been cut to \$7 million. According to the Governor's staff, because public transit systems in the state of Ohio received over \$700 million through the CARES Funding Act, they have sufficient funding to carry through the 2022-2023 Operating season. She said they will fight to change this since most of the funding was used to deal with COVID-19.

They believe that there will be additional CARES Act funding left over. That money can be carried over and can be used in place of General Revenue funding. Last General Assembly, she worked with NOACA to introduce a bill to fund transit based on vehicle mile travel. That

Bill did not make it out of the General Assembly. She spoke to the Governor's staff and the majority staff in the Ohio Senate. They will be considering that during the budget hearing. This is the first General Assembly that she is on the Transportation Committee. She is the ranking Democrat so she will be able to bring people in and talk about transit funding. They will be redrawing the Congressional lines and House and Senate lines based on the Constitutional amendment passed by the citizens several years ago. They are taking up education funding. Some of the language in that Bill may go into the Operating Budget. They are looking at changes to the HB language.

Rev. Lucas thanked her for her hard work. He asked if there is room for the expansion of the funding before it is finalized in the General Assembly. She said the finance bills start in the House. The Transportation budget has to be signed by the Governor by March 31. Hopefully the changes will be made before that. They should have the budget by the beginning of March in the Senate. There is always room for negotiation. She asked staff to send in information and letters about how this budget will impact the bottom line and to ask colleagues across the State to do the same. They will advocate as legislatures as much as they can. The letters should emphasize that the CARES Act funding was used for COVID related expenses and that the reduction to \$7 million is not sufficient. Their thought process is that the \$70 million given in the last General Assembly was not the norm. The average gift is \$7 million to \$10 million. They will have the Operating Budget in late April/early May and has to be signed by the Governor by June 30.

Mayor Clough thanked her for her support of public transit and for giving an update today. Ms. Birdsong thanked her for her support. It is important for public transit to get support. She will ensure information is sent to support these efforts. She is grateful to receive the CARES Act funds, but it should not be used to replace annual funding. We have \$500 million in unfunded Capital projects. We also are utilizing the CARES funding to support the efforts through the Pandemic. We have done several things to support events here at RTA. We want to keep passengers and employees safe as possible. Being able to maintain service and keeping employees safe is our first effort. Senator Williams added that the federal government allows states to use flex dollars available through the Transportation Budget to be used for other purposes. The State of Ohio does not allow this. She believes these dollars should be used for public transit and will recommend for amendment to the Operating Budget. She suggested this be added to the letters. There is funding left over at ODOT from CARES funding. Originally, it was said that funding would be passed on to public transit, but the State said they will keep that additional funding and use it for another purpose. She will have more answers once the budgets is discussed.

2. Rev. Pamela Pinkney-Butts – Cleveland, OH – She has attended meeting for 20 years. She asked about Resolutions 9, 10 and 15. She is concerned that the east side is neglected. She congratulated Mayor Clough for his service. For Resolution 2021-16 for Shaker Landscaping, she has been calling about a tree outside a bus shelter on South Moreland and Drexmore that is falling on people and the street. It is outside of Dave's Supermarket. The agenda is not affective because it is not impacting people who need public transit, but for those who use it for convenience. She asked Acting Chief of Police to investigate the agenda.
3. Theresa Harrison – She asked if Paratransit service would be cut particularly in Cleveland Heights. Staff said that no service for Paratransit would be cut. Rev. Lucas added that Paratransit is point to point so there will be service in the permitted service areas.
4. Erin Gay Miyoshi – Cleveland Heights, OH -- Thank you for researching Free Fares in other cities and evaluating the annual cost for RTA to collect fares. The recently announced "Baby

on Board" program is an excellent model for how RTA is working to make public transit more accessible for expectant and new mothers in our community. I look forward to later learning about the impact of this program. I encourage RTA to consider looking at other ways to offer free fares to Cuyahoga County community members who would benefit most.

5. Dontez Taylor – He asked that service not be cut on the #2 on E. 79 and E. 55 Street buses. Dr. Caver said that there will not be any cuts for those two streets.

Community Advisory Committee (CAC)

There was no CAC report.

Ad Hoc Committee Reports

Ad Hoc Paratransit Committee - Rev. Lucas asked if there could be a free ride day to help people get to the vaccine centers on Paratransit. Ms. Birdsong has been in preliminary discussions about this with Operations. They will consult the budget to determine what the threshold for capacity is. Most of the agencies that are doing this are smaller and have majority dial-a-ride services available. She believes we can support this, but have to determine at what level and for how long. They will review and bring this back to the Board. Mr. Bibb suggested the Cleveland Foundation Rapid Response Fund be looked into. Rev. Lucas suggested the St. Luke's Foundation.

Committee Reports

Mayor Clough said that Legal indicated that there was no need to have the full Board approve the Internal Audit report in the previous Committee Meeting based on the changes based on the Bylaws. The Audit Committee approved the 2021 Plan prior to this meeting.

Introduction of New Employees/Promotions

New Hires:

1. Donald Haradem – Vehicle Engineer
2. Tara Glazer – Office Manager
3. Mark Petit – Deputy General Manager of Innovation and Technology
4. Jamaa Bell – Security Systems Specialist

Promotions:

1. Joseph Sopko – Assistant Transportation Manager
2. Quinton Banks – Service Quality Coordinator
3. David Reynolds – Financial Accountant II
4. Christopher Hudson – Business Intelligence Process Analyst

Mayor Clough congratulated the new hires and promotions.

Introduction of Resolutions

- A. 2021-9 – Expressing appreciation to the Honorable Dennis M. Clough for his service as a member of the Board of Trustees of the Greater Cleveland Regional Transit Authority and extending best wishes for many years to come, the adoption of which was moved by Mayor Byrne, seconded by Mr. Serrano and approved by unanimous vote,

Rev. Lucas thanked Mayor Clough for his level handed leadership to the Board. It has been a delight to serve as his Vice President. He wished him the best. Mr. Serrano thanked Mayor Clough for his example on leadership. He led the Board through Strategic Plans and Redesigns and stepped up in a time of crises. His demeanor, sense of purpose and calmness helped them to navigate a huge crisis and guided them to bring in new leadership. Mayor Byrne thanked Mayor Clough for his help coming on to the Board. Mr. Bibb said that Mayor Clough was a good mentor and advisor when he joined the Board. Mayor Weiss thanked him for his dedication and service to the community. Ms. Pellot echoed all of the sentiments and thanked him for his guidance.

Ms. Birdsong thanked him for his support of the staff and her being new to the city and supporting culture change and handled crises management. He looks at the facts, researches well and provide unparalleled leadership.

Dr. Caver submitted a statement: On behalf of the RTA employees, customers, and residents of Northeast Ohio, I want to congratulate you on your retirement from the RTA board and wish you continued success in your endeavors. I also want to thank the Citizens of Westlake for sharing you with us. Several years ago, during a turbulent time in our Agency's history, I had the privilege of leading the agency along with you. I admire how you stepped up and in to provide the requisite calm leadership needed to steady the ship. I will miss our bi-weekly meetings where I had the pleasure of watching your leadership on display. In particular, in this age of hot takes and reactive leadership, you taught me how access situations, think through alternatives, and develop appropriate responses. You were never overly emotive. You relied on facts; you cared about this Agency. You believed in us. As we look forward, this agency, this community and this region is better off for having had you as the Board President for the Greater Cleveland Regional Transit Authority. May you enjoy your days ahead.

Mayor Clough said it has been a pleasure to serve the RTA. Twenty years has gone by fast. He has enjoyed the staff and support of the Board. He could not have done the job without the continuous support, commitment and dedication from the staff and Board. It is not easy for him to leave after so long. RTA is a great organization because there are people who are passionate about public transit who devote much effort to ensure we serve the County and the riders. He has seen the quality of the service, the cleanliness of the buses, the improvements at the stations, the introduction of the HealthLine, MetroHealth Line and other improvements from the time he joined the Board. It was a challenge when he first joined the Board. The change has been remarkable in the dedication to the riders and providing a safe environment. It takes a team to make sure that happens. We've got a great team at RTA. He's been honored to be a part of the team. His calmness comes from growing up in a large family. You have to let your team do their job, advice accordingly, which enables you to make good decisions.

- B. 2021-10 – Authorizing Contract No. 2020-149 with Michael Baker International, Inc. for Project 62A – Engineering Services for the Rehabilitation of the Track & Platform Bridges over W. 117th Street in an amount not to exceed \$490,211.00 (Engineering & Project Development Department budget), the adoption of which was moved by Mr. Serrano, seconded by Mayor Byrne and approved by unanimous vote.
- C. 2021-11 – Authorizing Contract No. 2020-162 with Mott MacDonald, LLC for Project 12F – Engineering Services for the 515 switch return to service in an amount not to exceed \$219,284.00 (RTA Development Fund, Engineering & Project Development Department

budget), the adoption of which was moved by Mr. Serrano, seconded by Mayor Weiss and approved by unanimous vote.

- D. 2021-12 – Authorizing Contract No. 2020-174 with Pirc Company Landscaping and Snowplowing, LLC for Non-Rail and Healthline Landscaping Services in an amount not to exceed \$792,995.98 for a period of three years, and in amounts not to exceed \$266,975.31 and \$269,645.07 for each option year, respectively, for a total contract amount not to exceed \$1,329,616.36 (General Fund, Service Management Department budget), the adoption of which was moved by Mr. Joyce, seconded by Ms. Pellot and approved by unanimous vote.
- E. 2021-13 – Authorizing Contract No. 2020-193 with ADMJ Holdings LLC, DBA Advance Door Co., for overhead door repair, as specified and as required, for a three year base period not to exceed \$405,000.00, with two, one-year options not to exceed \$135,000.00 each, for a total contract amount not to exceed \$675,000.00 (General Fund, Service Management Department budget), the adoption of which was moved by Mr. Serrano, seconded by Ms. Pellot and approved by unanimous vote.
- F. 2021-14 – Authorizing Contract No. 2020-196 with Railworks Track Services, Inc. for Project 52T – Light Rail Track Rehabilitation Buckeye-Woodhill to Shaker Square Station, as specified and as required, in an amount not to exceed \$7,996,000.00 (RTA Development Fund, Engineering & Project Development Department budget), the adoption of which was moved by Mayor Byrne, seconded by Mayor Weiss and approved by unanimous vote.
- G. 2021-15 – Authorizing an increase in the General Manager, Chief Executive Officer's Change Order Authority under Contract 2019-001 – Project 52M Rehabilitation of Tracks 10 and 13 at Tower City Station in an amount not to exceed \$250,000.00, the adoption of which was moved by Mr. Serrano, seconded by Mr. Joyce and approved by unanimous vote.
- H. 2021-16 – Authorizing an agreement with the City of Shaker Heights for landscape maintenance and parking lot snow removal for a period of three years in an amount not to exceed \$824,305.78 (General Fund, Rail District Department budget), the adoption of which was moved by Rev. Lucas, seconded by Mr. Serrano. Mayor Weiss said he would like a roll call. There were eight (8) ayes and one (1) abstention by Mayor Weiss. It passed.
- I. 2021-17 – Approving the Authority's 2021 Public Transportation Agency Safety Plan (PTASP), the adoption of which was moved by Ms. Moss, seconded by Mr. Serrano and approved by unanimous vote.
- J. 2021-18 – Amending budget appropriations for the FY 2021 capital improvement fund budget to provide for an increase of \$124,500,000, the adoption of which was moved by Mr. Serrano, seconded by Mayor Byrne and approved by unanimous vote.
- K. 2021-19 – Amending appropriations for the current expenses and other expenditures for the Greater Cleveland Regional Transit Authority, as adopted in Resolution No. 2020-101 and to provide for a \$15,000,000 transfer to the Development Fund and increasing appropriation to the Reserve Fund by \$28,000,000 for Rail Car Replacement Program, the adoption of which was moved by Mr. Joyce, seconded by Ms. Moss and approved by unanimous vote.

Interim Secretary-Treasurer's Report

Dr. Caver gave the report. Starting with the micro economic conditions that affects our largest revenue source, Sales and Use tax. Since the height of the COVID-19 Stay At Home orders, the unemployment rate nationally and locally has been decreasing. The local rate is still high at 6.8%, which says there is still a lot of people without jobs, which has a negative aggregate on the community and spending ability. Northeast Ohio has some sectors that are starting to do better in particular sectors that have adjusted to new customer behavior. The trucking industry is doing better because of product movement from online retailers, such as Amazon. Sectors that are important to the community that are experiencing loss include hospitality and special events. Many employers still need employees such as Amazon, Cleveland Clinic and Giant Eagle. RTA serves both Amazon fulfillment centers in Euclid and North Randall.

