



Greater Cleveland
Regional Transit Authority

1240 West 6th Street
Cleveland, Ohio 44113-1302
Phone: 216-566-5100
riderta.com

MEETING NOTICE

Notice is hereby given that the following meeting of the Board of Trustees of the Greater Cleveland Regional Transit Authority will take place at Tuesday, December 20, 2022 in the Board Room of the Authority, 1240 West Sixth Street, Cleveland, OH 44113 for consideration of the listed items and such other items that may properly come before the Board and be acted upon. This meeting will be live streamed on RTA's Board Page www.RideRTA.com/board via the meeting date for staff and members of the public. Members of the public may attend in person.

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

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the CDC's January 29, 2021 order requiring masks on public transportation conveyances and at transportation hubs is no longer in effect.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

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

9:00 A.M. Board of Trustees Meeting – agenda attached

A handwritten signature in black ink that reads "India L. Birdsong Terry, Acting".

India L. Birdsong Terry
General Manager, Chief Executive Officer

IBT:tab
Attachment



REVISED AGENDA

RTA Board of Trustees Meeting

Tuesday, December 20, 2022

9:00 a.m.

1. Call to order
2. Roll Call
3. Certification regarding notice of meeting
4. Approval of the November 15, 2022 Board Meeting minutes
5. Public comments (**2 minutes**) on **agenda items**:
 - a. In person
 - b. Phone: 440-276-4600
 - c. Web form (comments will be forwarded to Board and staff)
6. Board Governance Committee report
7. Operational Planning & Infrastructure Committee report
 - Chair: Ms. Lauren R. Welch
8. Organizational, Services & Performance Monitoring Committee report
 - Chair: Mayor Anthony D. Biasiotta
9. Audit, Safety Compliance and Real Estate Committee report
 - Chair: Mayor Paul A. Koomar
10. External and Stakeholder Relations and Advocacy Committee report
 - Chair: Mr. Terence P. Joyce
11. Community Advisory Committee (CAC)
 - Board Liaison: TBD
12. Ad Hoc Committee reports:
 - Ad Hoc Paratransit Committee – President Charles P. Lucas, Chair
 - Ad Hoc Technology Committee – Ms. Luz Pellot, Chair
13. Introduction of new employees and announcement of promotions
14. Executive Session Requested
 - a. To consider the appointment, employment, dismissal, discipline, promotion, demotion, compensation of a public employee or official; and
 - b. To enable the Board to conference with GCRTA attorneys for information-gathering, fact-finding, and to receive legal advice.

15. Introduction of resolutions:

- A. 2022-107 – Authorizing Contract No. 2022-083 with ETC Institute to provide On-Board Origin-Destination Passenger Surveys in an amount not to exceed \$931,560.86 (RTA Development Fund, Programming and Planning Department budget)
- B. 2022-108 – Authorizing Contract No. 2022-84 with Occupational Health Centers of Ohio, P.A., CO. dba Concentra Medical Centers for Off-Site Medical Services and Specimen Collection in an amount not to exceed \$979,110.00 for three years with two, one-year options in an amount not to exceed \$326,370.00 for each option year, for a total contract amount not to exceed \$1,631,850.00 (General Fund, Labor and Employee Relations Department budget)
- C. 2022-109 – Authorizing Contract No. 2022-110 with Richard L. Bowen & Associates, Inc. for Project 19.35 – Design Service for Central Rail Service Building Mezzanine in an amount not to exceed \$129,154.58 (RTA Development Fund, Engineering & Project Development Department budget)
- D. 2022-110 – Authorizing Contract No. 2022-132 with Transpro Consulting to provide Performance Management Services in an amount not to exceed \$183,072.00 for a one-year period, and in an amount not to exceed \$186,764.00 for one, one-year option, for a total contract amount not to exceed \$369,836.00 (General Fund, Executive Department budget)
- E. 2022-111 – Authorizing Contract No. 2022-133 with Statewide Ford Lincoln for the purchase and delivery of two (2) 2023 Ford Police Interceptor Utility Vehicles for a total price not to exceed \$125,204.00 (RTA Capital Fund, Fleet Management Department budget)
- F. 2022-112 – Approving the Greater Cleveland Regional Transit Authority's Fiscal Year 2023 Salary Structure for Non-bargaining Employees
- G. 2022-113 – Making appropriations for the current expenses and other expenditures for the Greater Cleveland Regional Transit Authority during Fiscal Year ("FY") 2023
- H. 2022-114 – Amending budget appropriations for the fiscal year ("FY") 2023 Capital Improvement Budget to provide for an increase of \$6,700,000
- I. 2022-115 – Authorizing the purchase of property insurance from Liberty Mutual and Evanston Insurance Company through Aon Risk Services Northeast, Inc. for a period of twelve (12) months, for a total contract amount not to exceed \$1,399,339.00 (General Fund, Risk Management Department budget)
- J. 2022-116 – Amending Chapter 630 Infectious Disease Policy and removing Section 648.05 Infectious Disease from the Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority

- K. 2022-117– Approval of the Authority’s 2023 Public Transportation Agency Safety Plan (“PTASP”)
 - L. 2022-118 – Authorizing a Memorandum of Understanding with the Group Plan Commission and the City of Cleveland for proposed Public Square improvements in an amount not to exceed \$500,000.00
 - M. 2022-119 – Supporting the filing of a grant application with the Federal Transit Administration through the Infrastructure Investment and Jobs Act for the replacement of rail vehicles
16. Secretary-Treasurer’s Report:
- a. General Fund Revenue – status as of November 30, 2022 versus 2021 actuals
 - b. General Fund Revenue – status as of November 30, 2022 versus the 2022 budget
 - c. Sales & Use Tax Receipts Report budgeted during 2022, actual receipts through December 2022
 - d. Inventory of Treasury Investments as of November 30, 2022
 - e. Debt Service Schedule and Status of Bond Retirement Fund (cash basis) as of November 30, 2022
 - f. Summary of Investment Performance, Year to Date through November 30, 2022
 - g. Report on Investment Earnings (cash basis) as of November, 2022
 - h. Composition of Investment Portfolio as of November 30, 2022
 - i. Banking and Financial Relationships as of November 30, 2022
17. General Manager’s Report
18. President’s Report
19. Old Business
20. New Business
21. Public comments (**2 minutes**) on **public transit related items**:
- a. In person
 - b. Phone: 440-276-4600
 - c. Web form (comments will be forwarded to Board and staff)
22. The next regular Board meeting is scheduled for **Tuesday, January 31, 2023** 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 Board page (www.RideRTA.com/board) by clicking the meeting date. The public is welcome to attend in person.
23. Adjournment

Minutes

RTA Board of Trustees Meeting

10:53 a.m. November 15, 2022

Board Members: Lucas (Chair), Biasiotta, Joyce, Koomar, Pellot, Weiss, Welch

Not present: McCall, Moss

Staff: Biggar, Birdsong Terry, Bowles, Burney, Caver, Crawshaw, Dangelo, Davidson, Dietrich, Fields, Fleig, Freilich, Garlock, Garofoli, Gautam, Ghanem, Hudson, Jones, Keshtkaran, Kirkland, Miller, Mothes, O'Donnell, Schipper, Scott, Sutula, Talley, Walker-Minor, Woodford, Zimmerman

Public: Cobhan, Fowler, Gibbons, Loh, Pinkney-Butts, Sampson, Tarter

The meeting was called to order at 10:53 a.m. There were seven (7) board members present.

It was 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

President Lucas stated that the minutes from the October 25, 2022 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

1. Rev. Pamela Pinkney-Butts – She believes only white males are making decisions for the RTA. She doesn't see black people making decisions. She has issues with agenda Items A, B, C, D, and F. AT&T has hidden fees. She asks that we ensure they are not overcharging the Authority. She asked what a Call Out Policy is in the Code Book. She asked who the COC members are.
2. No Name Mentioned - He is having issues with the operators leaving customers and speeding. He is disabled.
3. Chistina Gamble – She is a paratransit rider. Her ride picks her up late and gets her to work late. She has called in several times to complain.
4. Mary Cobham – (webform) I am curious as a representative of a small business engineering firm here in the Cleveland area about the RTA's allowance and efforts towards incorporating SBEs, MBEs, and businesses under the DBE category in RFPs and procurement with the Greater Cleveland RTA. We have had issues in the past being able to provide our services to the RTA in order to aid in Transportation and Utility related projects in the Greater Cleveland area.

Committee Reports

There were no reports.

Community Advisory Committee (CAC)

There was no report from the CAC.

Ad Hoc Committee Reports

The Ad Hoc Tech Committee meets Thursday, December 8 at 5 p.m.

Introduction of New Employees/Promotions

New Hires:

1. Felicia Howard – Paratransit Operator
2. Oina Friedman – Janitor
3. Jheryl Jones – Laborer
4. Evelyn Lee – Bus Operator
5. Lareka Lee – Bud Operator
6. Jose Rosado – Equipment Servicer
7. Peter Comings – Communications Specialist
8. Damon Hawkins – Office Manager
9. Ida Ford – Talent Acquisition Manager

Promotions:

1. Dinnissa Blackman – Transit Ambassador
2. Avery Rogers – Service Quality Supervisor
3. Latha Dwarakanath – Manager, Applications
4. Michael So – Manager of General Accounting
5. Paul Mague – Maintenance Technician
6. Keith Ganther – Sr. Counsel, Litigation

Mr. Ganther was promoted to Oct. 30. He has been with RTA since 2006. He graduated from Cleveland Marshall College of Law in 1982. He has 39 years of legal experience in the public and private sector at several law firms. He served as Assistant Ohio Attorney General. He will be responsible for supervising, managing, and coordinating legal representation of the Authority in personal injury, employment, workers compensation and contract.

Ms. Dwarakanath was acting in her role. She is a long-term employee who oversees key software. Mr. So has been with RTA for 7-8 years. Their promotions come at times where there is a lot of activity with new technology and the auditors.

Introduction of Resolutions:

- A. 2022-98 – Authorizing a change order to exercise an option under Contract No. 2020-071 with Gillig, LLC for the purchase and delivery of up to 20, 40-ft. low floor CNG coaches, as specified, at a unit price of \$652,031.56, for an amount not to exceed \$13,040,631.20 (RTA Development Fund, Fleet Management Department budget), the adoption of which was moved by Mayor Biasiotta, seconded by Ms. Pellet and approved by unanimous vote.
- B. 2022-99 – Authorizing Contract No. 2022-111 with Independence Excavating, Inc. for Project 27Y(A) – Cuyahoga Viaduct Phase 1A Bulkhead Repair, as specified and as required, in an amount not to exceed \$869,500.00 (RTA Development Fund,

Engineering & Project Development Department budget), the adoption of which was moved by Mayor Biasiotta, seconded by Mayor Weiss and approved by unanimous vote.

- C. 2022-100 – Authorizing Contract No. 2022-068 with Workwear Outfitters, LLC for the furnishing of Operator and Supervisor Uniform Services for a period of three years, in an amount not to exceed \$1,500,000.00, with two, one-year options in an amount not to exceed \$500,000.00 per year, for a total contract amount not to exceed \$2,500,000.00 for a period of five years (General Fund, various department budgets), the adoption of which was moved by Mayor Biasiotta, seconded by Ms. Welch and approved by unanimous vote.
- D. 2022-101 – Authorizing a ratification and time extension to Contract No. 2014-054 with AT&T Corporation for Telecommunications Services, in an amount not to exceed \$352,627.00, for a total contract amount not to exceed \$2,695,157.00 (General Fund, Innovation & Technology Department budget), the adoption of which was moved by Mayor Weiss, seconded by Ms. Welch and approved by unanimous vote.
- E. 2022-102 – To amend the fiscal year 2022 revenues and appropriations, as adopted in Resolution Nos. 2021-112, 2022-068, and 2022-083, to provide for an increase in the appropriation in the Insurance Fund in the amount of \$500,000, the adoption of which was moved by Mayor Weiss, seconded by Mayor Koomar and approved by unanimous vote.
- F. 2022-103 – Authorizing the Greater Cleveland Regional Transit Authority to enter into a purchase and sale agreement with XAPC, Co. for the purchase of 15583 Brookpark Road, Brook Park, Ohio, Cuyahoga County Permanent Parcel Number 343-11-004, for the sum of \$1,500,000.00, the adoption of which was moved by Mayor Biasiotta, seconded by Ms. Pellot and approved by unanimous vote.
- G. 2022-104 – Removing Sections 644.01 Work Week and Hours, 644.02 Compensation, 644.03 Payroll Checks, 644.04 Payroll Deductions, 644.05 Overtime and 644.06 Call-out Policy for exempt employees from the Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority as duplicative of Personnel Policies 400.01, 400.02, 400.03, 400.04, 400.05 and 400.06, respectively, and amending those Personnel Policies, the adoption of which was moved by Mayor Biasiotta, seconded by Ms. Pellot and approved by unanimous vote.
- H. 2022-105 – Amending Section 222.05(e) of the Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority to increase the compensation for members of the Civilian Oversight Committee from \$1,200 to \$1,800 per year (Board of Trustees Department budget), the adoption of which was moved by Ms. Welch, seconded by Ms. Pellot and approved by unanimous vote.
- I. 2022-106 – Adopting the Operating Procedures of the Civilian Oversight Committee, the adoption of which was moved by Ms. Welch, seconded by Ms. Pellot and approved by unanimous vote.

President Lucas thanked the staff and Ms. Welch for their hard work on the COC committee.

Secretary-Treasurer's Report

Rajan Gautam, Deputy General Manager of Finance and Secretary-Treasurer, gave the report. Inflation is one of the most important economic indicators identifying the change in the price level for goods and services. The annual inflation rate in the U.S. has increased from 2.5% in January 2022 before COVID, to 8.2% in September 2022. The purchasing power of the U.S. dollar has weakened in recent years. The purchasing power is the extent to which a person or company has available funds to make purchases. Typically, inflation is defined as too many dollars chasing too few goods. This however is the flip side of the equation where most of the inflationary pressure they are seeing is a result of the supply side. Supply chain constraints and rising gas prices were the key drivers of the inflation. As companies continue to right size their inventory levels and transportation bottlenecks ease, global logistics are showing signs of recovery. The height of the inflation occurred in June at 9.1%. That metric has decreased to 8.2%. Continued signs of recovery seem to be evident as mentioned by Ms. Sutula in the budget presentation where the estimates for inflation for 2023 are significantly below the current levels.

The U.S. labor market remains resilient. The unemployment rate for the U.S. for September was 3.5% which was down from 3.7% in August. Ohio's unemployment remained steady at 4%. The County unemployment rate is not seasonally adjusted, which causes the increase in the unemployment rate as reported. The county's estimated rate was 4.9% in September down from 5% in August. In reviewing the five largest metropolitan statistical areas in Ohio. Over the past three years, the height of the labor force was February 2020. After the Pandemic, we are now back to pre-COVID unemployment levels. For September, unemployment MSA rates for Cleveland were 5.1% down from 5.2% in August. Cincinnati is steady at 3.5%. Columbus is 3.5% up from 3.4%. Dayton has remained steady at 3.9%. Toledo is up from 4% to 4.1%.

October ridership was up 16.6% compared to October 2021. YTD ridership is 18.4% above 2021. Passenger Fares is directly related to the increase in ridership. We received a payment from CMSD for the 2022-2023 school year that is reflected in the uptick in passenger fares for October. They make a lump sum payment for the entire year. The net result through October is a 226.9% increase. YTD it is 39.3% above 2021 levels. Sales Tax has remained strong. Typically, sales tax comes in around the 15-20th of the month, so these are not November numbers. October receipts, which have a three-month lag, was 4.7% higher compared to last year, 2.7% higher than budget and YTD it is 6.6% higher than 2021. The sales tax base is made of 23 categories. Seventeen of the twenty-three categories were positive. Motor vehicles and watercraft continues to show signs of weakness at 0.2% lower compared to the prior month. Online sales were 17%. Regular and statewide sales were 4.1% higher.

General Manager/CEO Report

India L. Birdsong Terry, General Manager, CEO gave the report. On November 2, RTA attended the City of Cleveland Transportation & Mobility Committee to give the "State of Transportation". They presented on several topics including the new mission and vision, strategic plan, rail car replacement, capital projects, TOD, workforce and hiring and technology advancements and customer impact. Two bus wrap ads are on display showing our partnership with the Cleveland Public Library and City of Cleveland with the Cleveland Reads Program and our partnership with the Cuyahoga County Department of Health and Ohio Equity Institute for Baby on Board.

On October 20, RTA hosted a Meet & Greet with Conference of Minority Transportation Officials (COMTO) National Board Chair Tonya Adams. The local COMTO chapter is looking to bolster our output to industry leaders in the minority communities. Ms. Adams met with several local business and city leaders in the Cleveland area. In December, she will have several Town Hall visits around

the Authority to provide a state of RTA and answer questions. On November 2, senior leadership and several Board members attended the Cuyahoga County Mayors & City Managers Association 13th Annual Award Ceremony & Fundraiser. Current County Executive Armond Budish and Senator Matt Dolan received the George V. Voinovich Municipal Service Award. She extended a thank you to all veterans for their service on Veteran's Day and all year around.

