

## Minutes

### RTA Nominating Committee

9:03 a.m. March 4, 2025

**Committee Members:** Love (Chair), Pacetti

**Other Board Members:** Koomar, Gallo, McPherson, Sleasman, Weiss, Welch

**Not present:** Elder, Lucas

**Staff/Other:** Biggar, Birdsong Terry, Caver, Dangelo, Feke, Fesler, Fields, Fleig, Fogliano, Freilich, Garofoli, Gautam, Harris, Hlavacs, Jones, Jupina, Kirkland, Maddox, Marotta, Martin, Miller, Miranda, Mothes, Polly, Reed, Schipper, Sutula, Tarka, Wright, Young

**Public:** Gibbons, Loh, Wilkins, Sustarsic, Ronaldson, Gibson

The meeting was called to order 9:01 a.m. There were two (2) committee members present.

#### Nominating Committee Report

Mr. Love stated a letter dated January 21, 2025, was emailed to the Board from the Nominating Committee announcing that nominations were open for the Office of President and the Office of Vice President. Letters of interest were due February 25, 2025. The Nominating Committee received three letters. One from Mayor Paul A. Koomar for President, one from Jeffrey Sleasman for President and one from Ms. Lauren R. Welch for Vice President. All candidates made a brief statement expressing their intent to serve.

It was moved by Mr. Love and second by Ms. Pacetti and approved by the committee to move the candidates to be considered at the Annual Meeting, March 18, 2025.

Motion by Pacetti and second by Love to adjourn the meeting.

The meeting was adjourned at 9:08 a.m.

  
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Rajan D. Gautam  
Secretary/Treasurer

/s/ Theresa A. Burrage  
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Theresa A. Burrage  
Executive Assistant

## Minutes

### RTA Organizational, Services and Performance Monitoring Committee Meeting

9:09 a.m., March 4, 2025

**Committee Members:** Pacetti (Chair), Welch (Vice Chair), Gallo, McPherson, Sleasman

**Staff/Other:** Biggar, Birdsong Terry, Caver, Dangelo, Feke, Fesler, Fields, Fleig, Fogliano, Freilich, Garofoli, Gautam, Harris, Hlavacs, Jones, Jupina, Kirkland, Maddox, Marotta, Martin, Miller, Miranda, Mothes, Polly, Reed, Schipper, Sutula, Tarka, Wright, Young

**Public:** Gibbons, Loh, Wilkins, Sustarsic, Ronaldson, Gibson

The meeting was called to order at 9:09 a.m. All five (5) committee members were present.

The presentation of a competitive procurement for towing and flat tire services for the Authority's fleet of vehicles for a period of five years is the only item on the agenda. Mr. Brian Gibson, Supply Chain Contract Administrator, presented for the project overview and Monica Maddox, Contract Administrator II, presented for the procurement overview.

#### *Project Overview*

The Authority has a recurring need for towing and flat tire repair and replacement services for its fleet of revenue and non-revenue vehicles. A new five-year contract is needed to replace the current contract. Approximately 600 vehicle towing and/or on-site flat tire services are required per year.

#### *Procurement Overview*

The Invitation for Bid ("IFB") for the Procurement of Motor Vehicle Towing and Flat Tire Replacement Services for a Period of Five Years was issued on January 5, 2025. The necessary legal notice was published in the Plain Dealer and Call & Post newspapers. The IFB was also published on the RTA web site.

The IFB was accessed and/or downloaded from the web site by nine (9) interested parties. Two (2) responsive bids were received and opened on February 7, 2025. The responsive bids were as follows:

Bidder	Base Three Year Total	Option Year One	Option Year Two	Contract Total
J Ross Express Inc.	\$596,805.00	\$198,935.00	\$198,935.00	\$994,675.00
Interstate Towing	\$1,178,895.00	\$392,965.00	\$398,315.00	\$1,970,175.00

The Basis of Award is the lowest responsive and responsible bid for the furnishing of vehicle towing and flat tire replacement services. J. Ross Express Inc. was determined to be the lowest responsive and responsible bidder.

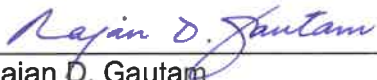
*Recommendation*

J. Ross Express, Inc., is located at 3160 E. 79<sup>th</sup> Street, Cleveland, Ohio 44104. The Office of Business Development assigned a 0% DBE goal to this procurement.

A resolution will request authorization to issue a contract for motor vehicle towing and flat tire replacement services for a three-year period at a cost not to exceed \$596,805.00 and in amounts not to exceed \$198,935.00 for each of two option years, for a total five-year contract not to exceed \$994,675.00.

It was moved by Ms. Welch, seconded by Ms. McPherson and approved to move to the full Board.

The meeting was adjourned at 9:17 a.m.