January Ridership and Passenger fares is down 57%. The key areas experiencing decline is from students using the U-Pass and the CMSD bus ticket purchases. The sales tax YTD variance is less than 1%. This is still positive, but joblessness suggest that this cannot stay strong. The stimulus packages is helping the sales tax. Should these benefits decrease or end, this item would not be as strong. Online sales continue to increase. Sales tax from home purchases may transfer funds that would otherwise leak out of the County. We are looking to receive approximately \$60 million from the CRRSAA Act.

General Manager, Chief Executive Officer Report

Ms. Birdsong gave the presentation. The U.S. President signed an executive order Jan. 20, 2021 calling for masks to be worn on all public transit. The executive staff and Transit Police worked together to conform to the mandate. On Feb. 1, RTA started to enforce the mandate. Customers have been requested to wear mask and signs are posted to that fact. With this mandate, if a customer does not comply, the transit operator can call dispatch and get Transit Police to intercept the vehicle. Transit Police will discuss the mask mandate. Mask are available for distribution from TP, operators and at key locations and transfer points. If the person does not comply, they will be assisted off the coach. To date, there have been 13 incidents. All of the individuals aside from one was in compliance once they were intercepted by TP or elected to leave the coach. The plan is to enforce the mandate gently to ensure a safe ride.

Mr. Bibb asked what the policy has been from TP for enforcement. Acting Chief Gettings said they want to ensure when they interact with a passenger there is de-escalation and cooperation. Their goal is to have cooperation through communication. He is directing the supervisors and officers to encourage individuals to wear a mask. They are averaging two interactions a day, but they have been minor. The individuals have chosen to put on a mask or deboard. The Transportation Security Administration (TSA) asked them to report significant incidents to the Transportation Security Operations Center (TSOC). They define these incidents as anything that would rise to a level of a threat or menacing of the operator or the public. Through today, they have not had any significant incidents with the passengers. Mr. Bibb recommended the Transit Ambassador model to tackle some of these issues. A number of transit agencies like San Francisco have models we should look at.

The American Society of Civil Engineers (ASCE) Ohio Report card was released Feb. 11. Transit received a D. That grade reflects the long-term decline in the funding process. It also reflects the aging of the infrastructure for rail and bus fleets as far as operating past the State of Good Repair recommendations and for unfunded capital projects. This shows how we can get better funding. She served as a panelist during a release of the report card. Mike Schipper, Deputy General

Manager of Project Management and Engineering serves on the ASCE as a member and creator many of these events. It supports our need for support in the House and on the State level.

The Community Training and Development Job Hub Partnership with Tri-C is spearheaded by George Fields and the HR division. It was announced Jan 29. This partnership is the job recruitment and workforce effort with Tri-C. This will help recruit new employees in several areas and to upscale current employees through training and leadership programs. It will start in February. A media event will be scheduled in the 2nd quarter. In order to supplant this kind of workforce training, we have also worked with our Marketing team to talk about how people would come on board and to know what positions exist at RTA. They created a video that was shown during the meeting. Employees that have come through the ranks are featured in the video. The Diversity & Inclusion (D&I) program ran by the Office of Equal Opportunity (OEO) has responded to the social issue going on in the nation. This department was previously managed under Training and Employment. This department will fall under the new Deputy General Manager of Administration and External Affairs. Projects include an inclusive leadership program, a new website and support sessions for race relations. Moore Counseling co-hosted 11 town hall sessions held from June through August 2020.

Public comments on non-agenda items

Comments were received via web form and by dial in. Comments were limited to two minutes.

1. Rev. Pamela M. Pinkney – Cleveland, OH – She said she disagrees with everything that was said today. The transportation system is in bad condition. The escalators at Windermere and Superior have been down for over a year. We don't listen to the public. She requested the Acting Chief of Police to contact her. She feels discriminated against. She doesn't appreciate Senator Williams speaking today. She has been trying to reach her. She wants the Chief to do an investigation into why Mayor Welo and Mayor Clough have decided to leave the Board now that George Dixon's reputation has been destroyed due to false allegations. She asked the Chief to investigate her concerns about RTA.
2. Chris Martin – Cleveland, OH – He requested everyone keep his or her mask on while speaking during the Board Meeting.
3. Victoria Neenan – Cleveland, OH - RTA should hire a police chief who supports transit ambassadors. RTA spends \$1.8 million dollars every year on 30 fare enforcement officers. In October 2017, a municipal court ruling that proof-of-payment fare enforcement by transit police was unconstitutional. Transit ambassadors employed by RTA were recommended as a constitutional alternative. Use this \$1.8 million on a transit ambassador program. Ambassadors help riders get where they are going, not criminalize them. Bay Area Rapid Transit (BART) recently hired a police chief who is focused on equity. He has supported using transit police dollars to hire transit ambassadors and social workers. Please follow BART's lead and implement a transit ambassador program. Hire a police chief focused on equity and make riding RTA a safe experience for ALL riders.
4. Morgan – Cleveland, OH - On Gov. DeWine's proposed cuts to transit: I and many others rely on the services RTA provides. I feel so lucky to be in one of the few cities in the US that has public infrastructure at this scale, and try to get the most out of this service. Cuts to RTA will be devastating for the working people of Cleveland, as the city is already extremely car oriented, and cuts to service and branch lines will only exacerbate this issue. There are many other sources of revenue that could solve this budget problem. Taxing wealthy residents, closing jails, prisons, and ICE contracts, and divesting from police departments (particularly transit police), will solve these issues and allow for communities to design their own forms of

effective public safety, as well as allow for the funding of community programs and local public education. This solves many crises faced by the working people of Cleveland, particularly those who face police brutality and state violence. Please also think of those without homes, and the role that RTA serves in their life. Cuts to services means they will be forced into the cold, possibly to their deaths, and restricts mobility and job opportunities. Closing transit services is a form of class warfare, and should not be tolerated.

5. Chris Stocking – Cleveland, OH - Good morning. It's 12:30am Tuesday and just finished writing a mass email that will go out to thousands of transit riders to contact members of the Ohio House Finance Subcommittee on Transportation, House Finance Committee leadership, Ohio Senate Finance leadership for more funding for RTA. I'm tired. We may bring up different concerns at board meetings but it's all connected to equitable transit. We do this because we care. In 2017 Judge Emanuella Groves rules that fare enforcement by transit police is unconstitutional. Yet RTA continues to spend \$1.8 million dollars every year and fare enforcement. Thousands of citations are now a few dozen citations per year. This does not make sense. The RTA Board needs to hire a transit police chief that understands the implications of this court ruling and understands equity. It's time to start a transit ambassador program that can bring proof-of-payment back to the HealthLine. There is no other constitutional way. Bay Area Rapid Transit is hiring social workers to deal with homeless riders, not cops. There are alternatives, show us you have the political will to make them happen.

6. Will Tarter – Broadview Heights, OH - Good morning Mr. Chairman and members of the GCRTA Board, this comment is as a private citizen and not representative of my employer. As I have been listening to the meeting today, I just wanted to take a moment to acknowledge GCRTA Board members and staff for the efforts to receive public comment in this virtual environment. I think it is important to acknowledge the efforts that GCRTA had made to provide a method to accept public comment by phone, as well as accepting written comments before and during the meetings, that are read aloud into the record. I believe that these methods can and should be used as examples for how other public bodies can ensure that public voices are heard by officials and other members of the public during general body meetings, even in a virtual

New Business

Mr. Serrano stated that he is Chair for this year's Nominating Committee. Members include Mayor Weiss, Ms. Pellot and Mr. Bibb. A letter was sent out to the Board requesting letters of interest in serving as the President and Vice-President of the Board. The letters are due Feb. 26. A slate of candidates will be presented for both offices at the March 23 Annual Meeting.

Executive Session Requested

10:41 a.m. - Mayor Clough asked for a motion to go into Executive Session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official. It was moved by Rev. Lucas, seconded by Mr. Serrano. There were nine (9) ayes and none opposed. There will not be any action taken after the Executive Session.

11:03 a.m. - It was moved by Mr. Serrano, seconded by Rev. Lucas to come out of Executive Session. There was eight (8) ayes and none opposed. Mr. Bibb had to leave the call.

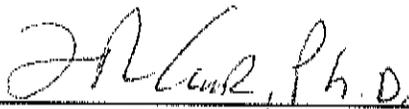
Upcoming Meetings

The next regular Board meeting and Annual Meeting is scheduled for Tuesday, March 23, 2021 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 11:04 a.m.

President

Attest:



Interim Secretary-Treasurer

RESOLUTION NO. 2021-20

EXPRESSING APPRECIATION TO JUSTIN M. BIBB FOR HIS SERVICE AS A MEMBER OF THE BOARD OF TRUSTEES OF THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY AND EXTENDING BEST WISHES FOR MANY YEARS TO COME

WHEREAS, Justin M. Bibb has served as a member of the Board of Trustees of the Greater Cleveland Regional Transit Authority since October 2018, having been selected for appointment by Cuyahoga County Executive Armond Budish; and

WHEREAS, Justin M. Bibb has been a faithful and dedicated Board Trustee during his tenure, as the creator and Chair of the Ad Hoc Technology Committee, Board Liaison to the Community Advisory Committee (CAC) and a member of the Organizational, Services & Performance Monitoring Committee and the External & Stakeholder Relations & Advocacy Committee; and

WHEREAS, during his tenure as a member of the Board of Trustees, Justin M. Bibb was a strong advocate for public transit and demonstrated his unwavering commitment to local, regional and state collaboration in order to achieve the best possible outcomes for all; and

WHEREAS, Justin M. Bibb has been a strong advocate for advancing technology and innovative services for RTA employees and riders and has performed with great diligence, insight and passion in serving the citizens of Cuyahoga County.

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

Section 1. That the most sincere appreciation of the Board of Trustees is hereby extended to Justin M. Bibb for his dedicated service to the Authority and his community.

Section 2. That the members of the Board of Trustees express their gratitude to Justin M. Bibb for his diligence in the performance of his responsibilities to the residents of Cuyahoga County.

Section 3. That the Board of Trustees offers its best wishes to Justin M. Bibb and hopes he will enjoy many more years of successful public service.

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

Adopted: March 23, 2021

President

Attest: _____
Interim Secretary-Treasurer



TITLE/DESCRIPTION: CONTRACT: AUTHORIZING THE PURCHASE OF UP TO NINE (9) FIVE (5) DOOR 60-ft. ARTICULATED BRT COACHES VENDOR: NEW FLYER OF AMERICA, INC. AMOUNT: NOT TO EXCEED \$8,746,054.20	Resolution No.: 2021-21
	Date: March 18, 2021
	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 authorize the funding to exercise the option for the procurement of up to nine (9) of the remaining twenty-one (21) five (5) door 60-ft articulated BRT coach options on Contract No. 2020-046. The options were approved by the Board of Trustees in Resolution No. 2020-061, adopted August 25, 2020.

- 2.0 **DESCRIPTION/JUSTIFICATION:** The Authority intends to replace some of its fleet of New Flyer five (5) door articulated BRT coaches. The 2007 five (5) door 60-ft New Flyer articulated BRT coach has reached the end of its useful life and needs to be replaced. This purchase will replace nine (9) of the New Flyer five (5) door 60-ft articulated BRT coaches. The procurement of these articulated BRT coaches will ensure adequate vehicles will be available for the Authority's HealthLine services.

- 3.0 **PROCUREMENT BACKGROUND:** On August 25, 2020, the Authority awarded Contract No. 2020-046 to New Flyer of America, Inc. for the manufacture and delivery of up to seven (7), five (5) door 60-ft., articulated BRT coaches, spare parts, tooling and training with an option to procure up to an additional twenty-one (21) articulated BRT coaches, spare parts, tooling and training over the five year term of the contract. Resolution No. 2020-061 authorized the contract and funding of the initial purchase of seven (7) coaches. During the first year of the five year term of the contract, one change order totaling a credit of \$78,472.03 was approved by the Change Order Committee and authorized by the General Manager, Chief Executive Officer. This approved change order is referenced on the attached Change Order Log.

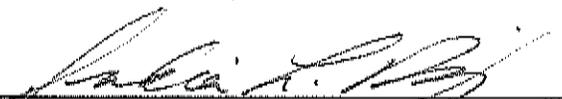
 This resolution will authorize the funding to manufacture and deliver nine (9) additional five (5) door, 60-ft.articulated BRT coaches at a unit price of \$971,783.80, resulting in a total of \$8,746,054.20, with a scheduled delivery completion date of third quarter 2021. The negotiated price is within the FTA suggested Producer Price Index (PPI) Best Practices Guidelines. The exercise of this contract option will leave twelve (12) coaches remaining under the original contract.