New Business

- The Board was presented the proposed 2023 Board and Committee Meeting schedule for their review. The schedule was approved.

Public Comments – public transit related items

1. Rev. Pamela M. Pinkney Butts – Operators told her they need an a.m. and p.m. board.
2. Loh – She requested the TRACTION surveys reflect the rider's point of view and not just the administrations point of view. She asked that the NOBLE survey be considered. The training for new operators needs to be improved with the new buses.
3. Christina Gamble - She called back to express her concerns with paratransit picking her up late and making her late for work. She didn't realize there was a two-minute limit for public comments.
4. Robert Winn - He asked for clarification on the Net Promotor score for on-time performance in the TRACTION survey. He asked for the difference between on-time actual and on-time perception. He asked how does it affect the on-time metric if a bus doesn't come due to shortages or breakdowns, and a connection is missed.

Upcoming Meetings

The next regular Board meeting is scheduled for **Tuesday, December 20, 2022**, 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 Board page (www.RideRTA.com/board) by selecting the meeting date. The public is welcome to attend in person.

The meeting was adjourned at 11:41 a.m.

President

Attest: _____
Secretary-Treasurer



TITLE/DESCRIPTION: CONTRACT: ON-BOARD ORIGIN-DESTINATION PASSENGER SURVEYS VENDOR: ETC INSTITUTE AMOUNT: NTE \$931,560.86	Resolution No.: 2022-107
	Date: December 15, 2022
	Initiator: Programming and Planning 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 Greater Cleveland Regional Transit Authority ("Authority") to enter into a contract for on-board origin-destination passenger surveys.

- 2.0 **DESCRIPTION/JUSTIFICATION:** The Authority is seeking the services of a professional consultant to complete an on-board transit survey that encompasses all fixed route bus, heavy rail, and light rail transit services. The survey effort will include an on-to-off survey and an on-board survey utilizing a tablet-based personal interview approach. Statistically valid data on the origins and destinations, demographics, trip purpose, and other related information is a vital component to evaluate existing services and plan for future transit. The survey will collect data that will assist in scheduling, operations, and planning of fixed route bus and rail transit services. The data collected will be used to provide specifics on ridership, trips, and customer use of the system services. This data will also be used to improve regional transit forecasts via updates to the Northeast Ohio Areawide Coordinating Agency ("NOACA") travel demand model's mode choice component.

- 3.0 **PROCUREMENT BACKGROUND:** The Request for Proposals ("RFP") was posted on the Authority's Procurement website and advertised in local newspapers. Seven (7) interested parties downloaded the solicitation and one (1) proposal was received on September 30, 2022. After evaluation by a panel of Authority employees in accordance with established Procurement Department policies and procedures, the proposal of ETC Institute to provide on-board origin-destination passenger surveys was determined to be the most advantageous to the Authority, price and all other factors considered. After negotiations, a total contract amount not to exceed \$931,560.86 was agreed upon. This total is approximately 16% below the Engineer's Estimate of \$1,100,000.00.

 A cost analysis has been performed, and the Procurement Department has determined the price to be fair and reasonable to the Authority.

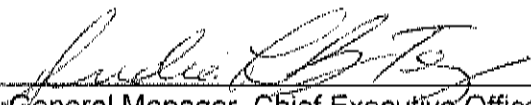
- 4.0 **AFFIRMATIVE ACTION/DBE BACKGROUND:** All Affirmative Action requirements have been met. An 18% DBE goal was established for this procurement. ETC Institute has committed to achieving the DBE participation goal through the utilization of ANIK (Subcontinent Asian female-owned) in the amount of \$96,075.00 and Stat Team (Caucasian female-owned) in the amount of \$96,075.00 for a total of \$192,150.00 or 18%.

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

- 6.0 **ECONOMIC IMPACT:** This procurement shall be payable through the RTA Development Fund, Programming and Planning Department budget, including, but not limited to, Capital Grant OH-2021-050-307, for a total contract amount not to exceed \$931,560.86 (\$745,248.69 in federal funds which represents 80% of the total cost).

- 7.0 ALTERNATIVES: Reject this offer. Rejection of this offer would delay RTA receiving the statistically valid data necessary to evaluate existing services, plan for future transit, and comply with Federal Transit Administration requirements.
- 8.0 RECOMMENDATION: This procurement was discussed by the Board of Trustees at the December 6, 2022 Operational Planning and Infrastructure Committee meeting. It is recommended that the offer of ETC Institute 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. 2022-107

AUTHORIZING CONTRACT NO. 2022-083 WITH ETC INSTITUTE TO PROVIDE ON-BOARD ORIGIN-DESTINATION PASSENGER SURVEYS IN AN AMOUNT NOT TO EXCEED \$931,560.86 (RTA DEVELOPMENT FUND, PROGRAMMING AND PLANNING DEPARTMENT BUDGET)

WHEREAS, the Greater Cleveland Regional Transit Authority ("Authority") is seeking the services of a professional consultant to complete an on-board transit survey that encompasses all fixed route bus, heavy rail, and light rail transit services; and

WHEREAS, such services are available from ETC Institute, located at 725 West Frontier Lane, Olathe, Kansas, to provide on-board origin-destination passenger surveys; and

WHEREAS, ETC Institute offered to provide on-board origin-destination passenger surveys in an amount not to exceed \$931,560.86; and

WHEREAS, the General Manager, Chief Executive Officer deems the offer of ETC Institute, as negotiated, 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 ETC Institute to provide on-board origin-destination passenger surveys 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 ETC Institute to provide on-board origin-destination passenger surveys.

Section 3. That said contract will be funded through the RTA Development Fund, Programming and Planning Department budget, including, but not limited to, Capital Grant OH-2021-050-307, for a total contract amount not to exceed \$931,560.86 (\$745,248.69 in federal funds which represents 80% of the total cost).

Section 4. That said contract shall be binding upon and an obligation of the Authority contingent upon compliance by the contractor to the Specifications and Addenda, 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 ETC Institute will attempt to exceed the 18% DBE goal assigned to this procurement.

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

Adopted: December 20, 2022

President

Attest: _____
Secretary-Treasurer

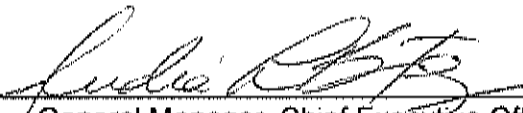


<p>TITLE/DESCRIPTION:</p> <p>CONTRACT: OFF-SITE MEDICAL SERVICES</p> <p>VENDOR: OCCUPATIONAL HEALTH CENTERS OF OHIO, P.A., CO. DBA CONCENTRA MEDICAL CENTERS</p> <p>AMOUNT: AMOUNT NTE \$979,110.00 FOR THREE YEARS WITH TWO, ONE-YEAR OPTIONS IN AN AMOUNT NTE \$326,370.00 PER YEAR FOR TOTAL CONTRACT AMOUNT NTE \$1,631,850.00</p>	<p>Resolution No.: 2022-108</p> <p>Date: December 15, 2022</p> <p>Initiator: Labor and Employee Relations Department</p>
<p>ACTION REQUEST:</p> <p><input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____</p>	

- 1.0 **PURPOSE/SCOPE:** This action will allow the Greater Cleveland Regional Transit Authority ("Authority") to enter into a contract for off-site medical services and specimen collection, as required, for a period of three years with two, one-year options.
- 2.0 **DESCRIPTION/JUSTIFICATION:** This action will allow the Authority to determine the physical and medical fitness of all applicants and employees to safely perform their job duties. In addition, this action will allow the Authority to continue to screen applicants and employees, as required, and to meet Department of Transportation and Federal Transit Administration regulations for drug and alcohol specimen collection.
- 3.0 **PROCUREMENT BACKGROUND:** The Request for Proposals ("RFP") was posted on the GCRTA Procurement web site and advertised in the local newspapers. Eleven interested parties downloaded the solicitation, and two proposals were received. After evaluation by a panel of Authority employees in accordance with established Procurement Department policies and procedures and, after negotiations, the proposal of Occupational Health Centers of Ohio, P.A., Co. dba Concentra Medical Centers, was selected as the most advantageous to the Authority. The not to exceed price of \$979,110.00 for three years and the amount of \$326,370.00 for each of the two option years is based on the anticipated usage of these services at the predetermined, negotiated rates. Occupational Health Centers of Ohio, P.A., Co. dba Concentra Medical Centers has successfully conducted these services for the Authority since 2018.
- 4.0 **AFFIRMATIVE ACTION/DBE BACKGROUND:** All Affirmative Action requirements have been met. A 20% DBE goal was established for this procurement. Occupational Health Centers of Ohio PA has committed to achieving the DBE participation goal through the utilization of The AKA Team (African American female-owned) in the amount of \$89,037.00 for a total of \$89,037.00 or 31%.
- 5.0 **POLICY IMPACT:** Does not apply.
- 6.0 **ECONOMIC IMPACT:** The contract will be funded through the General Fund, Labor and Employee Relations budget, in an amount not to exceed \$979,110.00 for three years and in an amount not to exceed \$326,370.00 for each option year, for a total contract amount not to exceed \$1,631,850.00. This is within the budgeted amount for these services.

- 7.0 ALTERNATIVES: Reject this offer. Rejection of this offer will place the Authority at risk of being non-compliant with federal regulations, as set forth by the Department of Transportation and Federal Transit Administration.
- 8.0 RECOMMENDATION: This procurement was discussed by the Board of Trustees at the December 6, 2022 Organizational Services and Performance Monitoring Committee meeting. It is recommended that the offer from Occupational Health Centers of Ohio, P.A., Co. dba Concentra Medical Centers be accepted and the resolution passed authorizing the General Manager, Chief Executive Office 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. 2022-108

AUTHORIZING CONTRACT NO. 2022-84 WITH OCCUPATIONAL HEALTH CENTERS OF OHIO, P.A., CO. DBA CONCENTRA MEDICAL CENTERS FOR OFF-SITE MEDICAL SERVICES AND SPECIMEN COLLECTION IN AN AMOUNT NOT TO EXCEED \$979,110.00 FOR THREE YEARS WITH TWO, ONE-YEAR OPTIONS IN AN AMOUNT NOT TO EXCEED \$326,370.00 FOR EACH OPTION YEAR, FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$1,631,850.00 (GENERAL FUND, LABOR AND EMPLOYEE RELATIONS DEPARTMENT BUDGET)

WHEREAS, the Greater Cleveland Regional Transit Authority ("Authority") is required to conduct medical examinations and drug and alcohol specimen testing to determine the medical fitness of applicants and employees in order to meet Department of Transportation and Federal Transit Administration regulations and GCRTA policies; and

WHEREAS, the proposal of Occupational Health Centers of Ohio, P.A., Co. dba Concentra Medical Centers, located at 5500 S. Marginal Road, Cleveland, Ohio, to provide off-site medical services and specimen collection in an amount not to exceed \$979,110.00 for three years, with two, one-year options in an amount not to exceed \$326,370.00 for each option year, for a total contract amount not to exceed \$1,631,850.00 was received on August 31, 2022; and

WHEREAS, the Authority's General Manager, Chief Executive Officer deems the offer of Occupational Health Centers of Ohio, P.A., Co. dba Concentra Medical Centers, as negotiated, 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 Occupational Health Centers of Ohio, P.A., Co. dba Concentra Medical Centers, negotiated, to provide medical services and specimen collection for a period of three years with two, one-year options, 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 Occupational Health Centers of Ohio, P.A., Co. dba Concentra Medical Centers to provide off-site medical services and specimen collection for a period of three years with two, one-year options. with authority to exercise both option years.

Section 3. That said contract shall be payable from the General Fund, Labor and Employee Relations Department budget, in an amount not to exceed \$979,110.00 for three years with two, one-year options in an amount not to exceed \$326,370.00 for each option year, for a total contract amount not to exceed \$1,631,850.00.

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

Section 5. That the Greater Cleveland Regional Transit Authority's Board of Trustees expects that Occupational Health Centers of Ohio, P.A., Co. dba Concentra Medical Centers will attempt to exceed the 20% minimum DBE goal assigned to this procurement.

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

Adopted: December 20, 2022

President

Attest:

Secretary-Treasurer

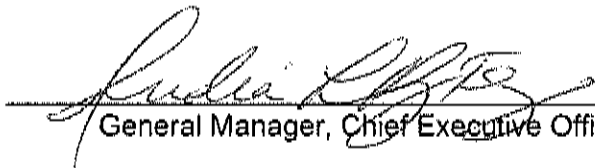


TITLE/DESCRIPTION: CONTRACT: PROJECT 19.35 – DESIGN SERVICE FOR CENTRAL RAIL SERVICE BUILDING MEZZANINE VENDOR: RICHARD L. BOWEN & ASSOCIATES, INC. AMOUNT: NTE \$129,154.58	Resolution No.: 2022-109
	Date: December 15, 2022
	Initiator: Engineering and Project Development Department
ACTION REQUEST: <input 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 design services for the Central Rail Service Building mezzanine.
- 2.0 **DESCRIPTION/JUSTIFICATION:** This project will provide professional services from a qualified engineering consultant (EC) firm to design the mezzanine expansion located within the Central Rail Service Building. The construction will require the EC to design the structural, architectural, mechanical, and electrical systems that will result in the proposed layout while meeting all applicable codes and standards. The mezzanine expansion will provide needed office space for Central Rail employees.
- 3.0 **PROCUREMENT BACKGROUND:** The Request for Proposals ("RFP") was posted on the GCRTA Procurement web site and advertised in the local newspapers. Nineteen interested parties, including potential subcontractors, downloaded the solicitation package. These services were solicited through a competitive negotiated procurement, utilizing the Brooks Act procedures. Under this process, the Authority's evaluation panel first selects the most technically qualified firm, solicits a pricing proposal from that firm, and negotiates price only with that firm. Should the Authority determine that an agreement could not be reached with the most qualified firm, it may reject that proposal and repeat the process with the next most qualified firm. In this instance, negotiations were held with Richard L. Bowen & Associates, Inc., the first ranked firm, and an acceptable price was reached. A negotiated total contract amount not to exceed \$129,154.58 is 17.84% above the Engineer's Estimate of contract amount of \$109,600.00.
- Richard L. Bowen & Associates, Inc. has successfully completed projects for the GCRTA, Portage Area Regional Transit Authority, Norfolk Southern, Stark Area Regional Transit Authority, and Laketran, among others.
- The Procurement Department performed a cost analysis and determined the proposed pricing to be fair and reasonable to the Authority.
- 4.0 **AFFIRMATIVE ACTION/DBE BACKGROUND:** All Affirmative Action requirements have been met. A 19% DBE goal was established for this procurement. Richard L. Bowen & Associates has committed to achieving the DBE goal through the utilization of Advanced Engineering Consultants (Asian Pacific female-owned) in the amount of \$45,275.00 for a total DBE participation of \$45,275.00 or 35%.
- 5.0 **POLICY IMPACT:** Does not apply.

- 6.0 **ECONOMIC IMPACT:** This contract shall be payable from the RTA Development Fund, Engineering & Project Development Department budget, including but not limited to 100% local funds and FTA Grants to be determined, in an amount not to exceed \$129,154.58.
- 7.0 **ALTERNATIVES:** Reject this offer. Rejection of this offer would leave the Authority without the technical expertise of a professional engineering design firm to supplement the resources of the Authority's Engineering and Project Management Division.
- 8.0 **RECOMMENDATION:** This procurement was discussed by the Board of Trustees at the December 6, 2022 Operational Planning and Infrastructure Committee meeting. It is recommended that the offer from Richard L. Bowen & Associates, 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. 2022-109

AUTHORIZING CONTRACT NO. 2022-110 WITH RICHARD L. BOWEN & ASSOCIATES, INC. FOR PROJECT 19.35 – DESIGN SERVICE FOR CENTRAL RAIL SERVICE BUILDING MEZZANINE IN AN AMOUNT NOT TO EXCEED \$129,154.58 (RTA DEVELOPMENT FUND, ENGINEERING & PROJECT DEVELOPMENT DEPARTMENT BUDGET)

WHEREAS, the Authority requires professional services from a qualified engineering consultant (EC) firm to design the mezzanine expansion located within the Central Rail Service Building; and

WHEREAS, the construction will require the EC to design the structural, architectural, mechanical, and electrical systems that will result in the proposed layout while meeting all applicable codes and standards; and

WHEREAS, the proposal of Richard L. Bowen & Associates, Inc., with an office located at 2019 Center St. Suite 500, Cleveland, OH 44113, to perform said services was received on October 19, 2022 in response to a competitive solicitation; and

WHEREAS, after negotiations, Richard L. Bowen & Associates, Inc. has agreed to perform the required services in an amount not to exceed \$129,154.58; and

WHEREAS, the General Manager, Chief Executive Officer deems the offer of Richard L. Bowen & Associates, Inc. to be the most advantageous to 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 negotiated offer of Richard L. Bowen & Associates, Inc. to provide engineering design and technical construction support services under Project 19.35 – Design Service for Central Rail Service Building Mezzanine, 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 Richard L. Bowen & Associates, Inc. for the performance of said services.