  
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Rajan D. Gautam  
Secretary/Treasurer

/s/ Theresa A. Burrage  
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Theresa A. Burrage  
Executive Assistant

## Minutes

### RTA Operational Planning & Infrastructure Committee

9:18 a.m. March 4, 2025

**Committee Members:** Sleasman (Chair), Welch (Vice Chair), Gallo, Love

**Not present:** Lucas

**Staff/Other:** Biggar, Birdsong Terry, Caver, Dangelo, Feke, Fesler, Fields, Fleig, Fogliano, Freilich, Garofoli, Gautam, Harris, Hlavacs, Jones, Jupina, Kirkland, Maddox, Marotta, Martin, Miller, Miranda, Mothes, Polly, Reed, Schipper, Sutula, Tarka, Wright, Young

**Public:** Gibbons, Loh, Wilkins, Sustarsic, Ronaldson, Gibson

The meeting was called to order at 9:18 a.m. Four (4) committee members were present.

The presentation of a competitive procurement for the reconstruction of the Warrensville Van Aken Station was the only item on the agenda. Matt Marotta, Resident Architect II and Jenn Martin, Contract Administrator II, Procurement gave the presentation.

#### *Project Overview*

The Greater Cleveland Regional Transit Authority (GCRTA) has the need to reconstruct the Warrensville Van Aken Station to ensure it aligns with Federal Transit Administration ("FTA") regulations, and to establish a safe and secure environment for the Authority's customers. The station underwent rehabilitation in 1982, received ADA modifications in 1998, and saw redevelopment efforts in 2013. However, the station has now reached the end of its useful life and requires updates to continue providing quality services.

#### *Procurement Overview*

The Invitation for Bid ("IFB") for Project 24W – Warrensville Van Aken Station Reconstruction was issued on December 13, 2024. The necessary legal notice was published in the Plain Dealer and Call & Post newspapers. The IFB was also published on the RTA web site.

The IFB was accessed and/or downloaded from the web site by twenty-one (21) interested parties. Five (5) bids were received and opened on January 17, 2025. Three (3) bids were deemed to be responsive, as follows:

Company Name	Total Base Bid
Mike Coates Construction Co., Inc.	\$6,702,676.00
Panzica Construction Co., LLC	\$6,781,000.00
Perk Company, Inc.	\$7,426,000.00

The basis of award is the lowest responsive bid from a responsible bidder for the total base bid. Mike Coates Construction Co., Inc. was determined to be a responsible bidder.

*Recommendation*

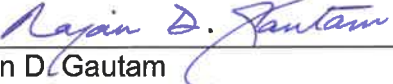
The Office of Business Development has set a 17% DBE participation goal for this project. Mike Coates Construction Co., Inc. will achieve this goal by using Irizar Electric LLC.

Mike Coates Construction Co., Inc. has successfully completed projects for the City of Westlake, Erie County, Western Reserve Transit Authority, City of Warren, and City of Canton, among others.

A resolution will request authorization to issue a contract to Mike Coates Construction Co., Inc. for the Warrensville Van Aken Station Reconstruction in an amount not to exceed \$6,702,676.00. This bid is 1.43% below the Engineer's Estimate of \$6,800,000.00.

It was moved by Ms. Welch, seconded by Mr. Sleasman and approved to move to the full Board.

The meeting was adjourned at 9:44 a.m.

  
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Rajan D. Gautam  
Secretary/Treasurer

/s/ Theresa A. Burrage  
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Theresa A. Burrage  
Executive Assistant

## Minutes

### RTA Audit, Safety Compliance & Real Estate Committee Meeting

9:45 a.m., March 4, 2025

**Committee Members:** Welch (Vice Chair), Elder, Pacetti, Sleasman

**Not present:** Weiss (Chair)

**Staff/Other:** Biggar, Birdsong Terry, Caver, Dangelo, Feke, Fesler, Fields, Fleig, Fogliano, Freilich, Garofoli, Gautam, Harris, Hlavacs, Jones, Jupina, Kirkland, Maddox, Marotta, Martin, Miller, Miranda, Mothes, Polly, Reed, Schipper, Sutula, Tarka, Wright, Young

**Public:** Gibbons, Loh, Wilkins, Sustarsic, Ronaldson, Gibson

The meeting was called to order by Welch (Vice Chair) at 9:45 am. Three (3) committee members were present having a quorum.

A presentation for the Port Connector Track Easement – a Permanent easement for the construction, use, operation and maintenance of a connector track, delivery switch and related facilities at the Port of Cleveland for the delivery of replacement rail cars. Jim Reed, Property Manager, gave the presentation.

This is a proposed permanent easement agreement with the Cleveland Cuyahoga County Port Authority for the construction, use, operation and maintenance of a connector, track delivery switch and related facilities at the Port of Cleveland for the delivery of the replacement railcars.

It is located at the Port of Cleveland, which is in an existing freight rail corridor. It is conveniently located adjacent to the GCRTA tracks. The easement is 40 feet wide and 450 feet in length.

#### Permanent Easement with Port of Cleveland Connector Track

- New railcars arrive by freight rail to the Port of Cleveland in Mid-2026
- Siemens transfers railcars from freight line to the Waterfront Line and moves via locomotive to GCRTA's Brookpark Yard.
- New railcars are to be commissioned at the Brookpark site off the Red Line near the Airport.