 A cost analysis was performed by the Procurement Department and it has been determined that the price is fair and reasonable to the Authority. Contract option award is contingent upon the successful review of all costs associated with this procurement, compliance with Pre-Award/Buy America Audit requirements and Federal Transit Administration approval of applicable grants.

- 4.0 **AFFIRMATIVE ACTION/DBE BACKGROUND:** Per Federal Regulations, the Office of Business Development does not conduct Affirmative Action reviews or establish goals on procurements involving the purchase of Transit Motor Vehicles (TMV's).

- 5.0 POLICY IMPACT: Does not apply.
- 6.0 ECONOMIC IMPACT: This contract option shall be payable from the RTA Development Fund, Fleet Management Department budget, including but not limited to, 100% Local Funds in the amount of \$1,743,918.45, FTA Capital Grant OH-2019-037-307 in the amount of \$1,800,000.00, Capital Grant OH-2020-004-307 in the amount of \$178,125.00, and 100% Local Advance Funds pending FTA grant revisions of OH-2019-037-307 (\$2,298,772.00) and OH-2020-004-307 (\$2,725,238.75) for a total contract option amount not to exceed \$8,746,064.20 (\$5,601,716.60 in federal funds which represents 64% of the total cost).
- 7.0 ALTERNATIVES: Reject this offer. Rejection of this offer would delay the ability of the Authority to purchase replacement commuter coaches.
- 8.0 RECOMMENDATION: This contract option was discussed by the Board of Trustees at the March 23, 2021 Organizational, Services & Performance Monitoring Committee meeting. It is recommended that the negotiated offer of New Flyer of America, Inc., be accepted and the resolution passed authorizing the General Manager, CEO to modify the contract.
- 9.0 ATTACHMENT: 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

CHANGE ORDER LOG

CONTRACT NO. 2020-046

MANUFACTURE AND DELIVERY OF SEVEN (7) FIVE (5) DOOR SIXTY FOOT (60) ARTICULATED BRT COACHES, SPARE PARTS, TOOLING, AND TRAINING, WITH AN OPTION TO PROCURE UP TO TWENTY ONE (21) ADDITIONAL COACHES EXERCISED WITHIN FIVE YEARS OF CONTRACT SIGNATURE

Contract # 2020-046

Contractor: New Flyer of America, INC.

Original Contract Amount \$ 7,154,341.63

Total G.M. Authority Remaining \$ 171,527.97

Total Change Order Amount to Date: \$ (78,472.03)

ITEM NO.	NOTE	APPROVAL DATE	CHANGE ORDER	APPROVAL AUTHORITY	NEW CONTRACT AMOUNT
1		March 15, 2021	\$(78,472.03)	GM	\$7,075,869.60
2			\$8,746,054.20	BOT	\$15,821,923.80

NOTES/CHANGE ORDER DESCRIPTION:

Item #1 -Additions and deletions to the final design of the 60' BRT. Some additions include; revised graphic/paint scheme, floor heaters and masked windows. Some deletions include; wheel covers, Luminator destination signs, interior bike rack, and wheel guards.

Item #2 -Authorizes exercise of contract option for nine (9), five (5) door, 60 ft., articulated BRT coaches.

RESOLUTION NO. 2021-21

AUTHORIZING THE EXERCISE OF AN OPTION UNDER CONTRACT NO. 2020-046 WITH NEW FLYER OF AMERICA, INC., FOR THE PURCHASE AND DELIVERY OF UP TO NINE (9), FIVE (5) DOOR, 60-FT., ARTICULATED BRT COACHES, AS SPECIFIED, FOR A PRICE NOT TO EXCEED \$8,746,054.20 (RTA DEVELOPMENT FUND, FLEET MANAGEMENT DEPARTMENT BUDGET)

WHEREAS, the Authority has identified the need to replace revenue vehicles that have exceeded their useful life with similar environmentally friendly fuel efficient vehicles; and

WHEREAS, Resolution No. 2020-061 authorized Contract No. 2020-046 with New Flyer of America, Inc., for the manufacture and delivery of up to seven (7), five (5) door 60-ft., articulated BRT coaches plus training, special tools and spare parts and the funding for the purchase of 7 coaches for delivery in 2021, with an option to procure up to an additional 21 coaches plus training, special tools and spare parts over the five year term of the contract; and

WHEREAS, New Flyer of America, Inc., with offices located at 6200 Glenn Carlson Drive, St. Cloud, MN 56301, has offered to manufacture and deliver an additional nine (9), five (5) door, 60-ft., articulated BRT coaches, for a total negotiated contract amount not to exceed \$8,746,054.20; and

WHEREAS, the General Manager, Chief Executive Officer deems the offer of New Flyer of America, Inc. as negotiated, to be advantageous to the Authority, cost and other factors considered, 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 of New Flyer of America, Inc. to provide up to nine (9), five (5) door, 60-ft. articulated BRT coaches, 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 exercise an option to Contract No. 2020-046 with New Flyer of America, Inc. to provide funding for the purchase of up to nine (9), five (5) door, 60-ft. articulated BRT coaches.

Section 3. This contract option shall be payable from the RTA Development Fund, Fleet Management Department budget, including but not limited to 100% Local Funds in the amount of \$1,743,918.45, FTA Capital Grant OH-2019-037-307 in the amount of \$1,800,000.00, Capital Grant OH-2020-004-307 in the amount of \$178,125.00, and 100% Local Advance Funds pending FTA grant revisions of OH-2019-037-307 (\$2,298,772.00) and OH-2020-004-307 (\$2,725,238.75) for a total contract option amount not to exceed \$8,746,064.20 (\$5,601716.60 in federal funds which represents 64% of the total cost).

Section 4. That said contract option 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 contractual obligations of the Authority.

Section 5. That the General Manager, Chief Executive Officer's change order authority be reinstated in its entirety.

Section 6. That all terms and conditions of the original contract remain unchanged.

Section 7. That this resolution shall become effective immediately upon its adoption.

Adopted: March 23, 2021

President

Attest: _____
Interim Secretary- Treasurer



TITLE/DESCRIPTION: CONTRACT: MANUFACTURE AND DELIVERY OF TWENTY (20) 40-FT. CNG COACHES, SPARE PARTS, TOOLING, AND TRAINING, WITH OPTIONS TO PROCURE UP TO EIGHTY (80) ADDITIONAL COACHES TO BE EXERCISED WITHIN FIVE YEARS OF CONTRACT SIGNATURE VENDOR: GILLIG, LLC AMOUNT: NTE \$11,052,060.00 FOR THE FIRST TWENTY (20) COACHES	Resolution No.: 2021-22
	Date: March 18, 2021
	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 manufacture and delivery of up to twenty (20) 40-ft. CNG coaches, spare parts, tooling, training, with options to purchase up to eighty (80) additional CNG coaches, spare parts, tooling, and training to be delivered over the five (5) year term of the contract.

- 2.0 **DESCRIPTION/JUSTIFICATION:** To provide safe, reliable, and cost effective services, coaches must be replaced on a regular cycle. The FTA recommends replacement of transit buses at twelve (12) years. The Authority will have coaches that have exceeded their useful life and require replacement in accordance with the Authority's vehicle replacement policy and guidelines.

- 3.0 **PROCUREMENT BACKGROUND:** The Request for Proposals ("RFP") was posted on the GCRTA Procurement website and advertised in the local newspapers. Forty-five (45) interested parties downloaded the solicitation. Two (2) proposals were received on October 21, 2020. After evaluation by a panel of Authority employees in accordance with established Procurement Policies and Procedures, and subsequent negotiations, the proposal of Gillig, LLC as negotiated is determined to be advantageous to the Authority.

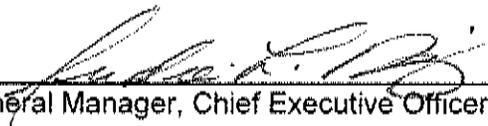
 Contract award is contingent upon the successful review of all costs associated with this procurement, compliance with Pre-Award/Buy America Audit requirements and Federal and/or State approval of applicable grants.

- 4.0 **AFFIRMATIVE ACTION/DBE BACKGROUND:** In accordance with Federal Regulations, the Office of Business Development does not conduct Affirmative Action reviews or establish goals on procurements involving the purchase of Transit Motor Vehicles (TMV's).

- 5.0 **POLICY IMPACT:** Does not apply.

- 6.0 **ECONOMIC IMPACT:** This procurement will be funded through the Development Fund, Fleet Management Department budget, including but not limited to Local Advance pending Environmental Protection Agency Diesel Emissions Reduction Grant (DERG) in an amount not to exceed \$2,453,926.87, pending Urban Transportation Program (UTP) grant in an amount not to exceed \$3,599,186.00, FTA Capital Grants: OH-2016-042 in an amount of \$3,329,803.05, OH-2018-008 in an amount of \$952,351.80, OH-90-X823 in an amount of \$627,240.93, OH-34-0024 in an amount of \$14,551.35, and 100% Local funds in an amount of \$75,000.00, for a total contract amount not to exceed \$11,052,060.00 (\$3,939,157.70 in federal funds which represents 36% of the total cost).
- 7.0 **ALTERNATIVES:** Reject this offer. Rejection of this offer would delay the ability of the Authority to purchase replacement coaches.
- 8.0 **RECOMMENDATION:** This procurement was discussed by the Board of Trustees at the March 2, 2021 Operational Planning & Infrastructure Committee meeting. It is recommended that the offer of Gillig, 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. 2021-22

AUTHORIZING CONTRACT NO. 2020-071 WITH GILLIG, LLC FOR THE MANUFACTURE AND DELIVERY OF TWENTY (20) 40-FT. CNG COACHES, SPARE PARTS, TOOLING AND TRAINING IN AN AMOUNT NOT TO EXCEED \$11,052,060.00 WITH OPTIONS TO PROCURE UP TO EIGHTY (80) ADDITIONAL COACHES, SPARE PARTS, TOOLING, AND TRAINING, TO BE DELIVERED OVER THE FIVE (5) YEAR TERM OF THE CONTRACT (DEVELOPMENT FUND, FLEET MANAGEMENT DEPARTMENT BUDGET)

WHEREAS, the Authority has identified the need to replace revenue vehicles that have exceeded their useful life with similar environmentally friendly fuel efficient vehicles; and

WHEREAS, the offer of Gillig, LLC located at 451 Discovery Drive, Livermore, CA 94551, to manufacture and deliver up to twenty (20) 40-ft. CNG coaches, spare parts, tooling, and training, with options to procure up to an additional eighty (80) coaches, spare parts, tooling, and training, to be delivered over the five (5) year term of the contract, was received on October 21, 2020; and

WHEREAS, Gillig, LLC has offered to provide up to twenty (20) 40-ft. CNG coaches, spare parts, tooling, and training as specified for a total negotiated contract amount not to exceed \$11,052,060.00; and

WHEREAS, the General Manager, Chief Executive Officer deems the offer of Gillig, LLC as negotiated, to be advantageous to the Authority, cost and other factors considered, 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 of Gillig, LLC to manufacture and deliver up to twenty (20) 40-ft. CNG coaches, spare parts, tooling, and training, with options to procure up to an additional eighty (80) coaches, spare parts, tooling, and training to be delivered over the five (5) year term of the contract, be and the same is hereby accepted.

Section 2. That the General Manager, Chief Executive Officer be and is hereby authorized to enter into a contract with Gillig, LLC to manufacture and deliver up to twenty (20) 40-ft. CNG coaches, spare parts, tooling, and training, with options to procure up to an additional eighty (80) coaches, spare parts, tooling, and training to be delivered over the five (5) year term of the contract.

Section 3. That the General Manager, Chief Executive Officer be and is hereby authorized to purchase up to twenty (20) 40-ft. CNG coaches, spare parts, tooling, and training contingent upon Federal Transit Administration approval of applicable grants.

Section 4. That the General Manager, Chief Executive Officer may exercise options, subject to available funding and formal Board of Trustee approval, for up to eighty (80) additional CNG coaches and related spare parts, tooling, and training, based on the negotiated purchase price of the year the option is exercised.

Section 5. This procurement will be funded through the Development Fund, Fleet Management Department budget, including but not limited to Local Advance pending Environmental Protection Agency Diesel Emissions Reduction Grant (DERG) in an amount not to exceed \$2,453,926.87, pending Urban Transportation Program (UTP) grant in an amount not to exceed \$3,599,186.00, FTA Capital Grants: OH-2016-042 in an amount \$3,329,803.05, OH-2018-008 in an amount of \$952,351.80, OH-90-X823 in an amount of \$627,240.93, OH-34-0024 in an amount of \$14,551.35, and 100% Local funds in an amount of \$75,000.00, for a total contract amount not to exceed \$11,052,060.00 (\$3,939,157.70 in federal funds which represents 36% of the total cost).