Section 3. That said contract shall be payable from the RTA Development Fund, Engineering & Project Development Department budget, including but not limited to 100% local funds and FTA Grants to be determined, in an amount not to exceed \$129,154.58.

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 Richard L. Bowen & Associates, Inc. will attempt to exceed the 19% minimum DBE goal assigned to this procurement.

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

Adopted: December 20, 2022

President

Attest: _____
Secretary-Treasurer



TITLE/DESCRIPTION: CONTRACT: PERFORMANCE MANAGEMENT SERVICES VENDOR: TRANSPRO CONSULTING AMOUNT: AMOUNT NTE \$183,072.00 FOR A ONE YEAR PERIOD, AND AN AMOUNT NTE \$186,764.00 FOR ONE, ONE-YEAR OPTION, FOR A TOTAL CONTRACT AMOUNT NTE \$369,836.00	Resolution No.: 2022-110
	Date: December 15, 2022
	Initiator: Executive 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 permit the Authority to enter into a sole source contract for performance management services for a period of one year, with one, one-year option for renewal.

- 2.0 **DESCRIPTION/JUSTIFICATION:** Since the Authority established organizational success outcomes and performance scorecards in 2020, 2021 and 2022, those results must be managed to create a culture of continuous improvement. As a result, the Authority needs to retain a qualified firm to provide quarterly initiative development and performance management implementation. This includes, but is not limited to, the continued creation of divisional scorecards and reporting templates, initiative development and implementation, integration of data metrics, and oversight of the integration of success outcomes, metrics, and departmental goals into the annual performance evaluation plans for the Authority's staff.

- 3.0 **PROCUREMENT BACKGROUND:** On December 31, 2019, TransPro Consulting was awarded a contract to provide strategic engagement services to the Authority. Through engagement with the Executive Management Team and the Board of Trustees, TransPro Consulting guided the revision of the Authority's mission and vision. During this extensive process, TransPro Consulting and the Executive Management Team defined and aligned success outcomes that would serve as the Authority's framework for measuring success. Once these clear outcomes were established, the Authority engaged TransPro Consulting to assist in the development of division-level scorecards for continuous performance measurement.

With the divisional targets established, which supported the Authority's success outcomes and mission and vision, it was necessary to establish performance management and monitoring of those targets/outcomes. On July 27, 2021, the Board of Trustees, via Resolution No. 2021-073, awarded a contract to TransPro Consulting to provide performance management services. This contract functioned as a foundation for organizational efforts and staff performance goals by redefining key performance indicators, customer satisfaction outputs, communication strategies, and overall agency administration oversight.

TransPro Consulting has been instrumental in establishing the Authority's organizational and divisional goals. Their expertise in developing these plans for transit agencies and for the Authority, and creating opportunities for successful outcomes, makes them uniquely qualified to continue the implementation of the Authority's performance management plans. This includes, but is not limited to, the continued creation of divisional scorecards and reporting templates, initiative development and implementation, integration of data metrics, and oversight of the integration of success outcomes, metrics, and departmental goals into the annual performance evaluation plans for the Authority's staff. Due to these reasons, this project is deemed a sole source procurement and is exempt from competitive bidding as authorized under 306.43H(6) of the Ohio Revised Code.

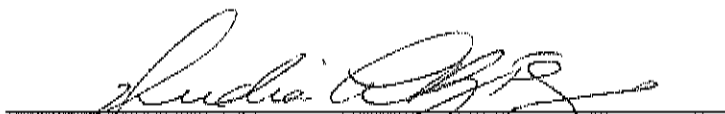
Section 306.43 (H)(6) of the Ohio Revised Code states that a sole source procurement is authorized when a "purchase substantially involves services of a personal, professional, highly technical, or scientific nature, including but not limited to the services of an attorney, physician surveyor, appraiser, investigator, court reported, adjuster, 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".

TransPro Consulting is uniquely qualified to continue the support and growth of the Authority's performance initiatives. They have established a national model of transportation metrics and peer benchmarking that can be leveraged to compare the Authority's performance on a national scale. TransPro Consulting's technical assistance, professional guidance, and extensive transportation knowledge and experience is necessary for continuous performance management.

The Procurement Department requested a proposal from TransPro Consulting on November 18, 2022. A proposal was received from TransPro Consulting on November 28, 2022. The proposal was reviewed by representatives from Executive and Procurement, and after negotiations, deemed advantageous, 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 shall be payable through the General Fund, Executive Department Budget, in an amount not to exceed \$183,072.00 for a one-year period, and in an amount not to exceed \$186,764.00 for one, one-year option, for a total contract amount not to exceed \$369,836.00.
- 7.0 ALTERNATIVES: Reject this offer. Rejection of this offer could hinder the Authority's ability to manage and measure success outcomes and performance scorecards.
- 8.0 RECOMMENDATION: This procurement was discussed by the Board of Trustees at the December 6, 2022 Organizational, Services & Performance Monitoring Committee meeting. It is recommended that the offer of TransPro Consulting 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. 2022-110

AUTHORIZING CONTRACT NO. 2022-132 WITH TRANSPRO CONSULTING TO PROVIDE PERFORMANCE MANAGEMENT SERVICES IN AN AMOUNT NOT TO EXCEED \$183,072.00 FOR A ONE-YEAR PERIOD, AND IN AN AMOUNT NOT TO EXCEED \$186,764.00 FOR ONE, ONE-YEAR OPTION, FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$369,836.00 (GENERAL FUND, EXECUTIVE DEPARTMENT BUDGET)

WHEREAS, the Authority has the need for a qualified firm to provide performance management services and implementation; and

WHEREAS, since TransPro Consulting guided the Authority's organizational success outcomes and performance scorecards in 2020, 2021 and 2022, those results must be managed to create a culture of continuous improvement; and

WHEREAS, this specialized engagement is needed to build a continuum of work from the mission and vision, and for familiarity and continuity with executive leadership, staff, and overall business; and

WHEREAS, TransPro Consulting's expertise in developing these performance management plans for transit agencies and for the Authority, and creating opportunities for successful outcomes, makes them uniquely qualified to continue this performance management effort; and

WHEREAS, the Ohio Revised Code, Section 306.43(H)(6) provides that competitive bidding is not required when a "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, 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, Transpro Consulting, located at 11935 Pasco Trails Boulevard, Spring Hill, Florida, has offered to provide these performance management services in an amount not to exceed \$183,072.00 for a one-year period, and in an amount not to exceed \$186,764.00 for one, one-year option, for a total contract amount not to exceed \$369,836.00; and

WHEREAS, the General Manager, Chief Executive Officer deems the offer of TransPro Consulting, as negotiated, to provide performance management services 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 TransPro Consulting, as negotiated, to provide performance management services 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 TransPro Consulting to provide performance management services for a period of one year, with the authority to exercise one, one-year option.

Section 3. This procurement shall be payable through the General Fund, Executive Department Budget, in an amount not to exceed \$183,072.00 for a one-year period, and in an amount not to exceed \$186,764.00 for one, one-year option, for a total contract amount not to exceed \$369,836.00.

Section 4. That said contract shall be binding upon and an obligation of the Authority contingent upon funding for future years, 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 TransPro Consulting 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: December 20, 2022

President

Attest: _____

Secretary-Treasurer

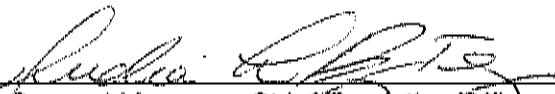


TITLE/DESCRIPTION: CONTRACT: PURCHASE OF TWO (2) 2023 FORD POLICE INTERCEPTOR UTILITY VEHICLES VENDOR: STATEWIDE FORD LINCOLN AMOUNT: NOT TO EXCEED \$125,204.00	Resolution No.: 2022-111
	Date: December 15, 2022
	Initiator: Fleet Management Department
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 **PURPOSE/SCOPE:** This resolution will authorize the Authority to enter into a contract for the delivery of two (2) 2023 Ford Police Interceptor Utility vehicles.
- 2.0 **DESCRIPTION/JUSTIFICATION:** The Authority requires the replacement of vehicles that have exceeded their life expectancy and have been costly to maintain. The two (2) Ford Interceptor Utility vehicles will replace Transit Police vehicles that are out of service and not economical to repair to a safe and service ready state. Each new vehicle will come with the SoundOff Signal BluePrint control system installed and programmed prior to delivery.
- 3.0 **PROCUREMENT BACKGROUND:** This procurement is authorized under Section 306.43(H)(2) of the Ohio Revised Code, which states that competitive procedures are not required when the purchase consists of good or services, or any combination thereof, and after reasonable inquiry, only one source of supply is reasonably available. Due to the pandemic and other workforce and supply chain issues affecting the current marketplace, the ability to purchase vehicles, including police vehicles, has been severely impacted. This includes vehicles that were previously available to purchase from the State of Ohio Cooperative Purchasing Program. After much research, Statewide Ford Lincoln has offered to provide these two vehicles to the Authority. They will provide two (2) 2023 Ford Police Interceptor Utility vehicles at a negotiated unit price of \$62,602.00, resulting in a total amount not to exceed \$125,204.00.
- 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 contract shall be payable from the RTA Capital Fund, Fleet Management Department budget, including but not limited to 100% local funds, in an amount not to exceed \$125,204.00 for the two (2) vehicles.
- 7.0 **ALTERNATIVES:** Reject this offer. Rejection of this offer would delay the ability of the Authority to purchase replacement police vehicles, prolonging the Authority's need to maintain equipment that has exceeded life expectancy.
- 8.0 **RECOMMENDATION:** It is recommended that the offer of Statewide Ford Lincoln 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. 2022-111

AUTHORIZING CONTRACT NO. 2022-133 WITH STATEWIDE FORD LINCOLN FOR THE PURCHASE AND DELIVERY OF TWO (2) 2023 FORD POLICE INTERCEPTOR UTILITY VEHICLES FOR A TOTAL PRICE NOT TO EXCEED \$125,204.00 (RTA CAPITAL FUND, FLEET MANAGEMENT DEPARTMENT BUDGET)

WHEREAS, the Greater Cleveland Regional Transit Authority ("Authority") has identified the need to purchase new Transit Police vehicles to replace police vehicles that have exceeded their useful life; and

WHEREAS, due to the recent pandemic and other factors including supply chain shortages and workforce shortages in the marketplace, the availability of new vehicles has been limited, causing a delay in the Authority being able to provide reliable and safe vehicles to its Transit Police officers; and

WHEREAS, Section 306.43(H)(2) of the Ohio Revised Code provides that competitive bidding is not required when the purchase consists of goods or services, or any combination thereof, and after reasonable inquiry only one source of supply is reasonably available; and

WHEREAS, Statewide Ford Lincoln, with an office located at 1108 W. Main Street, Van Wert, OH 45891, has offered to deliver two (2) 2023 Ford Police Interceptor Utility vehicles at a unit price of \$62,602.00, for a total negotiated contract amount not to exceed \$125,204.00; and

WHEREAS, the General Manager, Chief Executive Officer deems the offer of Statewide Ford Lincoln, as negotiated, to provide two (2) new Transit Police vehicles 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 Statewide Ford Lincoln to provide two (2) 2023 Ford Police Interceptor Utility vehicles 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 Statewide Ford Lincoln to provide two (2) Ford Police Interceptor Utility vehicles to the Authority.

Section 3. This contract shall be payable from the RTA Capital Fund, Fleet Management Department budget, including but not limited to 100% local funds, in an amount not to exceed \$125,204.00 for the two (2) vehicles.

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 contractual obligations of the Authority.

Section 5. That the Greater Cleveland Regional Transit Authority's Board of Trustees expects that Statewide Ford Lincoln 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: December 20, 2022

President

Attest: _____
Secretary-Treasurer



TITLE/DESCRIPTION: APPROVING THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY'S FY2023 NON-BARGAINING SALARY STRUCTURE	Resolution No.: 2022-112
	Date: December 19, 2022
	Initiator: Human Resources 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 implement a proposed salary structure for non-bargaining employees. This proposed FY2023 GCRTA Non-Bargaining Salary Structure is a deliverable from the Authority's comprehensive compensation study performed by Segal, Inc.

2.0 DESCRIPTION/JUSTIFICATION: On December 21, 2021, the Board of Trustees approved Resolution No. 2021-106 to contract with Segal, Inc. to conduct a comprehensive compensation study for the Authority's non-bargaining employees. Approximately 331 of Authority's 2,200 employees are categorized as non-bargaining in various management, professional, technical and administrative positions. Positions are graded on a point-factor system that was originally designed and implemented in 1995. This system has not been reviewed since its inception, leading to an outdated compensation structure and lack of attention to special market challenges, such as technical or other high demand positions.

In April 2022, Segal, Inc. initiated the compensation study project with employee communication sessions to provide an overview of the compensation study goals, objectives, and timeline. Segal's methodology and steps taken to complete the classification and salary structure included:

- Project Initiation (Communication sessions with employees and stakeholders on goals, objectives, and timeline for the compensation study).
- Classification Analysis (Job Description Questionnaire completion by employees and supervisors and follow-up conversations with supervisors to confirm essential functions and requirements, Job Analysis, Job Evaluation, development of Classification Structure).
- Market Assessment: Salary survey of public and private sector markets. Validation of markets and determining benchmark job, collection and analysis of total compensation data, and preparation/delivery of survey findings.
- Recommendations Development: Developed a salary structure, assigned jobs to the structure, validated, and confirmed grade assignments, and will assist with the implementation of the new salary structure by training applicable Authority staff.
- Results/Deliverable: Provided draft and final reports and overall findings to the Authority's executive leadership team, and Compensation Committee and Committee of the Whole of the Board of Trustees.

The 2023 GCRTA Non-Bargaining Salary Structure is a deliverable of the comprehensive compensation study.

3.0 PROCUREMENT BACKGROUND: Does not apply.

- 4.0 DBE/AFFIRMATIVE ACTION BACKGROUND: Does not apply.
- 5.0 POLICY IMPACT: Does not apply
- 6.0 ECONOMIC IMPACT: The FY2023 GCRTA Non-Bargaining Salary Structure, if approved, becomes effective January 1, 2023. A deliverable of the compensation study, the proposed non-bargaining salary structure may result in salary increases for some employees to meet the new minimum salary of their salary grade and/or to account for time in their current position in relation to their new salary grade. The effective date for such increases will be January 1, 2023, which aligns with the effective date of the proposed FY2023 GCRTA Non-Bargaining Salary Structure.
- 7.0 ALTERNATIVES: Rejection of the proposed FY2023 GCRTA Non-Bargaining Salary Structure would prevent or delay the Authority from updating its compensation and salary administration for non-bargaining employees.
- 8.0 RECOMMENDATION: The proposed FY2023 GCRTA Non-Bargaining Salary Structure was discussed during executive sessions by the Board's Compensation Committee on November 10, 2022, and Committee of the Whole on December 6, 2022. It is recommended that the Board approve the proposed FY2023 GCRTA Non-Bargaining Salary Structure.
- 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. 2022-112

APPROVING THE GREATER CLEVELAND REGIONAL TRANSIT
AUTHORITY'S FISCAL YEAR 2023 SALARY STRUCTURE FOR NON-
BARGAINING EMPLOYEES

WHEREAS, under Article IV, Section 2 of the Bylaws, the Board of Trustees of the Greater Cleveland Regional Transit Authority ("Authority") is responsible for establishing a salary structure for non-bargaining employees for the upcoming fiscal year as part of operating this public transportation system; and

WHEREAS, on December 21, 2021, the Board of Trustees ("Board") approved Resolution No. 2021-106 authorizing a contract with Segal, Inc., to conduct a comprehensive compensation study of the Authority's non-bargaining salary structure; and

WHEREAS, approximately 331 of the Authority's 2,200 employees are categorized as non-bargaining in various management, professional, technical, and administrative positions; and

WHEREAS, those non-bargaining positions are graded on a point-factor system that was originally designed and implemented in 1995; and

WHEREAS, in April 2022, Segal, Inc. initiated the compensation study project with employee communication sessions to provide employees with an overview of the compensation study goals, objectives, and timeline; and

WHEREAS, Segal, Inc. discussed the status of its work, analyses, overall findings and proposed paygrade structure for non-bargaining employees with the Authority's executive leadership team during executive sessions by the Board's Compensation Committee on November 10, 2022, and Committee of the Whole on December 6, 2022; and

WHEREAS, to meet the Authority's budgetary objectives and requirements and, as a deliverable of the compensation study, a salary structure for non-bargaining employees was developed for the fiscal year beginning January 1, 2023 and ending December 31, 2023.