The terms, conditions and rights to be acquired by GCRTA will be memorialized in a permanent easement agreement which has been fully negotiated by staff and Port Authority. The terms include:

- Bib-exclusive – GCRTA has priority of use
- 40 Feet Wide / 0.3932 acre / 17,128 square feet
- No cost to GCRTA for easement rights
- Construction cost of connector \$900,000

*Recommendation*

Staff requests that the Audit, Safety Compliance & Real Estate Committee recommend approval of a Permanent Easement Agreement with the Cleveland-Cuyahoga County Port Authority for the construction, use, operation and maintenance of a connector track, delivery switch and related facilities at the Port of Cleveland for delivery of replacement railcars to the full Board of Trustees for approval.

It was moved by Mr. Sleasman, seconded by Ms. Elder and approved to move to the full Board.

The meeting was adjourned at 9:49 am

  
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Rajan D. Gautam  
Secretary/Treasurer

/s/ Theresa A. Burrage  
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Theresa A. Burrage  
Executive Assistant

## Minutes

### RTA Committee of the Whole Meeting

9:50 a.m., March 4, 2025

**Committee Members:** Koomar (Chair), Welch (Vice Chair), Elder, Gallo, Love, McPherson, Sleasman, Mayor David Weiss

Not present: Lucas, Pacetti (left early), Weiss

**Staff/Other:** Biggar, Birdsong Terry, Caver, Dangelo, Feke, Fesler, Fields, Fleig, Fogliano, Freilich, Garofoli, Gautam, Harris, Hlavacs, Jones, Jupina, Kirkland, Maddox, Marotta, Martin, Miller, Miranda, Mothes, Polly, Reed, Schipper, Sutula, Tarka, Wright, Young

**Public:** Gibbons, Loh, Wilkins, Sustarsic, Ronaldson, Gibson

The meeting was called to order at 9:44 a.m. Seven (7) committee members were present.

Mayor Koomar called for the Code Book Update, presented by Dawn Tarka, Associate Counsel II.

Ms. Tarka provided an overview of proposed updates to the Board's codified policies, which were originally adopted in 1989. These policies are subject to review and revision every three (3) years with assistance from the Legal Department to ensure alignment with current operations.

Ms. Tarka mentioned that a presentation was previously given by Josh Miranda outlining proposed changes related to fare policy. The proposed revisions include the following key provisions:

1. Fare Capping Provision
  - o Authorizes the General Manager to implement a fare capping policy.
  - o Ensures riders receive the lowest available fare in three categories: daily, rolling seven-day, and monthly.
  - o To participate in fare capping, customers must use the Authority's transit app with the "tap and ride" function or a smart card.
2. Open Payments Provision
  - o Allow customers to pay fares using a credit card or smartphone for added convenience.
  - o Open payment transactions will not be eligible for fare capping.

In conjunction with the implementation of fare capping, staff reviewed the fare structure and identified two fare categories proposed for elimination to streamline operations:

- Park and Ride Fare: \$0.25 surcharge, generating approximately \$1,000 per month in revenue.
- Out-of-County Fare: \$1.00 surcharge per ride, generating approximately \$300 per month in revenue.

These changes are intended to support a more efficient and equitable fare policy. Ms. Tarka requests the Committee of the Whole recommend the proposed policy revisions, including the fare capping and open payments provisions, and the elimination of the identified fare categories, to the Board for approval.

It was moved by Mayor Koomar, seconded by Mr. Sleasman and approved to move to the full Board.



Mayor Koomar publicly thanked Theresa for her many years of dedicated service to the Board. He recognized her as the Board's liaison, executive assistant, calendar coordinator, and keeper of resolutions—emphasizing her role as the backbone of Board operations. In appreciation, the Board presented Theresa with cupcakes and balloons, and a group photo was taken as a keepsake. Theresa expressed her gratitude for the kind words and well wishes as she prepares to begin her next chapter.

Mayor Koomar also provided a summary of the recent Board Retreat held the previous week. The retreat offered an opportunity to revisit the 10-year strategic plan and ensure all members—particularly new ones—are aligned with the plan's goals. The session also included in-depth discussions on key projects, emphasizing the importance of moving forward ethically, in accordance with legal standards and Robert's Rules, to maintain momentum and progress.

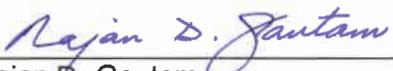
#### Executive Session Requested

Mayor Koomar asked for a motion and second to consider the appointment, employment, dismissal, discipline, promotion, demotion, compensation of a public employee or official. It was moved by Mayor Koomar and seconded by Ms. Welch. The motion was approved to enter Executive Session at 10:11 with seven (7) ayes and none opposed.

It was moved by Mayor Koomar, seconded by Ms. Welch to exit the Executive Session at 10:30 a.m. The motion was approved with seven (7) ayes and none opposed.

There being no further business to bring before this Committee, a motion to adjourn the meeting was moved by Ms. Welch and seconded by Mayor Koomar.

The meeting was adjourned at 10:30 a.m.

  
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Rajan D. Gautam  
Secretary/Treasurer

/s/ Theresa A. Burrage  
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Theresa A. Burrage  
Executive Assistant