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

Adopted: March 23, 2021

President

Attest: _____
Interim Secretary-Treasurer



Greater Cleveland Regional Transit Authority
STAFF SUMMARY AND COMMENTS

TITLE/DESCRIPTION:		Resolution No.:
CONTRACT: LABORATORY DRUG TESTING SERVICES		2021-23
VENDOR: QUEST DIAGNOSTICS CLINICAL LABORATORIES, INC.		Date:
AMOUNT: AMOUNT NTE \$125,205.60 FOR A BASE THREE YEAR PERIOD WITH TWO, ONE-YEAR OPTIONS IN AN AMOUNT NTE \$41,735.20 FOR EACH OPTION YEAR, FOR A TOTAL CONTRACT AMOUNT NTE \$208,676.00		March 18, 2021
ACTION REQUEST:		Initiator:
<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____		Labor and Employee Relations

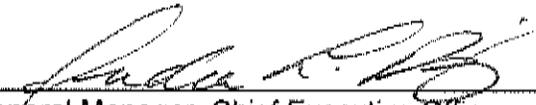
- 1.0 **PURPOSE/SCOPE:** This action will allow the Authority to enter into a contract to provide laboratory drug testing services for a period of three years with two, one-year option years.
- 2.0 **DESCRIPTION/JUSTIFICATION:** This action will allow the Authority to continue to screen applicants and employees, as required, and to meet federal guidelines for random drug testing.
- 3.0 **PROCUREMENT BACKGROUND:** The Request for Proposals ("RFP") was posted on the GCRTA Procurement web site and advertised in the local newspapers. Thirty-nine (39) interested parties reviewed the solicitation and three (3) proposals were received. After evaluation by a panel of Authority employees in accordance with established Procurement policies and procedures, and after negotiations, the proposal of Quest Diagnostics Clinical Laboratories, Inc. was deemed to be in the Authority's best interest for providing laboratory drug testing services, cost and all other factors considered.

A cost analysis has been performed and the Procurement Department has determined the proposed rate is fair and reasonable to the Authority.
- 4.0 **AFFIRMATIVE ACTION/DBE BACKGROUND:** All Affirmative Action requirements have been met. A 20% DBE goal was established for this procurement. Quest Diagnostics Clinical Laboratories, Inc. submitted good faith efforts documentation for the failure to achieve the DBE participation goal. The Office of Business Development determined that the information was sufficient for contract award.
- 5.0 **POLICY IMPACT:** This procurement will permit the Authority to continue to screen applicants and employees, as required, and meet federal guidelines for random drug testing. This action is consistent with GCRTA's Substance Abuse Policy for Safety Sensitive Employees.

Staff Summary & Comments
Laboratory Drug Testing Services
Page 2

- 6.0 **ECONOMIC IMPACT:** This procurement will be funded through the General Fund, Labor and Employee Relations budget, in an amount not to exceed \$125,205.60 for a period of three years with two, one-year options in an amount not to exceed \$41,735.20 for each option year, resulting in a total contract amount not to exceed \$208,676.00.
- 7.0 **ALTERNATIVES:** Reject this offer. Rejection of this offer would put the Authority at risk of being non-compliant with the federal regulations, as set forth by the Department of Transportation, for drug testing in the workplace.
- 8.0 **RECOMMENDATION:** This procurement was reviewed by the Board of Trustees at the March 2, 2021 Organizational, Services & Performance Monitoring Committee meeting. It is recommended that the offer of Quest Diagnostics Clinical Laboratories, Inc. is 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. 2021-23

AUTHORIZING CONTRACT NO. 2020-180 WITH QUEST DIAGNOSTICS CLINICAL LABORATORIES, INC. TO PROVIDE LABORATORY DRUG TESTING SERVICES IN AN AMOUNT NOT TO EXCEED \$125,205.60 FOR A BASE THREE YEAR PERIOD, WITH TWO, ONE-YEAR OPTIONS IN AN AMOUNT NOT TO EXCEED \$41,735.20 EACH OPTION YEAR, FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$208,676.00. (GENERAL FUND, LABOR AND EMPLOYEE RELATIONS DEPARTMENT BUDGET)

WHEREAS, the Authority is required to conduct drug testing of employees and all applicants in order to meet regulations established by the Department of Transportation and Federal Transit Administration, as well as GCRTA's policies; and

WHEREAS, the proposal of Quest Diagnostics Clinical Laboratories, Inc. located at 1201 South Collegeville Road, Collegeville, Pennsylvania 19426 to provide laboratory drug testing services for a period of three years in an amount not to exceed \$125,205.60, with two, one-year options in an amount not to exceed \$41,735.20 per option year, resulting in a total contract amount not to exceed \$208,676.00, was received on November 30, 2020; and

WHEREAS, the General Manager, Chief Executive Officer deems that the offer of Quest Diagnostics Clinical Laboratories, Inc. to be in the best interest of the Authority, price and other factors considered, 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 of Quest Diagnostics Clinical Laboratories, Inc. to provide laboratory drug testing services, as required, for a three year base period, with two, one-year options, is hereby accepted.

Section 2. That the General Manager, Chief Executive Officer of the Authority is hereby authorized to enter into a contract with Quest Diagnostics Clinical Laboratories, Inc. to provide laboratory drug testing services for a period of three years with two, one-year options, and is further authorized to exercise the option years.

Section 3. This procurement will be funded through the General Fund, Labor and Employee Relations budget, in an amount not to exceed \$125,205.60 for a period of three years with two one-year options, in an amount not to exceed \$41,735.20 for each option year, resulting in a total contract amount not to exceed \$208,676.00.

Section 4. That said contract shall be binding upon and an obligation of the Authority contingent upon appropriation of funds for future years; compliance by the contractors 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 contractual obligations of the Authority.

Section 5. That the Greater Cleveland Regional Transit Authority's Board of Trustees expects that Quest Diagnostics Clinical Laboratories, Inc. will attempt to exceed its good faith effort for this procurement.

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

Adopted: March 23, 2021

President

Attest: _____
Interim Secretary-Treasurer



TITLE/DESCRIPTION: CONTRACT: PROJECT 60C – WEST 117 TH STREET SUBSTATION REHABILITATION VENDOR: LAKE ERIE ELECTRIC, INC. AMOUNT: \$2,221,504.00	Resolution No.: 2021-24
	Date: March 18, 2021
	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 60C – West 117th Street Substation Rehabilitation.
- 2.0 **DESCRIPTION/JUSTIFICATION:** The work to be performed under this contract consists of the rehabilitation of the substation including an existing leaking transformer and obsolete equipment that is no longer supported. The roof of the building will be replaced and security equipment will be added.
- 3.0 **PROCUREMENT BACKGROUND:** The Invitation for Bids ("IFB") was posted on the GCRTA Procurement website and advertised in the local newspapers. Fifty-one interested parties, including potential subcontractors, downloaded the solicitation package. Eight responsive bids were received and opened on January 22, 2021, as follows:

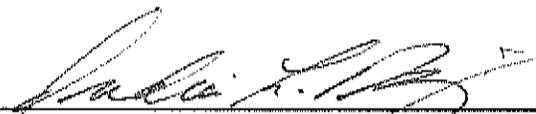
Company Name	Base Price	Alternate 1	Alternate 2	Total Base Bid
Lake Erie Electric, Inc.	\$2,095,170.00	\$4,659.00	\$121,675.00	\$2,221,504.00
Zenith Systems	\$2,198,749.00	\$4,230.00	\$26,900.00	\$2,229,879.00
The Fowler Company	\$2,168,305.00	\$6,695.00	\$68,725.00	\$2,243,725.00
Dunlop & Johnston, Inc.	\$2,294,000.00	\$21,900.00	\$66,300.00	\$2,382,200.00
Panzica Construction	\$2,355,750.00	\$14,385.00	\$76,515.00	\$2,446,650.00
Apex Construction & Management Inc.	\$2,364,900.00	\$11,500.00	\$85,900.00	\$2,462,300.00
Cold Harbor Building Co.	\$2,426,700.00	\$8,000.00	\$78,000.00	\$2,512,700.00
Hatzel & Beuhler, Inc.	\$2,437,750.00	\$56,200.00	\$147,750.00	\$2,641,700.00

The Basis of Award is the lowest responsive bid from a responsible bidder for the Total Base Bid price. Lake Erie Electric, Inc. was determined to be a responsible bidder. The Total Base Bid price of \$2,221,504.00 from Lake Erie Electric, Inc. is 17.5% less than the Engineer's Estimate of \$2,539,596.00.

- 4.0 **AFFIRMATIVE ACTION/DBE BACKGROUND:** All Affirmative Action requirements have been met. A 14% DBE goal was established for this procurement. Lake Erie Electric, Inc. has committed to achieving the DBE participation goal through the utilization of PPW Builders (Female-owned) in the amount of \$313,200.00 (\$522,000.00 x 60%) for a DBE participation of \$313,200.00 or 14%.
- 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 Grant OH-2020-044-5307, for a total contract amount not to exceed \$2,221,504.00 (\$1,777,203.20 in federal funds which represents 80% of total cost).

- 7.0 ALTERNATIVES: Reject this offer. Rejection of this offer will allow for the continued degradation of the substation and leaking of the transformer.
- 8.0 RECOMMENDATION: This project was discussed by the Board of Trustees at the March 2, 2021 Operational Planning & Infrastructure Committee meeting. It is recommended that the bid of Lake Erie Electric, 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. 2021- 24

AUTHORIZING CONTRACT NO. 2020-195 WITH LAKE ERIE ELECTRIC, INC. FOR PROJECT 60C – WEST 117TH STREET SUBSTATION REHABILITATION, AS SPECIFIED AND AS REQUIRED, IN AN AMOUNT NOT TO EXCEED \$2,221,504.00 (RTA DEVELOPMENT FUND, ENGINEERING & PROJECT DEVELOPMENT DEPARTMENT BUDGET)

WHEREAS, the Authority deems it necessary to acquire construction services, as required, under Project 60C – West 117th Street Substation Rehabilitation; and

WHEREAS, the bid of Lake Erie Electric, Inc., located at 25730 First Street, Westlake, Ohio 44145, was received on January 22, 2021 in an amount not to exceed \$2,221,504.00; and

WHEREAS, the General Manager, Chief Executive Officer deems the bid of Lake Erie Electric, 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 Lake Erie Electric, Inc. for Project 60C – West 117th 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 Lake Erie Electric, Inc. for Project 60C – West 117th Street Substation Rehabilitation.

Section 3. That said contract shall be payable from the RTA Development Fund, Engineering & Project Development Department budget, including but not limited to Capital Grant OH-2020-044-5307, for a total contract amount not to exceed \$2,221,504.00 (\$1,777,203.20 in federal funds which represents 80% of 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 Lake Erie Electric, 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: March 23, 2021

President

Attest: _____
Interim Secretary-Treasurer



TITLE/DESCRIPTION: CONTRACT: FURNISHING OF DIESEL PARTICULATE FILTERS, AS SPECIFIED AND AS REQUIRED, FOR A PERIOD OF ONE (1) YEAR VENDOR: RUSH TRUCK CENTERS OF OHIO, INC. AMOUNT: NOT TO EXCEED \$323,131.16	Resolution No.: 2021-25
	Date: March 18, 2021
	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 furnishing of Caterpillar C-9 Diesel Engine Particulate Filters, as specified, and as required, for a period of one (1) year.
- 2.0 **DESCRIPTION/JUSTIFICATION:** The particulate filter is part of the Caterpillar C-9 engine's exhaust emission system installed on the NABI fleets and is required to be replaced in order to maintain the C-9 engine's compliance with the Environmental Protection Agency's (EPA) engine emission regulations.
- 3.0 **PROCUREMENT BACKGROUND:** The Invitation for Bids ("IFB") was posted on the GCRTA Procurement web site and advertised in the local newspapers. Twenty-three interested parties downloaded the solicitation package. Two responsive bids were received on February 24, 2021.

Company Name	Year	Estimated Usage	Unit Cost	Extended Cost
Rush Truck Centers of Ohio, Inc.	1	40	\$8,078.28	\$323,131.16
Muncie Reclamation and Supply	1	40	\$8,192.85	\$327,714.00

The bid of Rush Truck Centers of Ohio, Inc. has been determined by the Procurement Department to be the lowest responsive bid from a responsible bidder. The bid price is approximately 2.4% below the budget estimate. A price analysis has been performed and the Procurement Department has determined the offer from Rush Truck Centers of Ohio, Inc. 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, Fleet Management Department budget, in an amount not to exceed \$323,131.16 for a period of one year. The bid price is approximately 2.4% below the budget estimate.