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

Section 1. That the Authority's proposed FY2023 Non-Bargaining Salary Structure be approved for the period of January 1, 2023, through December 31, 2023 ("Fiscal Year 2023"), as indicated below.

Section 2. That this resolution shall become effective immediately.

Attachment 1 – GCRTA FY2023 Non-Bargaining Salary Structure

Adopted: December 20, 2022

President

Attest: _____
Secretary-Treasurer

2023 Non-bargaining Salary Structure

Grade

	Min	Mid	Max
116	\$131,701.39	\$164,626.74	\$204,137.16
115	\$118,864.07	\$148,580.09	\$184,239.31
114	\$107,472.04	\$134,340.05	\$166,581.66
113	\$97,347.86	\$121,684.82	\$150,889.18
112	\$88,337.44	\$110,421.80	\$136,923.03
111	\$80,306.76	\$100,383.46	\$124,475.48
110	\$73,139.13	\$91,423.91	\$113,365.65
109	\$66,732.78	\$83,415.98	\$103,435.81
108	\$60,998.89	\$76,248.61	\$94,548.27
107	\$55,859.79	\$69,824.73	\$86,582.67
106	\$51,247.51	\$64,059.39	\$79,433.64
105	\$47,102.49	\$58,878.11	\$73,008.86
104	\$43,372.46	\$54,215.57	\$67,227.31
103	\$40,011.49	\$50,014.37	\$62,017.82
102	\$36,979.20	\$46,224.00	\$57,317.76
101	\$34,240.00	\$42,800.00	\$53,072.00



TITLE/DESCRIPTION: APPROVING THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY'S FISCAL YEAR ("FY") 2023 BUDGET	Resolution No.: 2022-113
	Date: December 15, 2022
	Initiator: Office of Management & Budget
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 an Appropriations Budget for Fiscal Year ("FY") 2023 for the operation of the transit system, including required fund transfers for Capital Improvements, Bond Retirement, Pension Fund, the Reserve Fund, and to maintain the Insurance Fund minimum balance, as well as for a Capital Budget covering locally funded and grant-funded projects and for the Bond Retirement, Insurance, Supplemental Pension, Reserve, and Law Enforcement Funds.

2.0 DESCRIPTION/JUSTIFICATION: FY 2023 Budget begins January 1, 2023 and ends December 31, 2023.

The process for developing the Operating Budget for FY 2023 began in July 2022 with the FY 2023 Tax Budget. It also involved extensive staff analysis and preparation as well as a meeting of the Board's Operational Planning & Infrastructure Committee on November 15, 2022. A second presentation was held on December 6, 2022. One public hearing was held on November 15, 2022 and a second public hearing was held on December 6, 2022 to discuss the FY 2023 Budget. The budgets and fund transfers proposed for adoption herein represent the GCRTA's spending plans for the transit system in 2023.

3.0 PROCUREMENT BACKGROUND: Does not apply.

4.0 DBE/AFFIRMATIVE ACTION BACKGROUND: Does not apply.

5.0 POLICY IMPACT: The FY 2023 appropriation for General Fund expenditures totals \$324,262,926. It includes \$213,715,112 for personnel services, providing salaries, overtime, payroll taxes, and fringe benefit resources needed to fund 2,396.5 FTE positions. The personnel services cost includes the Management and Non-Bargaining Salary Structure that the Board will be asked to approve, through Resolution No. 2022-112, at the December 20, 2022 meeting. The 2023 Capital Improvement Budget provides for the upkeep of GCRTA's existing infrastructure, facilities, and equipment, and also provides for the implementation of projects included in the Long-Range plan.

6.0 ECONOMIC IMPACT: The proposed FY 2023 General Fund appropriations budget and fund transfers provides for spending \$324,262,926 on estimated revenues of \$299,869,505. With a beginning balance of \$49,012,139, the year-end balance of \$24,618,717 will provide the operating reserve.

7.0 ALTERNATIVES: Modify the proposed FY 2023 General Fund budget by adding or subtracting expenditures or revenues for specific activities, positions or programs.

8.0 RECOMMENDATION: The proposed FY 2023 Budget has been reviewed by the Operational Planning & Infrastructure Committee and is recommended for adoption. It is recommended that the Board approve the proposed FY 2023 Budget, Fund transfers, and budgets for Bond Retirement, Insurance, Supplemental Pension, Reserve, and Law Enforcement Funds as proposed herein.

9.0 ATTACHMENTS:

- A: General Fund Balance Analysis
- B: Financial Policy Goals
- C: Budgeted Positions by Division
- D: Capital Improvement Fund Balance Analysis
- E: Bond Retirement Fund Balance Analysis
- F: Insurance Fund Balance Analysis
- G: Supplemental Pension Fund
- H: Law Enforcement Fund Balance Analysis
- I: Reserve Fund Balance Analysis
- J: All Funds Balance Analysis

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



General Manager, Chief Executive Officer

ATTACHMENT A

General Fund Balance Analysis

	2021 Actual	2022 Projection	2023 Budget	2024 Plan	2025 Plan
Beginning Balance					
Revenue	\$ 132,581,757	\$ 62,360,626	\$ 49,012,139	\$ 24,618,717	\$ 23,524,395
Passenger Fares	21,541,061	24,198,721	24,683,669	25,178,427	25,683,004
Advertising & Concessions	1,228,020	2,591,381	2,547,051	2,547,051	2,547,051
Sales & Use Tax	239,341,747	254,392,739	259,038,785	264,219,560	269,503,950
CRRSAA Federal Funding	67,416,466	-	-	-	-
ARP Federal Funding	54,815,088	81,293,422	-	-	-
Investment Income	97,478	683,569	600,000	600,000	600,000
Other Revenue	854,246	849,473	1,500,000	1,500,000	1,500,000
Reimbursed Expenditures	14,804,933	5,000,000	5,000,000	5,000,000	5,000,000
Transfer from Reserve Fund (Revenue Stabilization)	-	-	6,500,000	30,000,000	34,000,000
Total Revenue	400,099,039	369,009,305	299,869,505	329,045,038	338,834,005
Total Resources	532,680,796	431,369,931	348,881,644	353,663,755	362,358,400
Operating Expenditures					
Salaries and Overtime	140,088,330	149,455,943	157,017,221	161,091,738	171,491,194
Payroll Taxes and Fringes	57,491,909	55,407,055	56,697,891	60,200,742	60,747,498
Fuel (Diesel, CNG, Prop. Pwr., Gas)	8,101,694	8,973,927	10,758,400	10,807,945	10,783,340
Utilities	4,700,271	4,369,968	4,181,320	4,217,484	4,218,408
Inventory	12,773,812	10,185,586	12,500,000	12,600,000	12,700,000
Services and Material & Supplies	18,818,101	20,747,424	24,637,747	24,767,717	25,221,683
Purchase Transportation	9,335,470	8,149,048	9,150,000	9,235,850	9,322,214
Other Expenditures	6,018,115	5,464,470	7,447,466	6,917,313	6,928,222
Total Operating Expenditures	257,327,702	262,753,421	282,390,045	289,838,789	301,412,559
Transfers to (from) Other Funds					
Transfer to (from) the Insurance Fund	2,100,000	2,500,000	2,500,000	3,000,000	3,000,000
Transfer to (from) the Pension Fund	45,000	-	-	-	-
Transfers to Reserve Fund	95,878,615	60,878,615	10,878,615	10,878,615	10,878,615
Transfers from the Reserve Fund	-	-	-	-	(5,500,000)
Transfers to (from) Capital	13,835,408	11,500,000	6,627,398	9,346,959	9,184,042
Bond Retirement Fund	57,734,586	-	-	-	-
Bond Defeasance	43,398,859	44,725,757	21,866,868	17,074,997	17,766,354
Capital Improvement Fund	114,968,853	56,225,757	28,494,266	26,421,956	26,950,396
Total Transfers to (from) Capital	212,992,468	119,604,372	41,872,881	40,300,571	35,329,011
Total Transfers to (from) Other Funds	470,320,170	382,357,793	324,262,926	330,139,360	336,741,570
Total Expenditures	\$ 62,360,626	\$ 49,012,139	\$ 24,618,717	\$ 23,524,395	\$ 25,616,830
Available Ending Balance					

ATTACHMENT B

2023 Budget

Financial Policy Goals

	Goal	2021 Actual	2022 Projection	2023 Budget	2024 Plan	2025 Plan
Operating Efficiency	Operating Ratio	8.9%	10.5%	9.9%	9.8%	9.6%
	Cost per Service Hour	\$154.3	\$157.6	\$169.4	\$173.9	\$180.8
	Growth per Year	0.0%	2.1%	7.5%	2.6%	4.0%
	Operating Reserve (Months)	2.9	2.2	1.0	1.0	1.0
Capital Efficiency	Debt Service Coverage	3.13	10.22	4.45	4.62	4.24
	Sales Tax Contribution to Capital	48.0%	22.1%	11.0%	10.0%	10.0%
	Capital Maintenance to Expansion	100.0%	100.0%	100.0%	100.0%	100.0%

Attachment C
FY 2023 Budgeted Positions by Division

	2022 Budget	2023 Budget	Variance
Operations			
31 Paratransit	197.8	197.8	-
32 Rail	255.0	255.0	-
33 Asset & Configuration Management	11.0	11.0	-
34 Transit Police	153.0	158.0	5.0
35 Service Management	89.8	92.8	3.0
36 Rail Power & Way	123.0	123.0	-
38 Service Quality Management	65.0	67.0	2.0
39 Fleet Management	171.0	171.0	-
46 Hayden District	571.0	571.0	-
49 Triskett District	438.0	437.0	(1.0)
58 Intelligent Transportation Systems	10.0	10.0	-
	2,084.5	2,093.5	9.0
Finance & Administration			
10 Office of Business Development	4.0	4.0	-
60 Accounting	28.0	30.0	2.0
62 Support Services	8.0	8.0	-
64 Procurement	16.0	16.0	-
65 Revenue	18.0	18.0	-
67 Office of Management & Budget	8.0	8.0	-
	82.0	84.0	2.0
Engineering & Project Management			
55 Project Support	5.0	5.0	-
57 Programming & Planning	5.0	5.0	-
80 Engineering & Project Development	20.0	20.0	-
	30.0	30.0	-
Legal Affairs			
15 Safety	8.0	8.0	-
21 Legal	27.0	26.0	(1.0)
22 Risk Management	8.0	8.0	-
	43.0	42.0	(1.0)
Human Resources			
14 Human Resources	14.0	14.0	-
18 Labor & Employee Relations	15.0	15.0	-
30 Training & Employee Development	32.0	32.0	-
	61.0	61.0	-
Executive			
12 Executive	3.0	3.0	-
16 Board of Trustees	18.0	19.0	1.0
19 Internal Audit	8.0	8.0	-
	29.0	30.0	1.0
Administration & External Affairs			
53 Administration & External Affairs	22.0	22.0	-
Innovation & Technology			
61 Innovation & Technology	30.0	34.0	4.0
Total	2,381.5	2,396.5	15.0

ATTACHMENT D
Capital Improvement Fund Balance Analysis

	2021 Actual	2022 Projection	2023 Budget	2024 Plan	2025 Plan
Beginning Balance	\$ 32,437,292	\$ 148,525,235	\$ 176,326,452	\$ 176,104,158	\$ 173,447,385
Revenue					
Transfer from General Fund	43,388,859	44,725,757	21,866,868	17,074,997	17,766,354
Transfer from Reserve Fund	49,000,000	10,000,000	10,000,000	10,000,000	10,000,000
Investment Income	118,933	265,000	265,000	265,000	765,000
Federal Capital Grants	87,419,866	133,449,281	64,062,635	65,652,635	65,652,635
CARES Act / CRRSAA Assistance	67,416,467	-	-	-	-
ARP Assistance	-	81,293,422	-	-	-
State Capital Grants	-	9,336,598	19,336,598	19,336,598	19,336,598
Other Revenue	6,587,238	-	24,225,000	35,891,286	34,500,000
Total Revenue	253,941,363	279,070,058	139,756,101	148,220,516	148,020,587
Total Resources	286,378,655	427,595,293	316,082,552	324,324,674	321,467,972
Expenditures					
Capital Outlay	70,436,953	169,975,419	139,978,394	150,877,289	149,028,209
Capital Outlay - CARES Act / CRRSAA	67,416,467	-	-	-	-
ARP Assistance	-	81,293,422	-	-	-
Other Expenditures	-	-	-	-	-
Total Expenditures	137,853,420	251,268,841	139,978,394	150,877,289	149,028,209
Available Ending Balance	\$ 148,525,235	\$ 176,326,452	\$ 176,104,158	\$ 173,447,385	\$ 172,439,763

ATTACHMENT E
Bond Retirement Fund Balance Analysis

	2021 Actual	2022 Projection	2023 Budget	2024 Plan	2025 Plan
Beginning Balance	\$ 5,946,363	\$ 4,114,410	\$ 3,874,210	\$ 1,163,158	\$ 1,132,167
Revenue					
Transfer from General Fund	13,835,408	11,500,000	6,627,398	9,346,959	9,184,042
Transfer from General Fund - Defeasance	57,734,586	-	-	-	-
Transfer from RTA Development Fund	-	-	-	-	-
Investment Income	41,268	135,000	135,000	100,000	100,000
Bond Premium Proceeds	-	-	-	-	-
Other Revenue	25,271	-	-	-	-
Total Revenue	71,636,533	11,635,000	6,762,398	9,446,959	9,284,042
Total Resources	77,582,896	15,749,410	10,636,608	10,610,117	10,416,209
Expenditures					
Debt Service					
Principal	68,187,986	9,535,000	7,610,000	7,995,000	8,355,000
Interest	5,279,000	2,338,700	1,861,950	1,481,450	1,115,500
Other Expenditures	1,500	1,500	1,500	1,500	1,500
Total Expenditures	73,468,486	11,875,200	9,473,450	9,477,950	9,472,000
Ending Balance	\$ 4,114,410	\$ 3,874,210	\$ 1,163,158	\$ 1,132,167	\$ 944,209

ATTACHMENT F

Insurance Fund Balance Analysis

	2021 Actual	2022 Projection	2023 Budget	2024 Plan	2025 Plan
Beginning Balance	\$ 5,827,753	\$ 6,161,198	\$ 5,703,198	\$ 5,189,198	\$ 5,124,198
Revenue					
Investment Income	15,760	35,000	35,000	35,000	35,000
Transfer from General Fund	2,100,000	2,500,000	2,500,000	3,000,000	3,000,000
Other Revenue	-	-	-	-	-
Total Revenue	2,115,760	2,535,000	2,535,000	3,035,000	3,035,000
Total Resources	7,943,553	8,696,198	8,238,198	8,224,198	8,159,198
Expenditures					
Claims and Premium Outlay	1,782,355	2,993,000	3,049,000	3,100,000	3,100,000
Other Expenditures	-	-	-	-	-
Total Expenditures	1,782,355	2,993,000	3,049,000	3,100,000	3,100,000
Ending Balance	\$ 6,161,198	\$ 5,703,198	\$ 5,189,198	\$ 5,124,198	\$ 5,059,198

ATTACHMENT G

Supplemental Pension Fund Balance Analysis

	2021 Actual	2022 Projection	2023 Budget	2024 Plan	2025 Plan
Beginning Balance	\$ 1,288,956	\$ 1,326,577	\$ 1,318,677	\$ 1,310,777	\$ 1,302,877
Revenue					
Investment Income	1,012	1,100	1,100	1,100	1,100
Transfer from General Fund	45,000	-	-	-	-
Total Revenue	46,012	1,100	1,100	1,100	1,100
Total Resources	1,334,968	1,327,677	1,319,777	1,311,877	1,303,977
Expenditures					
Benefit Payments	8,391	9,000	9,000	9,000	9,000
Other Expenditures	-	-	-	-	-
Total Expenditures	8,391	9,000	9,000	9,000	9,000
Ending Balance	\$ 1,326,577	\$ 1,318,677	\$ 1,310,777	\$ 1,302,877	\$ 1,294,977

ATTACHMENT H

Law Enforcement Fund Balance Analysis

	2021 Actual	2022 Projection	2023 Budget	2024 Plan	2025 Plan
Beginning Balance					
Revenue	\$ 57,550	\$ 156,171	\$ 151,221	\$ 136,271	\$ 136,321
Law Enforcement Revenue	103,257	20,000	5,000	20,000	5,000
Law Enforcement Training Revenue	-	-	-	-	-
Investment Income	41	50	50	50	50
Other Revenue	-	-	-	-	-
Total Revenue	103,298	20,050	5,050	20,050	5,050
Total Resources	160,848	176,221	156,271	156,321	141,371
Expenditures					
Capital & Related Items	4,677	25,000	20,000	20,000	15,000
Training	-	-	-	-	-
Total Expenditures	4,677	25,000	20,000	20,000	15,000
Ending Balance	\$ 156,171	\$ 151,221	\$ 136,271	\$ 136,321	\$ 126,371

ATTACHMENT I
Reserve Fund Balance Analysis

	2021 Actual	2022 Projection	2023 Budget	2024 Plan	2025 Plan
Beginning Balance	\$ 51,601,958	\$ 98,598,588	\$ 150,102,203	\$ 144,980,818	\$ 116,259,433
Revenue					
Investment Income	118,015	625,000	500,000	400,000	200,000
Transfer from GF for Compensated Absences	-	-	-	-	-
Transfer from GF for Fuel	-	-	-	-	-
Transfer from GF for Hospitalization	-	-	-	-	-
Transfer from GF for Rolling Stock Reserve	10,000,000	10,000,000	10,000,000	10,000,000	10,000,000
Transfer from GF for 27th Pay	878,615	878,615	878,615	878,615	878,615
Transfer from GF for Revenue Stabilization	85,000,000	50,000,000	-	-	-
Other Revenue	-	-	-	-	-
Total Revenue	95,996,630	61,503,615	11,378,615	11,278,615	11,078,615
Total Resources	147,598,588	160,102,203	161,480,818	156,259,433	127,338,048
Expenditures					
Transfer to General Fund (Compensated Absences)	-	-	-	-	-
Transfer to General Fund (Fuel)	-	-	-	-	-
Transfer to General Fund (Hospitalization)	-	-	-	-	-
Transfer to RTA Development Fund (Rolling Stock)	49,000,000	10,000,000	10,000,000	10,000,000	10,000,000
Transfer to General Fund (27th Pay - 2024)	-	-	-	-	5,500,000
Transfer to General Fund (Revenue Stabilization)	-	-	6,500,000	30,000,000	34,000,000
Total Expenditures	49,000,000	10,000,000	16,500,000	40,000,000	49,500,000
Ending Balance	\$ 98,598,588	\$ 150,102,203	\$ 144,980,818	\$ 116,259,433	\$ 77,838,048
Rolling Balances					
Compensated Absences	\$ 3,711,501	\$ 3,727,020	\$ 3,739,918	\$ 3,752,829	\$ 3,762,497
Fuel	2,619,150	2,630,101	2,639,203	2,648,315	2,655,137
Hospitalization	2,681,378	2,692,590	2,701,908	2,711,236	2,718,221
Rolling Stock	673,590	676,406	678,747	681,091	682,845
27th Pay: Salary: 2020 / Hourly 2025	3,811,108	4,709,332	5,607,285	6,508,292	1,891,768
Revenue Stabilization	85,101,860	135,666,754	129,613,757	99,957,669	66,127,580
Total	\$ 98,598,588	\$ 150,102,203	\$ 144,980,818	\$ 116,259,433	\$ 77,838,048

ATTACHMENT J

All Funds Balance Analysis

	2021 Actual	2022 Projection	2023 Budget	2024 Plan	2025 Plan
Beginning Balance					
Revenue	\$ 229,741,670	\$ 321,242,807	\$ 386,488,100	\$ 353,503,099	\$ 320,926,778
Passenger Fares	21,541,061	24,198,721	24,683,669	25,178,427	25,683,004
Sales & Use Tax	239,341,747	254,392,739	259,038,785	264,219,560	269,503,950
Federal	87,419,866	133,449,281	64,062,635	65,652,635	65,652,635
CARES Act / CRRSAA	67,416,467	-	-	-	-
ARP	54,815,088	81,293,422	-	-	-
State	-	9,336,598	19,336,598	19,336,598	19,336,598
Investment Income	392,507	1,744,719	1,536,150	1,401,150	1,701,150
Other Revenue	23,602,965	8,460,854	33,277,051	44,958,337	43,552,051
Total Revenue	494,529,701	512,876,334	401,934,888	420,746,707	425,429,388
Total Resources	724,271,371	834,119,140	788,422,988	774,249,806	746,356,166
Expenditures					
Personnel Services	197,580,239	204,862,998	213,715,112	221,292,480	232,238,692
Fuel (Diesel, CNG, Prop. Pwr., Gas)	8,101,694	8,973,927	10,758,400	10,807,945	10,783,340
Utilities	4,700,271	4,369,968	4,181,320	4,217,484	4,218,408
Inventory	12,773,812	10,185,586	12,500,000	12,600,000	12,700,000
Services & Materials	18,818,101	20,747,424	24,637,747	24,767,717	25,221,683
Purchased Transportation	9,335,470	8,149,048	9,150,000	9,235,850	9,322,214
Other Expenditures	7,815,038	8,492,970	10,526,966	10,047,813	10,063,722
Capital Outlay	70,436,953	169,975,419	139,978,394	150,877,289	149,028,209
Debt Service	73,466,986	11,873,700	9,471,950	9,476,450	9,470,500
Total Expenditures	403,028,564	447,631,040	434,919,889	453,323,028	463,036,768
Available Ending Balance	321,242,807	386,488,100	\$353,503,099	\$320,926,778	\$283,319,398

RESOLUTION NO. 2022-113

MAKING APPROPRIATIONS FOR THE CURRENT EXPENSES AND OTHER EXPENDITURES FOR THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY DURING FISCAL YEAR ("FY") 2023

WHEREAS, the Greater Cleveland Regional Transit Authority ("GCRTA") has both a legal and managerial requirement to establish the revenues to be received for the upcoming fiscal year, including all taxes, user fees, and other types of revenues, as well as estimates of all expenditures or outlays for the operation of its public transportation system in the fiscal year to be paid or met from said revenue; and

WHEREAS, in order to meet those requirements, a budget for the fiscal year beginning January 1, 2023 and ending December 31, 2023 ("FY 2023 Budget") was prepared; and

WHEREAS, said budget has been made conveniently available for public inspection for at least ten (10) days by having at least two (2) copies thereof on file in the GCRTA Office of Management and Budget; and

WHEREAS, the FY 2023 Budget is based, in part, on a Management and Non-Bargaining Salary Structure approved on December 20, 2022, by the Board of Trustees in Resolution No. 2022-112; and

WHEREAS, the Operational Planning & Infrastructure Committee of the Board of Trustees discussed the 2023 budget on November 15, 2022 and December 6, 2022, and public hearings were held on November 15, 2022 and December 6, 2022, with public notices given by publication in the Cleveland Plain Dealer on October 23, 2022 and October 30, 2022 and the Call & Post on October 19, 2022 and October 26, 2022, as well as by posting of notice in the first floor lobby of the GCRTA Main Office Building, and on the GCRTA's Facebook and Twitter pages.

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

Section 1. That the appropriations for the current expenses and other expenditures of the GCRTA during FY 2023 are as indicated below. Furthermore, in order that the amounts expended and encumbered in each classification during FY 2023 are set aside and appropriated, the Board hereby sets aside and appropriates the following:

	2023 Budget Appropriation
Operations Division	
31 PARATRANSIT DISTRICT	
Personnel Services	\$ 16,606,641
Other Expenditures	8,975,235
	<hr/> 25,581,876
32 RAIL DISTRICT	
Personnel Services	23,528,480
Other Expenditures	5,021,714
	<hr/> 28,550,194

	2023 Budget Appropriation
33 ASSET & CONFIGURATION MANAGEMENT	
Personnel Services	1,021,578
Other Expenditures	949,851
	<u>1,971,429</u>
34 TRANSIT POLICE	
Personnel Services	15,198,463
Other Expenditures	753,241
	<u>15,951,704</u>
35 SERVICE MANAGEMENT	
Personnel Services	7,032,354
Other Expenditures	1,133,054
	<u>8,165,408</u>
36 POWER & WAY	
Personnel Services	11,686,353
Other Expenditures	3,503,120
	<u>15,189,473</u>
38 SERVICE QUALITY MGMT	
Personnel Services	7,619,629
Other Expenditures	12,525
	<u>7,632,154</u>
39 FLEET MANAGEMENT	
Personnel Services	16,454,462
Other Expenditures	19,761,772
	<u>36,216,234</u>
43 PASS THRU	
Personnel Services	-
Other Expenditures	600,000
	<u>600,000</u>
46 HAYDEN DISTRICT	
Personnel Services	47,313,420
Other Expenditures	647,650
	<u>47,961,070</u>
49 TRISKETT DISTRICT	
Personnel Services	35,947,150
Other Expenditures	405,000
	<u>36,352,150</u>
58 INTELLIGENT TRANSPORTATION SYSTEMS	
Personnel Services	1,148,340
Other Expenditures	3,731,399
	<u>4,879,739</u>
DIVISION TOTAL	\$ 229,051,431

	2023 Budget Appropriation
FINANCE DIVISION	
10 OFFICE OF BUSINESS DEVELOPMENT	
Personnel Services	\$ 445,371
Other Expenditures	10,450
	<u>455,821</u>
60 ACCOUNTING	
Personnel Services	3,115,003
Other Expenditures	1,313,100
	<u>4,428,103</u>
62 SUPPORT SERVICES	
Personnel Services	773,363
Other Expenditures	429,573
	<u>1,202,936</u>
64 PROCUREMENT	
Personnel Services	1,801,621
Other Expenditures	39,400
	<u>1,841,021</u>
65 REVENUE	
Personnel Services	1,664,610
Other Expenditures	616,093
	<u>2,280,703</u>
67 OFFICE OF MANAGEMENT & BUDGET	
Personnel Services	1,087,484
Other Expenditures	5,718,850
	<u>6,806,334</u>
DIVISION TOTAL	\$ 17,014,918
ENGINEERING & PROJECT MANAGEMENT DIVISION	
55 PROJECT SUPPORT	
Personnel Services	\$ 324,797
Other Expenditures	101,050
	<u>425,847</u>
57 PROGRAMMING & PLANNING	
Personnel Services	647,009
Other Expenditures	355,992
	<u>1,003,001</u>
80 ENGINEERING & PROJECT DEVELOPMENT	
Personnel Services	2,254,092
Other Expenditures	177,240
	<u>2,431,332</u>
DIVISION TOTAL	\$ 3,860,180

	2023 Budget Appropriation
LEGAL AFFAIRS DIVISION	
15 SAFETY	
Personnel Services	\$ 783,046
Other Expenditures	298,762
	<u>1,081,808</u>
21 LEGAL	
Personnel Services	3,026,577
Other Expenditures	1,564,960
	<u>4,591,537</u>
22 RISK MANAGEMENT	
Personnel Services	843,876
Other Expenditures	4,420,030
	<u>5,263,906</u>
DIVISION TOTAL	\$ 10,937,251
HUMAN RESOURCES DIVISION	
14 HUMAN RESOURCES	
Personnel Services	\$ 1,444,459
Other Expenditures	414,125
	<u>1,858,584</u>
18 LABOR & EMPLOYEE RELATIONS	
Personnel Services	1,507,176
Other Expenditures	480,280
	<u>1,987,456</u>
30 TRAINING & EMPLOYEE DEVELOPMENT	
Personnel Services	3,482,986
Other Expenditures	1,012,713
	<u>4,495,699</u>
DIVISION TOTAL	\$ 8,341,739
EXECUTIVE DIVISION	
12 EXECUTIVE	
Personnel Services	\$ 473,500
Other Expenditures	682,799
	<u>1,156,299</u>
16 SECRETARY/TREASURER - BOARD OF TRUSTEES	
Personnel Services	196,712
Other Expenditures	154,550
	<u>351,262</u>

	2023 Budget Appropriation
19 INTERNAL AUDIT	
Personnel Services	938,832
Other Expenditures	107,300
	<hr/> 1,046,132
99 FUND TRANSFERS	
Personnel Services	-
Other Expenditures	41,872,881
	<hr/> 41,872,881
DIVISION TOTAL	\$ 44,426,574
ADMINISTRATION & EXTERNAL AFFAIRS	
53 ADMINISTRATION & EXTERNAL AFFAIRS	
Personnel Services	2,028,674
Other Expenditures	1,087,100
	<hr/> 3,115,774
DIVISION TOTAL	\$ 3,115,774
INNOVATION & TECHNOLOGY	
61 INNOVATION & TECHNOLOGY	
Personnel Services	3,319,054
Other Expenditures	4,196,005
	<hr/> 7,515,059
DIVISION TOTAL	\$ 7,515,059
GRAND TOTAL	\$ 324,262,926

CAPITAL IMPROVEMENT FUNDS

(Resolution No. 2022-048, approved on May 24, 2022, and Resolution No. 2022-114, pending approval by the GCRTA Board on December 20, 2022)

Construction and Acquisition of Transit Facilities and Equipment	\$139,978,394
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BOND RETIREMENT FUND

Debt Service – Principal	\$7,610,000
Debt Service – Interest	1,861,950
Other	1,500

INSURANCE FUND

Claims & Premium Outlay	\$3,049,000
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SUPPLEMENTAL PENSION FUND

Benefits Payments	\$0
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LAW ENFORCEMENT FUND

Safety & Security Training	\$20,000
Capital & Related Items	0

RESERVE FUND

Transfers to General Fund	\$6,500,000
Transfers to RTA Development Fund	10,000,000

CUMULATED APPROPRIATIONS

General Fund	\$324,262,926
Capital Improvement Funds	139,978,394
Bond Retirement Fund	9,473,450
Insurance Fund	3,049,000
Supplemental Pension Fund	0
Law Enforcement Fund	20,000
Reserve Fund	16,500,000

Section 2. That transfers of funds may be made in this appropriation budget from one division to another, or from one department to another, or from one line item to another, or from one fund to another, and that transfers of funds shall be reported to the Board within thirty (30) days after the end of the month in which said transfer occurred.

Section 3. As part of this appropriation, the General Manager, Chief Executive Officer is granted the authority to upgrade or downgrade positions within the Authority provided that the total number of positions approved in the budget is not exceeded. Furthermore, the General Manager, Chief Executive Officer may transfer positions from one department to another so long as the total number of positions approved in the budget does not exceed 2,396.5 full-time equivalent (FTE) positions.

Section 4. That as part of this appropriation, the General Manager, Chief Executive Officer is granted the authority to make expenditures for coffee, meals, refreshments, and other amenities for Authority employees or other persons in furtherance of official business of GCRTA. The appropriation includes \$48,600 allocated to the following departments:

Meals & Concessions		
Dept#	Dept Name	Budget
10	OFFICE OF BUSINESS DEVELOPMENT	400
12	EXECUTIVE	3,000
14	HUMAN RESOURCES	7,000
15	SAFETY	2,000
16	SECRETARY / TREASURER - BOARD OF TRUSTEES	2,850
18	LABOR & EMPLOYEE RELATIONS	1,500
19	INTERNAL AUDIT	800
21	LEGAL	1,000
22	RISK MANAGEMENT	-
30	TRAINING & EMPLOYEE DEVELOPMENT	1,500
31	PARATRANSIT DISTRICT	2,000
32	RAIL DISTRICT	6,000
33	ASSET AND CONFIGURATION MANAGEMENT	250
34	TRANSIT POLICE	500
35	SERVICE MANAGEMENT	600
36	POWER & WAY	2,500
38	SERVICE QUALITY MANAGEMENT	1,000
39	FLEET MANAGEMENT	1,500
46	HAYDEN DISTRICT	400
49	TRISKETT DISTRICT	400
53	ADMINISTRATION & EXTERNAL AFFAIRS	7,000
55	PROJECT SUPPORT	250
57	PROGRAMMING & PLANNING	100
58	INTELLIGENT TRANSPORTATION SYSTEMS	1,000
60	ACCOUNTING	2,000
61	INFORMATION TECHNOLOGY	500
62	SUPPORT SERVICES	-
64	PROCUREMENT	500
65	REVENUE	-
67	OFFICE OF MANAGEMENT & BUDGET	1,250
80	ENGINEERING & PROJECT DEVELOPMENT	800
Total		48,600

Section 5. That the FY 2023 Budget may, from time to time, be amended and additional monies that may be received in FY 2023 may be appropriated.