- 7.0 ALTERNATIVES: Reject this bid. Rejection of this bid would require the Authority to operate fewer vehicles and purchase the item at a higher price.
- 8.0 RECOMMENDATION: It is recommended that the bid of Rush Truck Centers of Ohio, 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. 2021-25

AUTHORIZING CONTRACT NO. 2021-007 WITH RUSH TRUCK CENTERS OF OHIO, INC., FOR THE FURNISHING OF CATERPILLAR C-9 DIESEL ENGINE PARTICULATE FILTERS, AS SPECIFIED AND AS REQUIRED, FOR A PERIOD OF ONE (1) YEAR IN AN AMOUNT NOT TO EXCEED \$323,131.16 (GENERAL FUND, FLEET MANAGEMENT DEPARTMENT BUDGET)

WHEREAS, the Greater Cleveland Regional Transit Authority has an ongoing need to replace Caterpillar C-9 Diesel Engine Particulate Filters that are required to maintain the C-9 engine's compliance with the Environmental Protection Agency's (EPA) engine emission regulations; and

WHEREAS, the bid of Rush Truck Centers of Ohio, Inc., located at 12970 Snow Road, Parma, OH 44130, for the furnishing of Caterpillar C-9 Diesel Engine Particulate Filters, as specified and as required, for a period of one (1) year was received on February 24, 2021 at unit prices resulting in a total contract amount not to exceed \$323,131.16; and

WHEREAS, the General Manager, Chief Executive Officer deems the bid of Rush Truck Centers of Ohio, 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 Rush Truck Centers of Ohio, Inc. for the furnishing of Caterpillar C-9 Diesel Engine Particulate Filters, as specified and as required, for a period of one (1) 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 Rush Truck Centers of Ohio, Inc., for the furnishing of Caterpillar C-9 Diesel Engine Particulate Filters, as specified and as required, for a period of one (1) year.

Section 3. This procurement will be funded through the General Fund, Fleet Management Department budget, in an amount not to exceed \$323,131.16 for a 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 the contractual obligations of the Authority.

Section 5. That the Greater Cleveland Regional Transit Authority's Board of Trustees expects that Rush Truck Centers of Ohio, 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: March 23, 2021

President

Attest: _____
Interim Secretary-Treasurer



TITLE/DESCRIPTION: CONTRACT: TEMPORARY LEGAL SERVICES, AS REQUIRED	Resolution No.: 2021-26
VENDOR: SPECIAL COUNSEL, INC.	Date: March 18, 2021
AMOUNT: NTE \$115,000.00 FOR A SIX MONTH PERIOD	Initiator: Legal 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 sole source agreement for temporary legal services, as required, for a period of six months.

- 2.0 **DESCRIPTION/JUSTIFICATION:** Occasionally, the Legal Department needs to use temporary legal services to fill-in for employees who are on-leave for a period of time. In addition, the Coronavirus Pandemic has created the potential for staff attorneys and legal secretaries, to be out of the office due to illness, quarantine or other accommodations. The Legal Department must be staffed appropriately to ensure that daily activities are not negatively impacted. A contract for temporary legal services can allow the Legal Department to continue to maintain efficiency and productivity, in the event unexpected circumstances arise.

- 3.0 **PROCUREMENT BACKGROUND:** This contract for temporary legal services is exempt from competitive procedures as authorized under Section 306.43(H)(6) of the Ohio Revised Code. In September 2020, Special Counsel, Inc. was competitively contracted through the Authority's Human Resources Department, under a small purchase contract. Due to continuation of the pandemic and its impact on staffing, it was necessary to extend and increase that small purchase contract so the temporary legal services to the Authority, procured under that contract, could continue until a new contract can be awarded. Under a separate resolution being presented at the March, 23 2021 Board of Trustees meeting, staff will request approval of a ratification to increase and extend the small purchase contract allowing the Authority to maintain the temporary legal services currently being provided until April 1, 2021. This request with authorize the award of a new sole source agreement for temporary legal services, as required, expected to begin April 1, 2021.

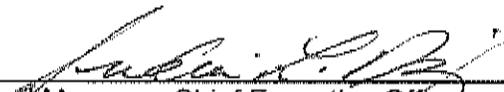
The negotiated price is commensurate with the budget estimate. A price analysis has been performed and the Procurement Department has determined that the negotiated price is fair and reasonable to the Authority.

- 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: The contract will be funded through the General Fund, Legal Department budget, in an amount not to exceed \$115,000.00 for a period of six months.
- 7.0 ALTERNATIVES: Reject this offer. Rejection of this offer would leave the Authority's Legal Department at risk of being inadequately staffed due to COVID-19 related staff absences and accommodations.
- 8.0 RECOMMENDATION: It is recommended that the offer of Special Counsel, 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. 2021-26

AUTHORIZING CONTRACT NO. 2021-035 WITH SPECIAL COUNSEL, INC. TO PROVIDE TEMPORARY LEGAL SERVICES, AS REQUIRED, FOR A PERIOD OF SIX MONTHS IN AN AMOUNT NOT TO EXCEED \$115,000.00 (GENERAL FUND, LEGAL DEPARTMENT BUDGET)

WHEREAS, the Authority currently utilizes temporary legal services under a small purchase agreement to supplemental legal staff when necessary; and

WHEREAS, the Coronavirus Pandemic has presented an unprecedented need to ensure that the Legal Department can continue to provide effective and efficient service to the Authority in the event that employees become ill, quarantined or otherwise prevented from working and being in the office; and

WHEREAS, these services are available from Special Counsel, Inc., located at 12989 Lake Avenue, Lakewood, OH 44107; and

WHEREAS, the Ohio Revised Code, Section 306.43(H)(6) provides an exemption from competitive procedures when the purchase substantially involves services of a personal, professional, highly technical, or scientific nature, including but not limited to the services of an attorney, physician, surveyor, appraiser, investigator, court reporter, adjuster, advertising consultant, or licensed broker, or involves the special skills or proprietary knowledge required for the servicing of specialized equipment owned by the regional transit authority; and

WHEREAS, Special Counsel, Inc. has offered to provide said temporary legal services, as required, at a negotiated amount not to exceed \$115,000.00 for a period of six months; and

WHEREAS, the General Manager, Chief Executive Officer deems the offer of Special Counsel, Inc., as negotiated, to provide temporary legal services, as required, to be in the best interest of the Authority 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 of Special Counsel, Inc., as negotiated, to provide temporary legal services, as required, for a period of six months 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 sole source contract with Special Counsel, Inc. to provide said services.

Section 3. The contract will be funded through the General Fund, Legal Department budget, in an amount not to exceed \$115,000.00 for a period of six months.

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 Special Counsel, Inc. will attempt to exceed the 0% minimum DBE goal assigned to this procurement.

Resolution No. 2021-26
Page 2

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

Adopted: March 23, 2021

President

Attest: _____
Interim Secretary-Treasurer



TITLE/DESCRIPTION: CONTRACT: RATIFYING AN INCREASE AND AUTHORIZING AN EXTENSION TO SMALL PURCHASE CONTRACT TO PROVIDE ADDITIONAL TEMPORARY LEGAL SERVICES VENDOR: SPECIAL COUNSEL, INC. AMOUNT: NTE \$42,718.00 FOR A TOTAL CONTRACT AMOUNT NTE \$112,718.00	Resolution No.: 2021-27
	Date: March 18, 2021
	Initiator: Legal 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 ratify the General Manager, Chief Executive Officer's execution of an increase to a small purchase contract with Special Counsel, Inc. and to extend the existing agreement through April 1, 2021.
- 2.0 **DESCRIPTION/JUSTIFICATION:** The Authority identified the need to temporarily augment its staff to support continued in-house legal services to the Authority during the pandemic. Public transportation is an essential service provided by the Authority for the region. Consequently, Authority operations and the need to support those operations continued during the pandemic. Due to COVID-19, staff were required to seek leave from work due to illness, quarantines, child care issues and other COVID-19 related accommodations. On September 15, 2020, a competitively negotiated small purchase agreement was entered into with Special Counsel, Inc. to provide temporary legal services. Due to the ongoing workplace challenges caused by the pandemic, additional temporary legal services are required under this agreement until a new contract can be executed.
- 3.0 **PROCUREMENT BACKGROUND:** The Authority entered into a small purchase agreement with Special Counsel, Inc. to provide temporary legal services, at negotiated bill rates, in an amount not to exceed \$70,000.00. Additional services were required to ensure continuity of those legal services as the pandemic continues. That additional work was in excess of the General Manager's authority. In accordance with established Procurement procedures, on March 5, 2021, the General Manager, Chief Executive Officer notified the acting President of the Board of Trustees, Rev. Charles P. Lucas, of the need to take action immediately and advised him that she would request ratification of the action at the next Board of Trustees meeting. Due to the ongoing impact of the pandemic on the workplace and the need to provide uninterrupted, in-house legal services, the Authority has determined that additional temporary legal services are required while a new contract can be negotiated and executed. Special Counsel, Inc. offered to provide these additional services in an amount not to exceed \$42,718.00, at the original negotiated bill rates, resulting in a new total amount not to exceed \$122,718.00.

The Procurement Department performed a cost analysis and determined the proposal from Special Counsel, Inc. to provide additional temporary legal services, after negotiations, to be fair and reasonable to the Authority.

- 4.0 **AFFIRMATIVE ACTION/DBE BACKGROUND:** No Affirmative Action review or DBE participation goal was considered for the proposed contract increase because the additional legal services represent a continuation of specialized and confidential work already in process.
- 5.0 **POLICY IMPACT:** Does not apply.

- 6.0 **ECONOMIC IMPACT:** This increase and amendment shall be payable from the General Fund, Legal Department budget in an amount not to exceed \$42,718.00 resulting in a total contract amount not to exceed \$112,718.00.
- 7.0 **ALTERNATIVES:** Reject this ratification. Rejection of this ratification and extension will leave the Authority's Legal Department without the resources necessary to provide continuous in-house legal services to fully support the Authority's operations and services during the COVID-19 pandemic.
- 8.0 **RECOMMENDATION:** It is recommended that this increase and amendment be accepted and the resolution passed authorizing the General Manager, Chief Executive Officer to ratify the 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. 2021-27

RATIFYING AN INCREASE AND AUTHORIZING AN EXTENSION TO SMALL PURCHASE CONTRACT WITH SPECIAL COUNSEL, INC. TO PROVIDE ADDITIONAL TEMPORARY LEGAL SERVICES IN AN AMOUNT NOT TO EXCEED \$42,718.00 FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$112,718.00 (GENERAL FUND, LEGAL DEPARTMENT BUDGET)

WHEREAS, the Authority deemed it necessary to procure temporary legal services to augment its Legal Department staff in order to provide continuous, uninterrupted in-house legal services during the COVID-19 pandemic; and

WHEREAS, the original small purchase contract was awarded under a competitive procurement to Special Counsel, Inc., located at 12989 Lake Avenue, Lakewood, Ohio 44107, to provide temporary legal services commencing on September 15, 2020, in an amount not to exceed \$70,000.00; and

WHEREAS, additional temporary legal services are required to continue to augment the Legal Department staff necessary to maintain effective legal support of Authority operations and services when staff leave requests arise from COVID-19 related situations and accommodations; and

WHEREAS, Special Counsel, Inc. has offered to continue to provide temporary legal services to the Authority in an amount not to exceed \$42,718.00, for a total contract amount not to exceed \$112,718.00, at the same bill rates, and terms and conditions negotiated under the original agreement; and

WHEREAS, the approval of this increase will exceed the General Manager, Chief Executive Officer's signing authority, requiring an approval by the Board of Trustees; and

WHEREAS, on March 5, 2021, Rev. Charles P. Lucas, Acting President of the Board of Trustees, gave approval to the General Manager, Chief Executive Officer for an increase and extension, on an emergency basis, to the contract with Special Counsel, Inc. for temporary legal services; and

WHEREAS, the General Manager, Chief Executive Officer deems this increase and extension to be in the best interest of the Authority, price and other factors considered and recommends acceptance thereof by the Board of Trustees; and

WHEREAS, it is now necessary to secure ratification of this increase and extension 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 Board of Trustees hereby ratifies an increase to the current agreement with Special Counsel, Inc. for temporary legal services.

Section 2. That the offer from Special Counsel, Inc. to provide additional temporary legal services in a negotiated amount not to exceed \$42,718.00 for a total contract amount not to exceed \$112,718.00, be and is hereby accepted.

Section 3. That the General Manager, Chief Executive Officer of the Authority be and she is authorized to amend the agreement with Special Counsel, Inc. to include these additional services.

Section 4. That the increase shall be payable from the General Fund, Legal Department budget in an amount not to exceed \$42,718.00, for a total contract amount not to exceed \$112,718.00.

Section 5. That all other terms and conditions of said contract shall remain unchanged.

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

Adopted: March 23, 2021

President

Attest: _____
Interim Secretary-Treasurer



Greater Cleveland Regional Transit Authority
STAFF SUMMARY AND COMMENTS

TITLE/DESCRIPTION: APPROVING THE 2021 INTERNAL AUDIT PLAN	Resolution No.: 2021-28
	Date: March 18, 2021
	Initiator: Internal Audit
ACTION REQUEST: X Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 PURPOSE/SCOPE: This action will approve the 2021 Internal Audit Plan, as required by Article IX, Section 5 of the Bylaws of the Greater Cleveland Regional Transit Authority ("Bylaws") and Sections 262.07(a) and (d) of the Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority ("Code").

- 2.0 DESCRIPTION/JUSTIFICATION: Standard 2010, Planning, of the Institute of Internal Auditors' ("IIA") International Professional Practice Framework provides that "the chief audit executive must establish a risk-based plan to determine the priorities of the internal audit activity, consistent with the organization's goals." The IIA's interpretation of that standard states that "to develop the risk-based plan, the chief audit executive consults with senior management and the board and obtains an understanding of the organization's strategies, key business objectives, associated risks, and risk management processes. The chief audit executive must review and adjust the plan, as necessary, in response to changes in the organization's business, risks, operations, programs, systems, and controls."

The internal audit plan is intended to ensure that internal audit coverage adequately examines areas with the greatest exposure to the key risks that could affect the Authority's ability to achieve its objectives. The preparation of the plan consists of a five-step process, including the identification of audit areas, establishment of risk based audit priorities, allocation of resources, development of audit scheduled, and formulation of the annual plan. Per the professional standards, Internal Audit considered feedback from the Board of Trustees, the General Manager, CEO, executive management and others. After Internal Audit met with the General Manager, CEO and each member of the executive management team to review their business objectives and organizational goals, Internal Audit aligned the plan with the Authority's Strategic Plan and Success Outcomes.

- 3.0 PROCUREMENT BACKGROUND: Does not apply.

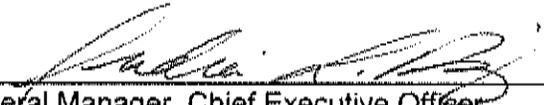
- 4.0 DBE/AFFIRMATIVE ACTION BACKGROUND: Does not apply.

- 5.0 POLICY IMPACT: Adoption of the resolution will result in the Authority having a 2021 Internal Audit Plan approved in accordance with the Authority's Bylaws, Code and the Planning standard of the IIA.

- 6.0 ECONOMIC IMPACT: Does not apply.

- 6.0 ECONOMIC IMPACT: Does not apply.
- 7.0 ALTERNATIVES: Not adopting the resolution would leave the Authority without an approved Internal Audit Plan for 2021.
- 8.0 RECOMMENDATION: On February 16, 2021, the Audit, Safety Compliance and Real Estate Committee reviewed and discussed the 2021 Internal Audit Plan and referred it to the full Board. It is recommended that the resolution be adopted, approving the 2021 Internal Audit Plan.

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. 2021-28

APPROVING THE 2021 INTERNAL AUDIT PLAN

WHEREAS, the Board of Trustees has been granted the power and authority, pursuant to Chapter 306 of the Ohio Revised Code, to manage and conduct the affairs of the Greater Cleveland Regional Transit Authority ("Authority"); and

WHEREAS, Article IX, Section 5 of the Authority's Bylaws provides that the Board of Trustees shall review and approve the internal audit plan; and

WHEREAS, Section 262.07(a) of the Authority's Codified Rules and Regulations ("Code") requires the Executive Director of Internal Audit to submit, at least annually, to the General Manager, CEO, executive management and the Board of Trustees a risk-based internal audit plan for review and approval; and

WHEREAS, Section 262.07(d) of the Code requires the Executive Director of Internal Audit to communicate to the General Manager, CEO, executive management and the Board of Trustees any significant interim changes to the internal audit plan; and

WHEREAS, the Executive Director of Internal Audit prepared an audit plan for 2021, consulted with and considered feedback from the Board of Trustees, the General Manager, CEO and executive management, in accordance with the professional standards of the Institute of Internal Auditors; and

WHEREAS, the Executive Director of Internal Audit has submitted the 2021 Internal Audit Plan to the General Manager, CEO and executive management; and

WHEREAS, the Executive Director of Internal Audit hereby submits the 2021 Internal Audit Plan for approval 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 2021 Internal Audit Plan ("Plan"), which is substantially in the form of the attachment hereto, has been reviewed and is approved and the Executive Director of Internal Audit is hereby directed to inform the Board of Trustees, General Manager, CEO and executive management of any significant interim changes to the Plan.

Section 2. That this resolution shall be effective immediately.

Attachment: 2021 Audit Plan

Adopted: March 23, 2021

President

Attest: _____
Interim Secretary-Treasurer

**GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
INTERNAL AUDIT DEPARTMENT QUARTERLY REPORT
OCTOBER 1, 2020 THROUGH DECEMBER 31, 2020**

2021 PROPOSED INTERNAL AUDIT PLAN
--

Project	Budgeted Hours	Success Outcome(s)
<u>COVID-19 Activities</u>		
Coronavirus Response & Relief Supplemental Appropriations Act	160	I,II,III
Family First Coronavirus Response	200	III,IV
Vehicle Disinfecting Program - Spot Audits	160	I,II,IV
<u>Consulting Projects</u>		
Audit Management System Replacement	200	IV
Cyber Risk/Liability Task Force	160	I,III
Data Analytics	160	II
Fraud Risk Assessment	240	III,IV
Third-Party Risk Assessment	240	I,III
<u>Continuous Auditing</u>		
Accounts Payable	200	II,III
Accounts Receivable	200	II,III
Nepotism	160	IV
Payroll	240	III,IV
Paratransit Eligibility/Certification	160	I,II
Revenue Collection	160	III
<u>Contract Audits</u>		
Compressed Natural Gas Vehicle Replacement	160	I,II,III
Common Area Maintenance - Tower City	200	III
Fiber Optic Line Replacement	200	I,II,III
Health Care Expenses	240	III
Health Line Vehicle Replacement	160	I,II,III
Heavy Rail Vehicle Replacement	500	I,II,III
Light Rail Track Replacement	200	I,II
Tire Lease/Maintenance	200	I,II,III
Tower City East Portal Rehabilitation	200	I,II
Viaduct Rehabilitation	200	I,II
<u>External Audits</u>		
Financial Audit Support	160	II,III
Public Transit Agency Safety Plan	340	I,II
System Security Plan	200	I,II

**GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
INTERNAL AUDIT DEPARTMENT QUARTERLY REPORT
OCTOBER 1, 2020 THROUGH DECEMBER 31, 2020**

2021 PROPOSED INTERNAL AUDIT PLAN
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Information Technology Audits

Change and Patch Management	160	III,IV
Consolidated Train Dispatch System	160	I,III
Information Technology Governance	240	III,IV
Maintenance-Management System Upgrade	200	III,IV
Operator Time & Attendance System Upgrade	200	III,IV
Oracle System Upgrade/Migration	400	III,IV
RiskMaster/Oracle Interface	160	III
Transit Police Body Cameras	200	I,II,IV

Internal Audits

Absence Control - FMLA	200	III,IV
Accrued Leave	160	III,IV
Customer Service Center - Tower City	160	II,III
Employee Separation Process	200	III,IV
ESMS ISO 14001 Conformance Audit	240	II,III
Fare Media Inventory/Distribution	200	III
Hiring Practices	240	IV
Operating Leases	200	II,III
Parts Inventory - Cycle Counting	200	III
Petty Cash	100	III
Strategic Plan Implementation	160	I,II,III,IV
Travel Reimbursement	120	III

Revenue Collection Audits

Farebox Inventory	200	III
Revenue Reconciliation	160	III,IV
Sales Agent Collections	240	I,II,III

Special Requests & Emerging Issues 2000

Success Outcomes

- I. Customer Experience
- II. Community Value
- III. Financial Sustainability
- IV. Employee Engagement

"The chief audit executive must establish a risk-based plan to determine the priorities of the internal audit activity, consistent with the organization's goals" - Institute of Internal Auditing Standards – Planning 2010.

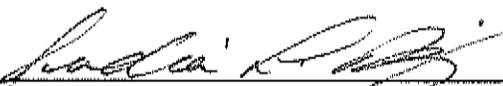


Greater Cleveland Regional Transit Authority
STAFF SUMMARY AND COMMENTS

TITLE/DESCRIPTION: AUTHORIZING THE FILING OF REQUESTS FOR COMMUNITY PROJECT FUNDING FOR THE RAIL CAR REPLACEMENT PROGRAM WITH MEMBERS OF THE UNITED STATES CONGRESS FOR FEDERAL FISCAL YEAR 2022 APPROPRIATIONS	Resolution No.: 2021-29
	Date: March 18, 2021
	Initiator: Finance Division
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 submit requests to members of the United States Congress for Community Project Funding for the Rail Car Replacement Program, and enter into funding agreements with, and to accept funds from the United States Department of Transportation. This resolution is for appropriations within the Federal Fiscal Year 2022 which is from October 31, 2021 – September 30, 2022.
- 2.0 DESCRIPTION/JUSTIFICATION: The United States Congress will make funds available during FFY 2022 appropriations process for various transportation programs contained within the local Metropolitan Planning Organization Transportation Improvement Program and the State Transportation Improvement Program. The Rail Car Replacement Program is contained in both as PID No. 112109. GCRTA intends to request Community Project Funding for the Rail Car Replacement Program which is an eligible project.
- 3.0 PROCUREMENT BACKGROUND: Does not apply.
- 4.0 AFFIRMATIVE ACTION / DBE BACKGROUND: Does not apply.
- 5.0 POLICY IMPACT: This action is consistent with Board Policy to take advantage of all available Federal funding and grant programs, including the United States Department of Transportation, Federal Highway Administration, as well as Federal Transit Administration programs.
- 6.0 ECONOMIC IMPACT: Funding available through the United States Congress's Community Project Funding will reduce the unfunded portion of the Rail Car Replacement Program.
- 7.0 ALTERNATIVES: Do not submit request for funding. This would exclude the Authority from obtaining and utilizing Community Project Funding available through the members of the United States Congress for the Rail Car Replacement Program.
- 8.0 RECOMMENDATION: It is recommended that the resolution authorizing the filing of requests for Community Project Funding from members of the United States Congress for the Rail Car Replacement Program be approved.
- 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. 2021-29

AUTHORIZING THE FILING OF REQUESTS FOR COMMUNITY PROJECT FUNDING FOR THE RAIL CAR REPLACEMENT PROGRAM WITH MEMBERS OF THE UNITED STATES CONGRESS FOR FEDERAL FISCAL YEAR 2022 APPROPRIATIONS

WHEREAS, the United States Congress, through its Federal Fiscal Year (FFY) 2022 appropriations process, will make funds available for Community Project Funding; and

WHEREAS, the Greater Cleveland Regional Transit Authority is seeking additional funding for its Rail Car Replacement Program; and

WHEREAS, the Rail Car Replacement Program is contained in the NOACA Transportation Improvement Program and State of Ohio State Transportation Improvement Program as project PID No. 112109.

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

Section 1. That the General Manager, Chief Executive Officer is hereby authorized to file requests, as required, and to execute contracts on behalf of the Greater Cleveland Regional Transit Authority with the United States Department of Transportation for the Rail Car Replacement Program.

Section 2. That the General Manager, Chief Executive Officer is authorized to execute and file such requests, any assurances or any other documentation required by the members of the United States Congress for federal programs.

Section 3. That the General Manager, Chief Executive Officer is authorized to furnish such additional information as the members of the United States Congress may require in connection with these requests.

Section 4. That the General Manager, Chief Executive Officer of the Greater Cleveland Regional Transit Authority is authorized to accept the funds resulting from the United States Congress's appropriation process.