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

Adopted: December 20, 2022

President

Attest: _____
Secretary-Treasurer

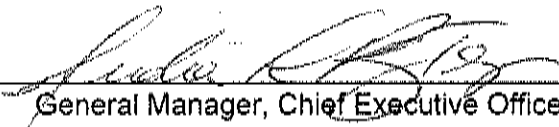


TITLE/DESCRIPTION: AMENDING BUDGET APPROPRIATIONS FOR THE FISCAL YEAR ("FY") 2023 CAPITAL IMPROVEMENT BUDGET TO PROVIDE FOR AN INCREASE OF \$6,700,000	Resolution No.: 2022-114
	Date: December 15, 2022
	Initiator: Office of Management & Budget

ACTION REQUEST:
 Approval
 Review/Comment
 Information Only
 Other _____

- 1.0 **PURPOSE/SCOPE:** This action will authorize an increase in the Fiscal Year ("FY") 2023 Capital Improvement Budget appropriation by \$6,700,000.
- 2.0 **DESCRIPTION/JUSTIFICATION:** The Capital Improvement Plan was adopted by the Board of Trustees on May 24, 2022 through Resolution No. 2022-048. In November 2022, the construction for the Tower City East Portal project was reassessed due to inflation and supply chain issues. An additional appropriation of \$6,700,000 will provide sufficient balance for the Tower City East Portal project in FY 2023.
- 3.0 **PROCUREMENT BACKGROUND:** Does not apply.
- 4.0 **DBE/AFFIRMATIVE ACTION BACKGROUND:** Does not apply.
- 5.0 **POLICY IMPACT:** The FY 2023 Capital Improvement Budget provides for the upkeep of the Greater Cleveland Regional Transit Authority's ("GCRTA") existing infrastructure, facilities, equipment, vehicle replacement programs and provides for the implementation of projects included in the Long-Range Plan.
- 6.0 **ECONOMIC IMPACT:** The original FY 2023 Capital Improvement Budget provided the budget authority for the spending of \$133,278,394 for capital projects. The amended appropriation will provide for the spending of \$139,978,394 for capital improvement projects, an increase of \$6,700,000.
- 7.0 **ALTERNATIVES:** Modify the proposed FY 2023 Capital Improvement Budget by adding or subtracting expenditures or revenues for specific capital projects, or delay adoption of the amended Capital Improvement Budget, which would delay the availability of funding for the Tower City East Portal project.
- 8.0 **RECOMMENDATION:** The amended FY 2023 Capital Improvement Budget was reviewed by the Operational Planning & Infrastructure Committee on December 6, 2022. It is recommended that the Board approve the amended FY 2023 Capital Improvement Budget as proposed.
- 9.0 **ATTACHMENTS:**
 - A. 2023 – 2027 Amended Combined Capital Improvement Plan
 - B. 2023 – 2027 Amended RTA Development Fund Capital Improvement Plan
 - C. 2023 – 2027 RTA Capital Fund Capital Improvement Plan

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



General Manager, Chief Executive Officer

ATTACHMENT A

2023 - 2027 AMENDED CAPITAL IMPROVEMENT PLAN
COMBINED BUDGET AUTHORITY

PROJECT CATEGORY	2023 Budget	2024 Plan	2025 Plan	2026 Plan	2027 Plan	2023-2027
Bus Garages	\$3,525,000	\$3,900,000	\$0	\$2,150,000	\$500,000	\$10,075,000
Bus Improvement Program	\$37,066,750	\$23,066,750	\$23,066,750	\$23,066,750	\$23,066,750	\$129,333,750
Equipment & Vehicles	\$9,144,354	\$5,205,541	\$15,114,144	\$15,966,353	\$13,504,893	\$58,935,285
Facilities Improvements	\$28,590,000	\$24,358,786	\$13,635,000	\$15,725,000	\$12,405,728	\$94,814,514
Other Projects	\$2,643,750	\$4,643,750	\$23,143,750	\$26,143,750	\$2,643,750	\$59,218,750
Preventive Maint./Oper. Reimb.	\$2,076,041	\$1,801,041	\$1,120,282	\$8,452,021	\$12,109,100	\$25,558,485
Rail Car Program	\$30,550,000	\$39,400,000	\$34,000,000	\$21,700,000	\$11,500,000	\$137,150,000
Rail Projects	\$24,982,500	\$44,192,500	\$34,630,759	\$31,944,241	\$19,575,050	\$155,325,050
Transit Centers	\$1,300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$2,500,000
TOTALS	\$139,978,394	\$146,868,368	\$145,010,685	\$145,448,115	\$95,605,271	\$672,910,834

ATTACHMENT B

**2023 - 2027 AMENDED RTA DEVELOPMENT CAPITAL IMPROVEMENT PLAN
RTA DEVELOPMENT FUND BUDGET AUTHORITY**

PROJECT CATEGORY	2023 Budget	2024 Plan	2025 Plan	2026 Plan	2027 Plan	2023-2027
Bus Garages	\$3,525,000	\$3,900,000	\$0	\$2,150,000	\$500,000	\$10,075,000
Bus Improvement Program	\$37,066,750	\$23,066,750	\$23,066,750	\$23,066,750	\$23,066,750	\$129,333,750
Equipment & Vehicles	\$7,506,620	\$3,506,620	\$13,506,620	\$14,350,000	\$11,671,163	\$50,541,023
Facilities Improvements	\$26,280,000	\$22,048,786	\$11,225,000	\$13,415,000	\$9,995,728	\$82,964,514
Other Projects	\$2,643,750	\$4,643,750	\$23,143,750	\$26,143,750	\$2,643,750	\$59,218,750
Preventive Maint./Oper. Reimb.	\$2,076,041	\$1,801,041	\$1,120,282	\$8,452,021	\$12,109,100	\$25,558,485
Rail Car Program	\$30,550,000	\$39,400,000	\$34,000,000	\$21,700,000	\$11,500,000	\$137,150,000
Rail Projects	\$24,982,500	\$44,192,500	\$34,630,759	\$31,944,241	\$19,575,050	\$155,325,050
Transit Centers	\$1,300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$2,500,000
TOTALS	\$135,930,660	\$142,859,447	\$140,993,161	\$141,521,762	\$91,361,541	\$652,666,571

ATTACHMENT C

**2023 - 2027 RTA CAPITAL FUND CAPITAL IMPROVEMENT PLAN
RTA CAPITAL FUND BUDGET AUTHORITY**

PROJECT CATEGORY	2023 Budget	2024 Plan	2025 Plan	2026 Plan	2027 Plan	2023-2027
Bus Garages	\$0	\$0	\$0	\$0	\$0	\$0
Bus Improvement Program	\$0	\$0	\$0	\$0	\$0	\$0
Equipment & Vehicles	\$1,637,734	\$1,698,921	\$1,607,524	\$1,616,353	\$1,833,730	\$8,394,262
Facilities Improvements	\$2,410,000	\$2,310,000	\$2,410,000	\$2,310,000	\$2,410,000	\$11,850,000
Other Projects	\$0	\$0	\$0	\$0	\$0	\$0
Preventive Maint./Oper. Reimb.	\$0	\$0	\$0	\$0	\$0	\$0
Rail Projects	\$0	\$0	\$0	\$0	\$0	\$0
Transit Centers	\$0	\$0	\$0	\$0	\$0	\$0
TOTALS	\$4,047,734	\$4,008,921	\$4,017,524	\$3,926,353	\$4,243,730	\$20,244,262

RESOLUTION NO. 2022-114

AMENDING BUDGET APPROPRIATIONS FOR THE FISCAL YEAR ("FY")
2023 CAPITAL IMPROVEMENT BUDGET TO PROVIDE FOR AN INCREASE
OF \$6,700,000

WHEREAS, there are both legal and managerial requirements to establish the revenues to be received for the upcoming fiscal year, including all taxes, user fees, and other types of revenues, as well as estimates of all expenditures or outlays for the capital improvement program of the Greater Cleveland Regional Transit Authority ("GCRTA") to be paid from said revenue, during each fiscal year; and

WHEREAS, in order to meet those requirements, a Capital Improvement Budget for the GCRTA for the Fiscal Year beginning January 1, 2023 and ending December 31, 2023 ("FY 2023") has been prepared and adopted by the Board of Trustees on May 24, 2022 through Resolution No. 2022-048; and

WHEREAS, the Tower City East Portal design was originally budgeted in the 2016-2020 Capital Improvement Plan; and

WHEREAS, the current estimate for the Tower City East Portal project is \$12,441,402.03; and

WHEREAS, due to inflation and supply chain issues, the estimate has increased to \$19,108,385.20, which was received after the Board of Trustees approved the 2023-2027 Capital Improvement Plan; and

WHEREAS, the Operational Planning & Infrastructure Committee of the Board of Trustees discussed the amended FY 2023 Capital Improvement Budget on December 6, 2022; and

WHEREAS, the increase of appropriation for the FY 2023 Capital Improvement Budget by \$6.7 million will establish a sufficient balance in the FY 2023 Capital Improvement Budget to align with the increased estimate.

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

Section 1. That the appropriation budget set forth in Resolution No. 2022-048, adopted May 24, 2022, be and is hereby amended as follows:

Current 2023 Appropriation
\$133,278,394

Amended 2023 Appropriation
\$139,978,394

Section 2. That Resolution No. 2022-048 shall remain unchanged in all other respects.

Section 3. That this budget may be amended from time to time in order to appropriate additional capital grant funds that may be received in FY 2023.

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

Adopted: December 20, 2022

President

Attest: _____

Secretary-Treasurer



TITLE/DESCRIPTION: CONTRACT: PURCHASE OF PROPERTY INSURANCE FROM LIBERTY MUTUAL AND EVANSTON INSURANCE COMPANY VENDOR: AON RISK SERVICES NORTHEAST, INC. AMOUNT: NTE \$1,399,339.00 FOR A PERIOD OF 12 MONTHS	Resolution No.: 2022-115
	Date: December 15, 2022
	Initiator: Risk 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 provide the Greater Cleveland Regional Transit Authority ("Authority") with insurance to protect the physical assets of the Authority for a period of twelve (12) months.
- 2.0 **DESCRIPTION/JUSTIFICATION:** The Authority requires all-risk property insurance to protect its physical assets in case of fire, explosion, windstorm, and similar perils. The current property insurance policy expires January 1, 2023. The detailed results of that program renewal were summarized in the presentation made to the Board of Trustees on December 6, 2022.
- 3.0 **PROCUREMENT BACKGROUND:** GCRTA carries an all-risk property insurance policy which protects the physical assets of GCRTA from fire, windstorm, explosion, and similar perils. Incumbent Carriers are Liberty Mutual and Evanston for two separate programs with a Total Insured Value of \$1.97 billion:
 - The first program is written by Liberty Mutual and is for the coverage of all GCRTA real and personal property including rolling stock when garaged. The blanket limit is \$500 million with a deductible of \$250,000.00.
 - The second program is a stand-alone Rolling Stock policy written by Evanston Insurance Company and specifically provides coverage for GCRTA rolling stock when rolling (both rail and bus). The blanket limit is \$25,000,000.00 with a deductible of \$500,000.00.

In 2021, GCRTA was facing hard market conditions, with expected rate increases of 15%. An overall premium increase of 7% vs the 15% budgeted last year was achieved. This year, GCRTA was told to expect rate increases between 8% and 10% with an improving property marketplace.

However, we were warned that property valuation was the main focus of underwriters this year given an inflation rate in the U.S. that rose to 9.1% in June of 2022. Property valuation is a key concern among many markets given recent losses that exceed amounts stated on the statement of values.


Given the above, we did apply substantial inflationary index factors to our building and equipment values per market requirements; recalling that our coverage is for replacement cost.

GCRTA has received the results of the marketing and negotiation efforts. Liberty Mutual quoted a 14.1% rate increase. Evanston Insurance Company quoted a 2.5% rate increase.

After applying these rates against updated total insured values (TIV), the resulting premium is \$1,399,339.00, an increase of approximately \$216,278.00 or an 18.3% increase over the expiring premium of \$1,183,061.00. GCRTA is pleased to report that this amount is \$661.00 below the budgeted amount of \$1,400,000.00.

- 4.0 AFFIRMATIVE ACTION/ DBE BACKGROUND: Does not apply.
- 5.0 POLICY IMPACT: Does not apply.
- 6.0 ECONOMIC IMPACT: This insurance policy will be funded through the General Fund, Risk Management Department budget, payable with 2023 funds (contingent upon Board approval of the 2023 Operating Budget), for a total contract amount not to exceed \$1,399,339.00 for the twelve (12) month period beginning January 1, 2023.
- 7.0 ALTERNATIVES: Reject this offer. Rejection of this offer will leave the Authority without property insurance, putting substantial assets of the Authority at risk.
- 8.0 RECOMMENDATION: This property insurance program was discussed by the Board of Trustees at the December 6, 2022 Audit, Safety Compliance and Real Estate Committee meeting. It is recommended that the submittal of the underwriters through Aon Risk Services Northeast, Inc., be accepted and the resolution passed authorizing the General Manager, Chief Executive Officer to purchase the property insurance policies.
- 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. 2022-115

AUTHORIZING THE PURCHASE OF PROPERTY INSURANCE FROM LIBERTY MUTUAL AND EVANSTON INSURANCE COMPANY THROUGH AON RISK SERVICES NORTHEAST, INC. FOR A PERIOD OF TWELVE (12) MONTHS, FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$1,399,339.00 (GENERAL FUND, RISK MANAGEMENT DEPARTMENT BUDGET)

WHEREAS, the Greater Cleveland Regional Transit Authority ("Authority") requires property insurance to protect its physical assets; and

WHEREAS, proposals from various underwriters have been received and were evaluated in accordance with the Authority's Policies and Procedures; and

WHEREAS, the submittal of a group of underwriters through Aon Risk Services Northeast, Inc., located at 950 Main Avenue, Suite 1600, Cleveland, Ohio 44113, to provide property insurance coverage for a period of twelve (12) months was received, and after negotiations, an amount not to exceed \$1,399,339.00 for the twelve (12) month period was agreed upon; and

WHEREAS, the General Manager, Chief Executive Officer deems the acceptance of the submittal of various underwriters, through Aon Risk Services Northeast, Inc. for a property insurance program, as modified by negotiations, to be the most advantageous to 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 submittal of a group of underwriters, through Aon Risk Services Northeast, Inc., as modified by negotiations, to provide a property insurance program, for a period of twelve (12) months, is hereby accepted as the most advantageous to the Authority, price and all other factors considered.

Section 2. That the General Manager, Chief Executive Officer of the Authority be and she is hereby authorized to enter into a contract with Aon Risk Services Northeast, Inc. for the purchase of property insurance coverages from Liberty Mutual and Evanston Insurance Company, and with such other carriers as the General Manager, Chief Executive Officer may deem appropriate, to provide property insurance coverage up to the limit of \$500,000,000.00 per occurrence from January 1, 2023 to January 1, 2024, at premiums not to exceed \$1,399,339.00.

Section 3. This insurance program shall be payable out of the General Fund, Risk Management Department budget, payable with 2023 funds (contingent upon Board approval of the 2023 Operating Budget), for a total amount not to exceed \$1,399,339.00 for twelve (12) months beginning January 1, 2023

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

Section 5. That this resolution shall become effective immediately upon its adoption.

Adopted: December 20, 2022

President

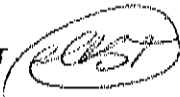
Attest: _____
Secretary-Treasurer



Greater Cleveland
Regional Transit Authority

Interoffice Memo

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

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

Date: December 15, 2022

Subject: Infectious Disease Policy Update

At the December 6, 2022, Committee of the Whole meeting, staff presented proposed revisions to the Authority's infectious disease policy contained in Chapter 630 of GCRTA's Code Book. In response to the Committee's discussion of proposed revisions to Section 630.04 (b) of this chapter, staff again reviewed the proposed revisions.

Based on that review, Section 630.04 (b) was again revised to be consistent with the requirement that the Board of Trustees approve revisions and amendments to the Public Transportation Agency Safety Plan.

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

IBT/jeb



TITLE/DESCRIPTION: AMENDING CHAPTER 630 INFECTIOUS DISEASE POLICY AND REMOVING SECTION 648.05 INFECTIOUS DISEASE FROM THE CODIFIED RULES AND REGULATIONS OF THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY	Resolution No.: 2022-116
	Date: December 15, 2022
	Initiator: Human Resources
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 PURPOSE/SCOPE: This resolution will amend Chapter 630 Infectious Disease Policy and remove Section 648.05 Infectious Disease from the Codified Rules and Regulations ("Code Book") of the Greater Cleveland Regional Transit Authority.
- 2.0 DESCRIPTION/JUSTIFICATION: The Policies and Procedures of the Board of Trustees were codified in 1989, pursuant to Resolution 1989-176. The Code Book is now undergoing a comprehensive review and update so that the Code will conform to the current structure and operations of the Authority. The proposed amendment will remove content that is already included in other policies and will relate the Authority's infectious disease policy to the Public Transportation Agency Safety Plan ("PTASP"). This action will also remove Section 648.05 from the Code Book, as duplicative of Personnel Policy 600.05.
- 3.0 PROCUREMENT BACKGROUND: Does not apply.
- 4.0 AFFIRMATIVE ACTION/DBE BACKGROUND: Does not apply.
- 5.0 POLICY IMPACT: Adoption of the resolution will update the infectious disease policy and align it with the PTASP.
- 6.0 ECONOMIC IMPACT: Does not apply.
- 7.0 ALTERNATIVES: Not adopting this resolution. Not adopting this resolution would result in a policy that would overlap, and potentially conflict, with other Authority policies and would remain inconsistent with the PTASP.
- 8.0 RECOMMENDATION: This resolution was discussed at the December 6, 2022 Committee of the Whole meeting and recommended for consideration by the full Board of Trustees. It is recommended that this resolution be adopted.
- 9.0 ATTACHMENTS: A. Red-line of proposed amendments to Chapter 630
B. Red-line of proposed removal of Section 648.05

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

General Manager, Chief Executive Officer

Attachment A to Staff Summary

CHAPTER 630

Infectious Disease Policy

- 630.01 Purpose; scope.
- 630.02 Discrimination prohibited.
- ~~630.03 Objectives.~~
- ~~630.04 References.~~
- ~~630.05 Definitions.~~
- ~~630.06 Procedures.~~
- ~~630.07~~630.03 Rights of employees.
- ~~630.08 Personnel services.~~
- ~~630.09 Guidelines for handling body fluid spills.~~
- 630.1004 Periodic review and amendment.

CROSS REFERENCES

~~Protecting public from persons with tuberculosis - see Ohio R.C. 339.50 et seq.~~
~~Nondiscrimination under federal grants and programs - see 29 U.S. Code~~
~~§794~~

~~Nondiscrimination on the basis of disability in programs or activities~~
~~receiving federal financial assistance - see 49 C.F.R. Part 27~~

~~Selling or donating contaminated blood - see Ohio R.C. 2927.13~~

~~Immunity of employer - see Ohio R.C. 3701.249~~

~~Spreading contagion - see Ohio R.C. 3701.81~~

~~Dangerous communicable diseases~~Quarantine regulations - see Ohio R.C.
3707.04 et seq.

Greater Cleveland Regional Transit Authority Personnel Policy 600.05

Greater Cleveland Regional Transit Authority Personnel Procedure
1700.03

Greater Cleveland Regional Transit Authority Exposure Control Plan -
SOP #10.8

Collective Bargaining Agreement between the Greater Cleveland Regional
Transit Authority and the Fraternal Order of Police Ohio Labor Council,
Inc.

Collective Bargaining Agreement between the Greater Cleveland Regional
Transit Authority and the Amalgamated Transit Union, Local 268

630.01 PURPOSE; SCOPE.

The Authority recognizes that certain infectious diseases, ~~including, but not limited to, acquired immune deficiency syndrome (AIDS), tuberculosis and hepatitis,~~ pose significant legal, medical and social concerns. In response to these growing concerns, and consistent with State ~~federal, state and Federal~~ local laws,

and requirements and guidance, the Authority will take proactive steps to protect the workplace in the event of an infectious disease outbreak. It is the goal of the Authority during any such time period to strive to operate effectively, continuously provide all essential services and maintain safety for employees and customers.

The Authority is committed to providing information about the nature and spread of infectious diseases, including symptoms and signs to watch for, as well as required steps to be taken in the event of an illness or outbreak.

It is the intention of the Authority ~~has adopted this comprehensive policy~~ to protect its employees and customers and ensure fair treatment of individuals impacted by infectious diseases.

(Res. 1989-122. Passed 10-17-89. Res. 2022-XXX. Passed 08-XX-22.)

630.02 DISCRIMINATION PROHIBITED.

The Authority prohibits employment discrimination against any employee afflicted with an infectious disease.

(Res. 1989-122. Passed 10-17-89.)

~~630.03 OBJECTIVES.~~

~~The objectives of this comprehensive policy are to:~~

- ~~(a) Provide Authority-wide guidelines and procedures for handling infectious disease issues;~~
- ~~(b) Re-assert and clarify the Authority's procedures and employees' rights with respect to the prevention of employment discrimination due to infectious disease;~~
- ~~(c) Reduce unwarranted fear and misunderstanding about infectious diseases through an educational program.~~

~~(Res. 1989-122. Passed 10-17-89.)~~

~~630.04 REFERENCES.~~

~~(a) Safety Department Guidelines for Handling Body Fluid Spills (October 1989)~~

~~(b) GCRTA Guidelines for Handling AIDS-Related Issues (October 1989)~~

~~(c) RTA Bulletin No. 82-11, G.I. 3 (Accommodation for the Handicapped) (February 8, 1982)~~

~~(d) Ohio Civil Rights Commission Policy Statement on the Treatment of Charges Alleging Discrimination based upon Acquired Immune Deficiency Syndrome (AIDS) (1987)~~

~~(e) Ohio Revised Code Section 4112.02~~

~~(f) — Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794)~~

~~(g) — Title 49 Code of Federal Regulations Part 27~~

~~(h) — Personnel Policies and Procedures for Greater Cleveland Regional Transit Authority (Revised), November 25, 1975~~

~~(i) — Conditions of Employment GCRTA, effective August 1, 1988~~

~~(j) — Collective Bargaining Agreement GCRTA and Fraternal Order of Police-Ohio Labor Council, expiring January 31, 1992
(Res. 1989-122. Passed 10-17-89.)~~

630.05 — DEFINITIONS. As used in this chapter:

~~(a) — "AIDS" (acquired-immune-deficiency-syndrome) means a deadly affliction in which a virus, human immunodeficiency virus (HIV), attacks the body's immune system, leaving victims susceptible to a wide variety of infections and cancers.~~

~~(b) — "ARC" (AIDS related complex) means a condition caused by HIV in which an individual tests positive for this virus and has a specific set of clinical symptoms which are often less severe than those with classic AIDS. Signs and symptoms of ARC are similar to AIDS. The condition may be mild or severely debilitating. It may continue for several years.~~

~~(c) — "Handicapped person" means any person who has a physical or mental impairment that substantially limits one or more major life activities, has a record of such an impairment or is regarded as having such an impairment. "Major life activities," as used in this subsection, includes such functions as caring for oneself, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning and working. With respect to employment, a handicapped person who, with reasonable accommodation and within normal safety requirements, can perform the essential functions of the job in question is considered a qualified handicapped person.~~

~~(d) — "Hepatitis" means inflammation of the liver caused by various viruses, including those causing infectious mononucleosis or yellow fever, and by alcohol or other drugs. The illness can progress to death, but is usually self-limited and resolves under medical care.~~

~~(e) — "HIV" (human immunodeficiency virus) means a virus which attacks the immune system. HIV is not transmitted by casual contact or even by the close nonsexual contact that normally occurs at work, in school or at home. Transmission to another person must require transmission of body substances containing infected cells. HIV has been found in blood, tears, saliva, vaginal secretions and semen. However, transmission by tears, saliva, clothing or other personal objects used by an infected person, or by air, have not been reported.~~

~~(f) — "Infectious diseases" means diseases caused by or capable of being communicated by the invasion and multiplication of micro-organisms, such as bacteria, viruses or parasites, in the body tissue.~~

~~(g) "Tuberculosis" means an infectious disease caused by bacteria most commonly growing in the lung from which source the disease can be communicated to others by coughing and inhalation of the bacteria.~~

~~(Res. 1989-122. Passed 10-17-89.)~~

~~630.06 PROCEDURES:~~

~~(a) Medical Determinations:~~

~~(1) The determination of whether or not an employee diagnosed as having an infectious disease is to be permitted to continue his or her employment in a capacity that involves contact with the public or other employees shall be made by the Authority's Medical Department on a case-by-case basis in consultation with the employee's treating physician, the employee and/or his or her representative and designated health official.~~

~~(2) In making such a determination, the Authority's medical staff shall consider:~~

- ~~A. The recommendation of the individuals identified in paragraph (a)(1) hereof;~~
- ~~B. The physical condition of the employee;~~
- ~~C. Whether or not the nature and extent of the disease precludes or impairs satisfactory job performance;~~
- ~~D. The probabilities that the disease will be transmitted to others in the normal work setting;~~
- ~~E. The potential health risk to the afflicted employee. Pending such a determination, the employee will be permitted to continue working in his or her current position unless it is determined by the Authority's Medical Director that the employee poses an immediate threat of danger to others.~~

~~Where a determination has been made by the Authority's Medical Director to permit an afflicted individual to remain in the workplace, no employee may refuse to work with this employee.~~

~~(b) Fitness for Duty:~~

~~(1) Where fitness for duty concerns arise, the recommendations of qualified medical authorities will be considered in the management of each situation on a case-by-case basis.~~

~~Any of the following actions may be taken by the Authority:~~

- ~~A. Assign the employee to return to his or her regular place of employment;~~
- ~~B. Assign the employee to a modified work assignment, where such accommodation is reasonable; or~~
- ~~C. Place the employee on a leave of absence or sick leave with pay, or recommend disability leave.~~

~~(2) To determine whether or not an accommodation would impose an undue hardship on the Authority, the following factors will be considered:~~

- ~~A. The type of operation involved, including the composition and structure of the work force;~~
- ~~B. The nature and cost of the accommodation needed; and~~
- ~~C. The effect it has on program accomplishments, including safety.~~

~~(3) The employee will receive written notice of the Authority's determination. The employee may, at any time, request a reconsideration of the Authority's determination, provided that such a request is accompanied by medical evidence of an improvement in the employee's physical condition.~~

~~(4) The Authority will make every effort to accommodate an employee afflicted with an infectious disease. If no accommodation can be made, the employee will be considered ineligible for work and may be separated from the Authority. The employee's file will be documented to show what efforts were made to accommodate the employee.~~

~~(c) Employee Education/Assistance.~~

- ~~(1) An educational program on this policy shall be provided by the Authority.~~
 - ~~(2) Employee participation will be required.~~
 - ~~(3) The Authority's Employee Assistance Program (IMPACT) provides consultants and resource referral services to employees and their families on concerns regarding infectious diseases.~~
- ~~(Res. 1989-122. Passed 10-17-89.)~~

~~630.07 630.03 RIGHTS OF EMPLOYEES.~~

~~(a) The medical records of all employees shall remain confidential, except where disclosure is mandated by law.~~

~~(b) The identify identity of any infected employee shall not be revealed to the general public unless otherwise required by law.~~
~~(Res. 1989-122. Passed 10-17-89.)~~

~~630.08 PERSONNEL SERVICES.~~

~~This section outlines existing personnel services and provides supplemental information relevant to infectious diseases which include, but are not limited to, AIDS, hepatitis and tuberculosis.~~

~~(a) Employee Education/Assistance. The Office of Small Business and Employment Opportunity (formerly the Affirmative Action Office), in conjunction with other departments, including Training, Medical, Safety, Legal and Personnel, will provide information and training for dealing with infectious diseases in the workplace. The Authority's Employee Assistance Program (IMPACT) provides consultation and resource referral services to employees and their families. Employees with infectious diseases or other life threatening illnesses, as well as employees who have concerns about such illnesses, are encouraged to take advantage of the IMPACT program.~~

~~In responding to employee concerns regarding infectious diseases, IMPACT's staff consults with and makes referrals to other appropriate treatment facilities, including those with which IMPACT is affiliated.~~

~~(b) Fitness for Duty/Accommodation. Employees with handicaps must meet performance standards to maintain their job duties and responsibilities. Available reasonable accommodation will be provided to a handicapped employee if needed. Handicapped employees may continue to work in their current positions as long as they remain able and qualified to safely and regularly perform their job duties.~~

~~Section 504 of the Rehabilitation Act of 1973 requires reasonable accommodation to the known handicaps of an employee or of an otherwise qualified applicant for employment. Reasonable accommodation must be made unless the Authority can demonstrate that the accommodation would impose an undue hardship on its operations. If no undue hardship would result, the Authority must assign an employee who becomes handicapped and unable to safely perform his or her original duties to an alternative position with comparable pay if a position for which the employee qualifies is available. (Comparable pay does not necessarily mean the same pay received prior to becoming handicapped. It does mean pay comparable to the wages or salary being paid to other employees of similar experience and expertise performing the duties of the new job classification for which the handicapped employee qualifies.)~~

~~Each type of handicap or temporary incapacity to perform one's normal duties will require an individual assessment of the person's abilities and the matching of these abilities with available jobs.~~

~~To facilitate the Authority's efforts to accommodate the needs of employees who become handicapped (especially if the handicap is of short duration), the department where the employee normally works will seek to utilize him or her in some capacity which is not injurious to the employee, given his or her medical restrictions. This process will include working with the Authority's Personnel Department to determine if the employee's regular job can be modified to accommodate the medical restrictions. If a job cannot be modified and an employee is no longer able to regularly perform his or her normal duties, the employee may be separated from that position.~~

~~If the employee's condition does not render him or her totally disabled from all employment, the employee shall be referred to the Personnel Department for placement. The employee will be placed on job search assistance~~

~~status for six months and provided with assistance in locating another Authority position.~~

~~If no accommodation can be made, the employee will be considered ineligible for work and may be separated from the Authority. The employee's file will be documented to show what efforts were made to accommodate the employee's handicap.~~

~~(c) Employment/Labor Relations/EEO. In accordance with Federal and State statutes, the Authority does not discriminate on the basis of infectious diseases or other illnesses or conditions considered to be handicaps. Acquired immune deficiency syndrome (AIDS) is among those illnesses regarded as a handicap by the Ohio Civil Rights Commission. Any Authority employee who commits or participates in any action toward other employees or the public that may be construed as a violation of the Authority's nondiscrimination policy will be subject to disciplinary action. Any supervisor who actively or knowingly condones such discriminatory action will also be subject to disciplinary action. Employees involved in a work action or stoppage related to a protected illness will be subject to disciplinary action. Disciplinary action resulting from violations of the Authority's nondiscrimination policy may include suspension, demotion and/or discharge depending on the nature, extent and severity of the infraction.~~

~~The Authority maintains an equal employment opportunity staff to investigate charges of discrimination.~~

~~(d) Benefits. Hourly employees, in the bargaining unit, are eligible for short term disability benefits, for a maximum of twenty-six weeks, before applying for an unpaid leave of absence.~~

~~Salaried employees can use salary continuation days based on the Authority's schedule of permissible salary continuation before applying for an unpaid leave of absence.~~

~~If the employee has used up his or her permissible number of salary continuation days, he or she is eligible for short term disability benefits.~~

~~Years of Service~~

~~0 through 1 year 11 months~~

~~2 through 4 years~~

~~5 through 9 years~~

~~10 through 14 years~~

~~15 through 19 years~~

~~20 through 24 years 25 years and over~~

~~Salary Continuation~~

~~One day for each two months of service to maximum of 11 days 11 days~~

~~22 days~~

~~44 days~~

~~66 days~~
~~99 days~~
~~182 days~~

~~An unpaid leave of absence may be granted by the General Manager/Secretary-Treasurer in accordance with approved policies of the Board of Trustees.~~

~~While on an unpaid leave of absence, the employee retains all medical and other group insurance coverages until he or she is separated from the Authority.~~

~~Upon separation from the Authority, an employee is eligible to pay for continuation of medical, dental and vision coverages, at group premium rates, in accordance with the provisions of the Consolidated Omnibus Budget Reconciliation Act (COBRA). COBRA rights are not affected by an employee's separation due to a medically verified inability to work.~~

~~(c) Pension Benefits. If the employee meets service retirement requirements with the Public Employees Retirement System, he or she may retire at age sixty with five years of service credit, or on a reduced basis with twenty-five years of age fifty-five. With thirty years of service credit an employee may retire at any age, without reductions.~~

~~If vested, but ineligible for service retirement, an employee who becomes permanently disabled for the performance of duty before age sixty and has completed sixty months of contributing service is eligible for disability retirement with PERS.~~

~~An employee separated from the Authority may choose to withdraw his or her accumulated contributions if not eligible or not desirous of obtaining service or disability retirement benefits.~~

~~(Res. 1089-122. Passed 10-17-89.)~~

~~630.09 GUIDELINES FOR HANDLING BODY FLUID SPILLS.~~

~~(a) This section is intended to give some guidance as to how to handle the situations in which an exposure to AIDS or other blood-borne diseases may be possible. It is a fact that AIDS cannot be easily transmitted and that sexual contact or blood-to-blood contact must occur in order for a person to get infected with the disease. However, in the workplace in situations where contact with body fluids may take place, full precautions are recommended. This makes sense for two reasons: it is not known whether the body fluids spilled may contain the AIDS virus and, secondly, there are other diseases, such as hepatitis, that may be caught from the improper handling of body fluids.~~

~~(b) Where body fluids have been spilled, the worker involved in clean-up should follow certain procedures, as recommended by the Centers for Disease Control.~~

~~(1) Latex or rubber gloves must be worn. Use care to avoid splashing of the material or contact with unprotected areas of the body.~~

~~(2) Saturate the area with a solution of household bleach, one part bleach to nine parts water. Let it sit on the spill area for three to five minutes.~~

~~(3) Soak up the spill as much as possible with absorbent material, such as paper towels.~~

~~(4) Saturate the spill area with cleaning solution; any industrial cleaner or even ordinary household detergent will do. CAUTION: Do not mix cleaning solutions, detergents or bleach together - adverse chemical reactions may result.~~

~~(5) Soak up the cleaning solution with absorbent materials, such as paper towels.~~

~~(6) Wash the area again with water.~~

~~(7) Have a trash bag on hand and immediately dispose of all materials used to clean the area. Normal methods of disposal are adequate.~~

~~(8) Use care when removing gloves and wash hands thoroughly with soap and water.~~

~~(c) Where a collision has occurred and persons have bleeding injuries, there is also potential for exposure. Operators who may be splattered by the blood of injured parties in the event of an accident should also have alcohol wipes available in the vehicle. Supervisors who may be involved in an evacuation of a bus or rail car will be supplied with disposable gloves.~~

~~(d)(a) Extreme caution must be used at an accident scene. There may be broken glass and jagged edges of metal. Supervisors should minimize contact with victims who have bleeding wounds; emergency medical technicians will generally be better protected against exposure in these situations.~~

~~(e)~~

~~All supervisors and employees who may conceivably be exposed to body fluids as described herein should be prepared for that possibility. This means that gloves and other supplies should be on hand and procedures in place set hat when the potential for exposure arises, unnecessary risks will not need to be taken. If there are any questions or further information required, see the supervisor or contact the Safety Department. (Res. 1989-122, Passed 10-17-89.)~~

630.10630.04 IMPLEMENTATION, PERIODIC REVIEW AND AMENDMENT.

(a) The General Manager, CEO is authorized to issue and make modifications to administrative procedures to implement this policy. In the event of a declared public health emergency, the General Manager, CEO is authorized to take action(s) necessary to protect employees and customers, subject to informing the Board within a reasonable time after such actions are taken.