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

Adopted: March 23, 2021

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 FEBRUARY 28, 2021 AND FEBRUARY 29, 2020

	CURRENT MONTH	PRIOR YR MONTH	VARIANCE	%CHANGE	CURRENT % OF TOTAL	2021 YTD	2020 YTD	VARIANCE	%CHANGE	CURRENT % OF TOTAL
PASSENGER FARES:										
CASH FARES	\$ 583,895	\$ 1,300,110	\$ (516,215)	(39.70%)	1.98%	\$ 1,225,801	\$ 2,379,213	\$ (1,153,412)	(48.48%)	3.07%
PASS/TICKET SALES	426,718	1,173,898	(746,370)	(63.67%)	2.19%	847,887	2,075,506	(1,227,619)	(59.15%)	2.12%
CMISO - STUDENT FARECARDS	10,130	276,405	(266,275)	(96.34%)	0.05%	13,523	442,278	(428,755)	(96.94%)	0.03%
U-PASS	13,000	14,640	(1,640)	(11.21%)	0.05%	11,000	371,289	(360,289)	(97.04%)	0.03%
MOBILE TICKETING	290,507	514,600	(224,093)	(43.55%)	1.49%	604,760	1,034,503	(429,743)	(41.54%)	1.51%
SUBTOTAL PASSENGER FARES	1,318,250	3,078,643	(1,759,393)	(57.13%)	6.76%	2,702,971	6,302,790	(3,599,819)	(57.11%)	6.77%
OPERATING SUBSIDIES:										
SALES & USE TAX	37,982,308	18,450,264	(467,956)	(2.54%)	92.18%	36,493,062	36,753,998	(260,936)	(0.71%)	91.40%
SUBTOTAL OPERATING SUBSIDIES	17,982,308	18,450,264	(467,956)	(2.54%)	92.18%	36,493,062	36,753,998	(260,936)	(0.71%)	91.40%
OTHER REVENUE:										
ADVERTISING/CONCESSIONS/COMMISSIONS	98,215	1,377,300	(1,279,085)	(92.87%)	0.50%	211,598	1,455,846	(1,244,248)	(85.57%)	0.53%
NAMING RIGHTS LESS COMMISSIONS	-	175,000	(175,000)	(100.00%)	0.00%	-	379,379	(379,379)	(100.00%)	0.00%
RENTAL INCOME	47,889	24,447	23,442	95.89%	0.25%	74,987	49,814	25,173	50.55%	0.19%
INTEREST INCOME	8,709	40,093	(31,384)	(78.28%)	0.04%	19,270	103,364	(84,094)	(81.35%)	0.05%
OTHER	4,774	6,537	(1,763)	(26.97%)	0.02%	27,199	17,131	10,067	58.76%	0.07%
SUBTOTAL OTHER REVENUE	159,587	1,623,377	(1,463,790)	(90.17%)	0.82%	333,064	1,916,498	(1,583,434)	(82.62%)	0.83%
REIMBURSEMENTS AND OTHER SOURCES OF CASH:										
FUELS/PROPANE TAX REFUNDS	-	-	-	-	0.00%	315,545	69,792	245,753	352.12%	0.75%
GRANT REIMBURSEMENT (FEDERAL, STATE, LOCAL MATCH)	13,112	6,629	6,483	97.80%	0.67%	21,846	273,236	(250,390)	(91.56%)	0.66%
PREVENTIVE MAINTENANCE (FEDERAL, STATE, LOCAL MATCH)	-	4,000,000	(4,000,000)	(100.00%)	0.00%	-	4,600,000	(4,600,000)	(100.00%)	0.00%
FEDERAL OPERATING ASSISTANCE	-	7,507	(7,507)	(100.00%)	0.00%	-	30,069	(30,069)	(100.00%)	0.00%
MISCELLANEOUS RECEIPTS	34,380	1,078,041	(1,043,661)	(96.81%)	0.88%	59,435	1,134,997	(1,075,562)	(94.76%)	0.15%
SUBTOTAL REIMBURSEMENTS AND OTHER SOURCES OF CASH	47,492	5,092,177	(5,044,685)	(99.07%)	0.24%	397,826	5,508,094	(5,110,268)	(92.78%)	1.00%
TOTAL CASH RECEIVED - GENERAL FUND	\$ 19,508,637	\$ 28,244,663	\$ (8,736,024)	(30.93%)	100.00%	\$ 39,926,923	\$ 50,481,380	\$ (10,554,457)	(20.91%)	100.00%

THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
 REPORT OF CASH RECEIVED COMPARED TO BUDGET - GENERAL FUND
 FOR THE PERIOD ENDED FEBRUARY 28, 2021

	BUDGET MONTH	CURRENT MONTH	VARIANCE	% CHANGE	CURRENT % OF TOTAL	2021 YTD BUDGET	2021 YTD	VARIANCE	% CHANGE	CURRENT % OF TOTAL
PASSENGER FARES:										
CASH FARES	\$ 852,289	\$ 580,895	\$ (281,394)	(32.65%)	2.58%	\$ 1,774,367	\$ 1,225,821	\$ (548,566)	(30.97%)	3.07%
PASS/TICKET SALES	582,066	426,718	(155,358)	(26.69%)	2.19%	1,390,643	847,887	(542,656)	(39.07%)	2.12%
CM459 - STUDENT PARACARDS	129,500	10,130	(119,370)	(91.38%)	0.05%	130,500	13,523	(116,977)	(89.64%)	0.03%
U-PASS		11,500	11,000		0.06%		11,000			0.03%
MOBILE TICKETING	328,761	290,507	(38,254)	(11.64%)	1.49%	672,551	504,760	(167,801)	(24.06%)	2.51%
SUBTOTAL PASSENGER FARES	3,902,636	1,319,250	(2,583,386)	(65.66%)	6.76%	3,967,971	2,702,973	(1,265,000)	(31.88%)	6.77%
OPERATING SUBSIDIES:										
SALES & USE TAX	18,048,702	17,982,308	(66,394)	(0.37%)	92.18%	35,648,243	36,493,062	844,819	2.37%	91.40%
SUBTOTAL OPERATING SUBSIDIES	18,048,702	17,982,308	(66,394)	(0.37%)	92.18%	35,648,243	36,493,062	844,819	2.37%	91.40%
OTHER REVENUE:										
ADVERTISING/CONCESSIONS/COMMISSIONS	1,683	98,115	96,432	5735.85%	0.50%	762,174	211,598	(570,576)	(72.95%)	0.53%
NAMING RIGHTS LESS COMMISSIONS	221,410	-	(221,430)	-	0.00%	417,516	-	(417,516)	-	0.00%
RENTAL INCOME	38,368	47,889	9,521	24.82%	0.25%	106,935	74,957	(31,988)	(29.87%)	0.19%
INTEREST INCOME	270,862	8,768	(262,153)	(96.78%)	0.04%	490,318	19,270	(471,048)	(96.07%)	0.05%
OTHER	10,166	4,774	(5,392)	(53.04%)	0.02%	36,820	27,159	(9,661)	(26.13%)	0.07%
SUBTOTAL OTHER REVENUE	502,489	159,587	(342,902)	(70.58%)	0.82%	1,833,763	333,664	(1,500,099)	(81.84%)	0.83%
REIMBURSEMENTS AND OTHER SOURCES OF CASH:										
FUELS/G/PROPANE TAX REFUNDS	16,045	-	(16,045)	-	0.00%	75,046	315,545	240,499	320.47%	0.79%
GRANT REIMBURSEMENT (FEDERAL, STATE, LOCAL MATCH)	6,899	13,112	6,213	90.05%	0.07%	18,214	22,846	4,632	25.43%	0.06%
PREVENTIVE MAINTENANCE (FEDERAL, STATE, LOCAL MATCH)	-	-	-	-	0.00%	9,581,207	-	(9,581,207)	-	0.00%
FEDERAL OPERATING ASSISTANCE	-	-	-	-	0.00%	-	-	-	-	0.00%
MISCELLANEOUS RECEIPTS	352,021	34,380	(317,641)	(90.23%)	0.18%	427,553	59,435	(368,118)	(86.10%)	0.15%
SUBTOTAL REIMBURSEMENTS AND OTHER SOURCES OF CASH	394,966	47,492	(347,474)	(87.98%)	0.24%	10,102,020	397,426	(9,704,594)	(96.06%)	1.00%
TOTAL CASH RECEIVED - GENERAL FUND	\$ 20,888,793	\$ 19,509,637	\$ (1,380,156)	(6.61%)	109.00%	\$ 51,551,998	\$ 39,976,923	\$ (11,575,075)	(22.55%)	100.00%

**GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
SALES AND USE TAXES
ACTUAL RECEIPTS THROUGH MARCH 2021**

MONTH RECEIVED	2019 ACTUAL	2020 ACTUAL	2021 ESTIMATE	2021 MONTHLY		2019 YTD ACTUAL	2020 YTD ACTUAL	2021 YTD ESTIMATE	2021 VERSUS 2020 YTD %	
				ACTUAL	ESTIMATE				CHANGE	ESTIMATE
JANUARY	\$17,311,711	\$18,303,734	\$18,739,713	\$18,510,754	(1.22%)	\$17,311,711	\$18,303,734	\$18,739,713	1.13%	1.13%
FEBRUARY	\$17,753,526	\$18,450,264	\$18,899,733	\$17,982,308	(2.54%)	\$35,065,237	\$36,753,998	\$37,629,446	(0.71%)	(0.71%)
MARCH	\$18,588,186	\$21,219,411	\$21,724,838	\$20,664,587	(4.88%)	\$54,853,423	\$57,973,409	\$59,354,284	(1.41%)	(1.41%)
APRIL	\$15,303,867	\$16,460,465	\$16,852,539							
MAY	\$15,802,827	\$15,293,102	\$15,657,370							
JUNE	\$16,297,841	\$15,926,194	\$16,305,542							
JULY	\$16,425,144	\$13,364,639	\$13,682,973							
AUGUST	\$17,918,246	\$17,532,128	\$17,949,728							
SEPTEMBER	\$19,225,063	\$19,653,653	\$20,121,990							
OCTOBER	\$17,757,984	\$18,570,251	\$19,012,588							
NOVEMBER	\$18,251,949	\$17,091,363	\$17,498,463							
DECEMBER	\$18,555,735	\$18,282,055	\$19,284,581							
TOTAL	\$212,192,079	\$210,147,468	\$215,720,058	\$57,157,650						

Summary:

Month

2.61% (\$54,824) lower than March 2020 Actual
4.88% (\$1,050,254) lower than March 2021 estimate

YTD

1.41% (\$815,759) lower than 2020 Actual
3.70% (\$2,196,634) lower than 2021 estimate

GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
 INVENTORY OF TREASURY INVESTMENTS
 AS OF FEBRUARY 28, 2021

FUND	PURCHASE DATE	MATURITY DATE	INSTRUMENT	INSTITUTION	TERM DAYS	TOTAL PRINCIPAL	ACCRUED INTEREST	AVERAGE DAYS TO MATURITY	AVERAGE YIELD
BOND RETIREMENT FUND	2/26/2021	3/1/2021	MONEY MARKET	HUNTINGTON BANK	3	\$4,512,220	\$0	3	0.01%
	5/8/2019	5/31/2021	TREASURY BILL FOR PREMIUM	HUNTINGTON BANK	752	\$719,364	\$2,537	150	2.10%
	5/8/2019	5/31/2022	TREASURY BILL FOR PREMIUM	HUNTINGTON BANK	1118	\$247,412	\$1,106	515	2.10%
	5/8/2019	11/30/2021	TREASURY BILL FOR PREMIUM	HUNTINGTON BANK	936	\$1,665,366	\$7,432	334	2.10%
TOTAL BOND RETIREMENT FUND						\$7,144,352	\$11,075		0.67%
GENERAL FUND	2/26/2021	3/1/2021	MERCHANT ACCT-KEY MMKT	KEY BANK	3	\$154,995	\$0	3	0.75%
	2/26/2021	3/1/2021	STAR OHIO	STATE OF OHIO	3	\$12,857,081	\$0	3	0.09%
	2/26/2021	3/1/2021	STAR OHIO-CARES	STATE OF OHIO	3	\$112,106,187	\$0	3	0.09%
	2/26/2021	3/1/2021	BLACKROCK MONEY MKT	PNC BANK	3	\$5,006,091	\$0	3	0.01%
	2/26/2021	3/1/2021	EMPLOYEE ACTIVITY FUND	KEY BANK	3	\$158,030	\$0	3	0.75%
	2/26/2021	3/1/2021	SALES TAX ACCOUNT	HUNTINGTON BANK	3	\$4,341	\$0	3	0.01%
	2/26/2021	3/1/2021	KEY ECR	KEY BANK	3	\$6,602,126	\$0	3	0.75%
TOTAL GENERAL FUND						\$136,888,851	\$0		0.12%
INSURANCE FUND	2/26/2021	3/1/2021	BLACKROCK MONEY MKT	PNC BANK	3	\$1,011,875	\$0	3	0.01%
	2/26/2021	3/1/2021	STAR OHIO	STATE OF OHIO	3	\$4,809,030	\$0	3	0.09%
	2/26/2021	3/1/2021	KEY ECR	KEY BANK	3	\$115,811	\$0	3	0.75%
TOTAL INSURANCE FUND						\$5,936,716	\$0		0.09%
LAW ENFORCEMENT FUND	2/26/2021	3/1/2021	LAW ENFORCEMENT	KEY BANK-SWEEP	3	\$22,467	\$0	3	0.75%
	2/26/2021	3/1/2021	STAR OHIO	STATE OF OHIO	3	\$44,014	\$0	3	0.09%
TOTAL LAW ENFORCEMENT FUND						\$66,481	\$0		0.20%
LOCAL MATCH FUND	3/17/2020	1/24/2023	LOCAL MATCH-FFCB	STIFEL NICOLAUS	1042	\$5,091,175	\$7,744	722	1.64%
	2/26/2021	3/1/2021	2019 DEBT ACCT-STAR OHIO	STATE OF OHIO	3	\$15,263,277	\$0	3	0.09%
	2/26/2021	3/1/2021	2019 DEBT ACCT-KEY ECR	KEY BANK	3	\$209,453	\$0	3	0.75%
	2/26/2021	3/1/2021	LOCAL MATCH-STAR OHIO	STATE OF OHIO	3	\$4,663,942	\$0	3	0.09%
	2/26/2021	3/1/2021	LOCAL MATCH-KEY ECR	KEY BANK	3	\$23,590	\$0	3	0.75%
	2/26/2021	3/1/2021	GRANT-ECR	KEY BANK	3	\$284,876	\$0	3	0.75%
	2/26/2021	3/1/2021	CATCH BASIN-KEY ECR	KEY BANK	3	\$101,882	\$0	3	0.75%
TOTAL LOCAL MATCH FUND						\$25,638,196	\$7,744		0.41%
PENSION FUND	2/26/2021	3/1/2021	KEY ECR	KEY BANK	3	\$49,880	\$0	3	0.75%
	2/26/2021	3/1/2021	STAR OHIO	STATE OF OHIO	3	\$1,228,778	\$0	3	0.09%
TOTAL PENSION FUND						\$1,278,657	\$0		0.12%

GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
 INVENTORY OF TREASURY INVESTMENTS
 AS OF FEBRUARY 28, 2021

FUND	PURCHASE DATE	MATURITY DATE	INSTRUMENT	INSTITUTION	TERM DAYS	TOTAL PRINCIPAL	ACCRUED INTEREST	AVERAGE DAYS TO MATURITY	AVERAGE YIELD
RTA CAPITAL FUND	2/26/2021	3/1/2021	KEY ECR	KEY BANK	3	\$5,879,555	\$0	3	0.75%
TOTAL RTA CAPITAL FUND						\$5,879,555	\$0		0.75%
RESERVE FUND									
	3/17/2020	1/24/2023	FFCB	STIFEL NICOLAUS	1042	\$5,091,175	\$7,744	722	1.64%
	2/26/2021	3/1/2021	KEY ECR	KEY BANK	3	\$428,530	\$0	3	0.75%
	2/26/2021	3/1/2021	STAR OHIO	STATE OF OHIO	3	<u>\$47,004,044</u>	<u>\$0</u>	3	0.09%
TOTAL RESERVE FUND						\$52,523,749	\$7,744		0.24%
TOTAL ALL FUNDS						\$235,356,567	\$26,564	37	0.21%

**GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
DEBT SERVICE SCHEDULE AND STATUS
AS OF FEBRUARY 28, 2021**

Bonds	Final Maturity Date	Total Principal Outstanding 12/1/2020	Interest Payable/ 6/1/2021	Principal Payable/ 6/1/2021	Debt Service Requirement/ 6/1/2021	Interest Payable/ 12/1/2021	Principal Payable/ 12/1/2021	Debt Service Requirement/ 12/1/2021	Total Debt Requirement 2021
Series 2012-Sales Tax Rev.	Dec. 2024	10,500,000.00	262,500.00	0.00	262,500.00	262,500.00	3,300,000.00	3,562,500.00	3,825,000.00
Series 2014A-Sales Tax Rev.	Dec. 2025	10,305,000.00	240,725.00	0.00	240,725.00	240,725.00	3,730,000.00	3,970,725.00	4,211,450.00
Series 2015-Sales Tax Rev.	Dec. 2034	41,360,000.00	1,034,000.00	0.00	1,034,000.00	1,034,000.00	3,350,000.00	4,384,000.00	5,418,000.00
Series 2016-Sales Tax Rev.	Dec. 2031	15,000,000.00	374,900.00	0.00	374,900.00	374,900.00	10,000.00	384,900.00	759,800.00
Series 2019-Sales Tax Rev.	Dec. 2039	29,095,000.00	727,375.00	0.00	727,375.00	727,375.00	955,000.00	1,682,375.00	2,409,750.00
Total Bonds		\$106,260,000.00	\$2,639,500.00	\$0.00	\$2,639,500.00	\$2,639,500.00	\$11,345,000.00	\$13,984,500.00	\$16,624,000.00

Bond Retirement
\$6,896,950

Current Balance (Set Aside for 2021)

\$1,215,881

Monthly Set Aside Required

GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
SUMMARY OF INVESTMENT PERFORMANCE
YEAR TO DATE THROUGH FEBRUARY 28, 2021

MONTH	2021				2020			
	AVERAGE BALANCE	INTEREST EARNED	AVERAGE YIELD	STANDARD YIELD #	MARKET YIELD #	AVERAGE YIELD	STANDARD YIELD #	MARKET YIELD #
JANUARY	\$247,915,757	\$25,844	0.24%	0.10%	0.01%	1.94%	1.66%	1.49%
FEBRUARY	\$241,578,777	\$39,883	0.21%	0.09%	0.01%	1.93%	1.53%	1.22%
MARCH						1.49%	1.25%	0.10%
APRIL						1.17%	1.01%	0.01%
MAY						0.86%	0.77%	0.01%
JUNE						0.75%	0.53%	0.07%
JULY						0.74%	0.30%	0.01%
AUGUST						0.48%	0.14%	0.01%
SEPTEMBER						0.39%	0.13%	0.01%
OCTOBER						0.26%	0.13%	0.01%
NOVEMBER						0.24%	0.12%	0.01%
DECEMBER						0.27%	0.11%	0.01%
YEAR TO DATE	244,747,267	\$65,727	0.23%	0.10%	0.01%	0.88%	0.64%	0.25%
RTA AVERAGE YIELDS OVER (UNDER) INDEX								
# Moving average coupon equivalent yields for 6 month Treasury Bills,								
# Market Yield equals US Treasury Money Fund 7 Day Yield								
0.22%								
0.63%								

GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
 REPORT ON INVESTMENT EARNINGS (CASH BASIS)
 FEBRUARY 2021

BOND RETIREMENT FUND
 HUNTINGTON MONEY MARKET

	<u>\$28.62</u>
FEBRUARY 2021	\$28.62
2021 YEAR TO DATE	\$50.86
2020 YEAR TO DATE	\$4,978.35

GENERAL FUND
 HUNTINGTON-SALES TAX ACCOUNT
 STAROHIO
 KEY BANK SWEEP ACCOUNT
 PNC CUSTODY ACCOUNT
 STAR OHIO-CARES GRANT
 MERCHANT ACCOUNT-KEY BANK SWEEP ACCOUNT

	\$0.03
FEBRUARY 2021	\$828.58
2021 YEAR TO DATE	\$68.25
2020 YEAR TO DATE	\$0.21
	<u>\$7,810.55</u>
	\$1.37
FEBRUARY 2021	\$8,708.99
2021 YEAR TO DATE	\$19,270.09
2020 YEAR TO DATE	\$103,323.91

INSURANCE FUND
 FHLMC
 STAROHIO

	\$11,875.00
FEBRUARY 2021	\$334.96
2021 YEAR TO DATE	\$12,209.96
2020 YEAR TO DATE	\$12,623.21
	\$85,504.08

LAW ENFORCEMENT FUND
 KEY BANK SWEEP ACCOUNT
 STAROHIO

	\$0.18
FEBRUARY 2021	<u>\$3.07</u>
2021 YEAR TO DATE	\$3.25
2020 YEAR TO DATE	\$7.17
	\$189.02

GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
 REPORT ON INVESTMENT EARNINGS (CASH BASIS)
 FEBRUARY 2021

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

\$324.85
 \$1,075.94
\$2.19
 \$1,402.98
 \$44,808.11
 \$186,105.40

FEBRUARY 2021
 2021 YEAR TO DATE
 2020 YEAR TO DATE

PENSION FUND
 STAROHIO
 KEY BANK SWEEP ACCOUNT

\$85.59
\$0.39
 \$85.98
 \$192.01
 \$855.45

FEBRUARY 2021
 2021 YEAR TO DATE
 2020 YEAR TO DATE

EMPLOYEE ACTIVITY ACCOUNT
 KEY BANK MONEY MARKET

\$1.21
 \$1.21
 \$2.55
 \$129.96

FEBRUARY 2021
 2021 YEAR TO DATE
 2020 YEAR TO DATE

RTA CAPITAL FUND
 KEY BANK SWEEP ACCOUNT

\$46.93
 \$46.93
 \$100.74
 \$23,427.66

FEBRUARY 2021
 2021 YEAR TO DATE
 2020 YEAR TO DATE

GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
 REPORT ON INVESTMENT EARNINGS (CASH BASIS)
 FEBRUARY 2021

RESERVE FUND
 STAROHIO
 KEY BANK SWEEP ACCOUNT

\$3,273.93
\$3.26
 \$3,277.19
 \$48,319.67
 \$90,750.53
 \$25,765.11
 \$125,374.41
 \$495,264.36

FEBRUARY 2021
 2021 YEAR TO DATE
 2020 YEAR TO DATE
 FEBRUARY 2021
 2021 YEAR TO DATE
 2020 YEAR TO DATE

TOTAL ALL FUNDS

2021 YEAR
 TO DATE
 \$125,374

FEBRUARY
 \$25,765

INTEREST RECEIVED (CASH BASIS)

ACCRUED INTEREST:

BEGINNING:

ENDING:

INTEREST INCOME EARNED:

AVERAGE INVESTMENT BALANCE (COST):

AVERAGE YIELD ON INVESTMENTS:

(\$12,446)
 \$26,564
 \$39,883

\$244,747,267

0.23%

0.21%

**COMPOSITION OF INVESTMENT PORTFOLIO
AS FEBRUARY 28, 2021**

Instrument	PRINCIPAL AMOUNT	FACE AMOUNT	PERCENT OF TOTAL	AVERAGE YIELD	AVERAGE MATURITY
Money Market Account	\$10,689,522	\$10,689,522	4.54%	0.02%	3
Key Bank Sweep Account	\$180,497	\$180,497	0.08%	0.75%	3
Star Ohio	\$197,976,354	\$197,976,354	84.12%	0.09%	3
Earnings Credit Rate Account	\$13,695,703	\$13,695,703	5.82%	0.75%	3
U.S. Government Securities	\$12,814,490	\$12,660,000	5.44%	1.54%	610
Total Investment Portfolio	<u>\$235,356,566</u>	<u>\$235,202,076</u>	<u>100.00%</u>	<u>0.21%</u>	<u>37</u>

Greater Cleveland Regional Transit Authority
 Banking and Financial Relationships
 As of February 28, 2021

Bank/Financial Institution	Nature of relationship
Key Bank	Main banking services
PNC Bank	Custodial Account and Credit card
Fifth Third	Escrow Account
Huntington Bank	Bond Retirement and Sales Tax Account Underwriter STAR Ohio-Investments
Bank of New York Mellon	Bond Registrar
BMO Harris Bank	Fuel Hedge

NOTE:

This information is being provided for applicable individuals to be in compliance with:

- Ohio Revised Code Sections 102.03(D) and (E)
- Ohio Ethics Commission Informal Opinion Number 2003-Inf-0224-1
- Ohio Ethics Commission Staff Advisory Opinion to Sheryl King Benford (DGM - Legal Affairs) dated May 6, 2020
- Ohio Ethics Commission Opinion Number 2011-08
- Ohio Ethics Commission Staff Advisory Opinion to R. Brent Minney dated March 27, 2012

Please refer to Chapter 656 of the Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority (Travel Policy), Administrative Procedure 024 and Board of Trustees Resolution No. 2020-80 for additional information.