(b) On an annual basis, the Board of Trustees approves the Public Transportation Agency Safety Plan through which the Authority sets forth its safety program for, among other safety related topics, infectious diseases.

~~(a)(c)~~ This chapter shall be reviewed—biannually—subject to review and revision by the Board of Trustees every three years to determine that adequate procedures exist which do not conflict with existing personnel procedures and it remains consistent with relevant laws and regulations.

~~(b)(d)~~ Amendments or revisions to these guidelines may be initiated by the General Manager/Secretary-Treasurer, CEO or by any member of the Board of Trustees.

(Res. 1989-122. Passed 10-17-89. Res. 2022-XXX. Passed 12-XX-22.)

Attachment B to Staff Summary

~~648.05—INFECTIOUS DISEASE.~~

~~(a) The Authority recognizes the impact of infectious diseases, including, but not limited to, Acquired Immune Deficiency Syndrome (AIDS), Methicillin Resistant Staph (MRSA), tuberculosis, and hepatitis. Infectious diseases pose significant legal, medical and social challenges. Consistent with State and Federal laws and requirements, the Authority will make every effort to educate, train and protect employees who may encounter the devastating effect of an infectious disease.~~

~~(b)—~~

~~For more information refer to the Exposure Control Plan SOP. (Res. 2001-119. Passed 8-21-01; Res. 2013-95. Passed 9-17-13.)~~

RESOLUTION NO. 2022-116

AMENDING CHAPTER 630 INFECTIOUS DISEASE POLICY AND REMOVING SECTION 648.05 INFECTIOUS DISEASE FROM THE CODIFIED RULES AND REGULATIONS OF THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY

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

WHEREAS, the Authority has conducted a review and determined that Chapter 630 Infectious Disease Policy should be updated to remove content that is already included in other policies and to relate the Authority's infectious disease policy to the Public Transportation Agency Safety Plan ("PTASP"); and

WHEREAS, the Authority has also determined that Section 648.05 should be removed, as it duplicates Personnel Policy 600.05.

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

Section 1. That Chapter 630 Infectious Disease Policy is hereby amended to read as specified in Attachment A hereto.

Section 2. That Section 648.05 is hereby removed. Personnel Policy 600.05 shall remain in full force and effect.

Section 3. That the Board of Trustees hereby waives the fourteen-day period provided for in Article XI, Section 2 of the Bylaws.

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

Attachment A – Chapter 630 Infectious Disease Policy

Adopted: December 20, 2022

President

Attest: _____
Secretary-Treasurer

Attachment A to Staff Summary

CHAPTER 630

Infectious Disease Policy

- 630.01 Purpose; scope.
- 630.02 Discrimination prohibited.
- 630.03 Rights of employees.
- 630.04 Periodic review and amendment.

CROSS REFERENCES

Nondiscrimination under federal grants and programs – see 29 U.S. Code §794

Nondiscrimination on the basis of disability in programs or activities receiving federal financial assistance – see 49 C.F.R. Part 27

Selling or donating contaminated blood - see Ohio R.C. 2927.13

Immunity of employer – see Ohio R.C. 3701.249

Spreading contagion - see Ohio R.C. 3701.81

Quarantine regulations - see Ohio R.C. 3707.04 et seq.

Greater Cleveland Regional Transit Authority Personnel Policy 600.05

Greater Cleveland Regional Transit Authority Personnel Procedure 1700.03

Greater Cleveland Regional Transit Authority Exposure Control Plan – SOP #10.8

Collective Bargaining Agreement between the Greater Cleveland Regional Transit Authority and the Fraternal Order of Police Ohio Labor Council, Inc.

Collective Bargaining Agreement between the Greater Cleveland Regional Transit Authority and the Amalgamated Transit Union, Local 268

630.01 PURPOSE; SCOPE.

The Authority recognizes that certain infectious diseases pose significant legal, medical and social concerns. In response to these concerns, and consistent with federal, state and local laws, requirements and guidance, the Authority will take proactive steps to protect the workplace in the event of an infectious disease outbreak. It is the goal of the Authority during any such time period to strive to operate effectively, continuously provide all essential services and maintain safety for employees and customers.

The Authority is committed to providing information about the nature and spread of infectious diseases, including symptoms and signs to watch for, as well as required steps to be taken in the event of an illness or outbreak.

It is the intention of the Authority to protect its employees and customers and ensure fair treatment of individuals impacted by infectious diseases.

(Res. 1989-122. Passed 10-17-89. Res. 2022-XXX. Passed 08-XX-22.)

630.02 DISCRIMINATION PROHIBITED.

The Authority prohibits employment discrimination against any employee afflicted with an infectious disease.

(Res. 1989-122. Passed 10-17-89.)

630.03 RIGHTS OF EMPLOYEES.

(a) The medical records of all employees shall remain confidential, except where disclosure is mandated by law.

(b) The identity of any infected employee shall not be revealed to the general public unless otherwise required by law.

(Res. 1989-122. Passed 10-17-89.)

630.04 IMPLEMENTATION, PERIODIC REVIEW AND AMENDMENT.

(a) The General Manager, CEO is authorized to issue and make modifications to administrative procedures to implement this policy. In the event of a declared public health emergency, the General Manager, CEO is authorized to take action(s) necessary to protect employees and customers, subject to informing the Board within a reasonable time after such actions are taken.

(b) On an annual basis, the Board of Trustees approves the Public Transportation Agency Safety Plan through which the Authority sets forth its safety program for, among other safety related topics, infectious diseases.

(c) This chapter shall be subject to review and revision by the Board of Trustees every three years to determine that it remains consistent with relevant laws and regulations.

(d) Amendments or revisions to these guidelines may be initiated by the General Manager, CEO or by any member of the Board of Trustees.

(Res. 1989-122. Passed 10-17-89. Res. 2022-XXX. Passed 12-XX-22.)



Greater Cleveland Regional Transit Authority
STAFF SUMMARY AND COMMENTS

TITLE/DESCRIPTION: APPROVAL OF THE AUTHORITY'S 2023 PUBLIC TRANSPORTATION AGENCY SAFETY PLAN (PTASP)	Resolution No.: 2022-117
	Date: December 15, 2022
	Initiator: Safety Department
ACTION REQUEST: <input type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 **PURPOSE/SCOPE:** This action will approve the Greater Cleveland Regional Transit Authority's ("Authority") 2023 Public Transportation Agency Safety Plan ("PTASP"). Under Federal Transit Administration ("FTA") regulations, the PTASP must be approved by the transit agency's governing board.
- 2.0 **DESCRIPTION/JUSTIFICATION:** The Authority's PTASP Labor Management Safety Committee has prepared a 2023 PTASP with updated performance targets to meet FTA requirements per 49 CFR Part 673. The PTASP is a risk and performance-based plan utilizing Safety Management System principles to describe safety processes and guide the Authority's activities in such areas as emergency preparedness, hazard reporting and management, safety training, and the promotion of safety to maintain a positive safety culture. The PTASP contains a requirement for annual updates and subsequent approvals from the Authority's Board of Trustees.

 On November 15, 2021, President Biden signed into law the Bipartisan Infrastructure Law, which created several changes to the PTASP requirements. These new PTASP requirements are required to be implemented into the Authority's current PTASP by December 31, 2022, and approved by the Authority's Board of Trustees. Additionally, the Bipartisan Infrastructure Law requires the PTASP to be developed and updated by a joint committee of half management, half labor representatives.
- 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 enable the Authority to comply with 49 CFR Part 673.
- 6.0 **ECONOMIC IMPACT:** Failure to adopt the resolution will result in failure to satisfy FTA's approval requirements which could cause the Authority to be out of compliance with grantee requirements and affect current and future funding.
- 7.0 **ALTERNATIVES:** Rejection of the resolution would impact and delay compliance with FTA regulations.
- 8.0 **RECOMMENDATION:** The PTASP was discussed by the Audit, Safety Compliance & Real Estate Committee at the December 6, 2022 Board of Trustees meeting. The Committee reviewed and referred the PTASP resolution to the full Board of Trustees for approval. It is recommended that the resolution be approved to satisfy FTA's requirements.

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. 2022-117

APPROVAL OF THE AUTHORITY'S 2023 PUBLIC TRANSPORTATION
AGENCY SAFETY PLAN ("PTASP")

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 ("the Authority"); and

WHEREAS, the Authority's 2023 Public Transportation Agency Safety Plan ("PTASP") will replace the Authority's 2022 PTASP; and

WHEREAS, under federal regulation, 49 CFR Part 673, the Federal Transit Administration ("FTA") has set forth requirements and guidelines for a PTASP; and

WHEREAS, President Biden signed the Bipartisan Infrastructure Law into law on November 15, 2021, updating and adding new requirements for a PTASP; and

WHEREAS, the Bipartisan Infrastructure Law requires the Authority to implement the new requirements for the PTASP by December 31, 2022; and

WHEREAS, as set forth in the federal regulation, the Authority's governing board is required to review and approve each transit agency's annual PTASP; and

WHEREAS, the Authority's PTASP Labor Management Safety Committee prepared the 2023 PTASP as a joint committee comprised equally of management and labor representatives; and

WHEREAS, on December 1, 2022, the PTASP was emailed to all members of the Board of Trustees; and

WHEREAS, on December 2, 2022, the Authority's PTASP Labor Management Safety Committee unanimously signed the 2023 PTASP; and

WHEREAS, on December 6, 2022, the Audit, Safety Compliance & Real Estate Committee considered the PTASP and recommended approval to the full 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 Authority's 2023 Public Transportation Agency Safety Plan ("PTASP"), which is in the form of the attachment hereto, is approved, and the General Manager, Chief Executive Officer is hereby authorized to submit the PTASP to the Ohio Department of Transportation for adoption and approval.

Section 2. That this resolution shall become effective immediately upon its adoption.

Attachment: 2023 Public Transportation Agency Safety Plan ("PTASP").

Adopted: December 20, 2022

President

Attest: _____
Secretary-Treasurer



Greater Cleveland Regional Transit Authority
STAFF SUMMARY AND COMMENTS

TITLE/DESCRIPTION: CONTRACT: MEMORANDUM OF UNDERSTANDING FOR PROPOSED PUBLIC SQUARE IMPROVEMENTS		Resolution No.: 2022-118
PARTIES: GROUP PLAN COMMISSION AND CITY OF CLEVELAND		Date: December 15, 2022
AMOUNT: NTE \$500,000.00		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 resolution seeks Board approval for a Memorandum of Understanding ("MOU") with the Group Plan Commission and the City of Cleveland for proposed improvements to Public Square.
- 2.0 DESCRIPTION/JUSTIFICATION: The MOU describes the roles and responsibilities of GCRTA, the Group Plan Commission and the City of Cleveland in the funding and coordination of the design and construction of improvements to Public Square.
- 3.0 PROCUREMENT BACKGROUND: Does not apply.
- 4.0 DBE/AFFIRMATIVE ACTION BACKGROUND: Does not apply.
- 5.0 POLICY IMPACT: Does not apply.
- 6.0 ECONOMIC IMPACT: The contribution under the MOU will be funded through the RTA Capital Fund, Engineering and Project Development Department budget, in an amount not to exceed \$500,000.00, from 100% local funds.
- 7.0 ALTERNATIVES: The GCRTA can refrain from entering into the MOU with the Group Plan Commission and the City of Cleveland.
- 8.0 RECOMMENDATION: The MOU was discussed with the Board of Trustees at the March 29, 2022 and December 6, 2022 Committee of the Whole meetings. It is recommended that the Board of Trustees approve the resolution authorizing the General Manager, Chief Executive Officer to execute the MOU with the Group Plan Commission and the City of Cleveland.
- 9.0 ATTACHMENTS: Attachment A - Draft Agreement

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

General Manager, Chief Executive Officer

**MEMORANDUM OF UNDERSTANDING
BY AND BETWEEN
THE GROUP PLAN COMMISSION
AND
THE CITY OF CLEVELAND
AND
THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
FOR
PUBLIC SQUARE IMPROVEMENTS**

THIS MEMORANDUM OF UNDERSTANDING ("MOU") is made as of this ____ day of _____, 2022 by and between the GROUP PLAN COMMISSION (the "Commission"), an Ohio nonprofit corporation, and the CITY OF CLEVELAND (the "City"), a municipal corporation and political subdivision duly organized and existing under the laws of the State of Ohio, and the GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY ("RTA"), a political subdivision of the State of Ohio duly organized and existing under the laws of the State of Ohio.

WHEREAS, the Commission was formed in 2010, in part, to physically transform Public Square and to assist in managing it as a public space and economic development driver for the benefit of the people of Cleveland and Cuyahoga County as well as for business and leisure visitors to the Central Business District of Cleveland; and

WHEREAS, the project to transform Public Square was completed in 2016; and

WHEREAS, in 2017, in response to stated safety and security concerns associated with major civic events at Public Square, the City installed concrete barriers along Superior Avenue and placed large planters and other barriers in and around Public Square to prevent vehicles from entering pedestrian walkways; and

DRAFT 11/30/2022

WHEREAS, the City and the Commission now desire to replace those temporary barriers with bollards and other permanent improvements to address the safety and security concerns, as well as to reduce the time and effort required by the City or the Commission for closing and reopening Superior Avenue at Public Square for major civic events; and

WHEREAS, the proposed improvements will benefit RTA's transit service and operations by: (i) reconstructing Superior Avenue to decrease the wear and tear on buses traversing Public Square; (ii) improving the signal timing through Public Square to enhance safety and expedite traversal of Public Square by RTA buses; (iii) developing an improved closure system to control traffic on Superior Avenue at both the east and west entrances to Public Square to reduce the time and disruption to transit service when closing and reopening Public Square for major civic events; and (iv) providing safe and convenient pedestrian circulation along and across Superior Avenue.

NOW THEREFORE, the Parties agree as follows:

ARTICLE I. GROUP PLAN COMMISSION RESPONSIBILITIES

1. The Commission shall raise funds from a variety of sources as required to complete the proposed Public Square Improvements. The proposed improvements and estimated costs are described in more detail in Attachment A, which shall be updated as design progresses.
2. The Commission shall coordinate with RTA and the City on the conceptual and detailed design of the proposed Public Square Improvements.
3. The Commission shall manage the design and construction of the Public Square Improvements, which may include managing the restoration of any areas that are disturbed by the work.
4. The Commission shall obtain all permits and approvals for the proposed Public Square Improvements.

5. The Commission's proposed reconfiguration and replacement of curb and pavement on Superior Avenue between West Roadway and East Roadway shall be designed to accommodate the current RTA operations and facilities, and to maintain a minimum twenty-six foot (26') face-of-curb to face-of-curb width at the center crosswalk location.
6. The Commission shall undertake all reasonable efforts to complete the various elements of the Public Square Improvements expeditiously and in a manner coordinated so as to minimize disruption to RTA transit operations. This will include:
 - a) Completing all work impacting RTA transit operations on Superior Avenue within a single period, during which Superior Avenue can be fully closed, which shall not exceed sixty (60) days;
 - b) Completing all work impacting RTA transit operations on the Perimeter Roads (which are, collectively, Rockwell Avenue and East, South and West Roadways) within a separate period, which shall not exceed thirty (30) days; and,
 - c) The Superior Avenue work and the Perimeter Roads work will not be performed concurrently, though the choice of which is performed first will be at the discretion of the Commission and its Design/Builder.
7. In the event that sufficient funds are not raised to complete the entire project, the Commission will complete the following work items which have a direct transit purpose:
 - a) the reconfiguration and replacement of curb and pavement on Superior Avenue;
 - b) the traffic signal reworking on Superior Avenue;
 - c) the procurement of an improved closure system for Superior Avenue for the closing and reopening of transit service through Public Square; and,
 - d) an improved pedestrian crossing treatment across Superior Avenue in the center of Public Square.

ARTICLE II. CITY OF CLEVELAND RESPONSIBILITIES

1. The City shall contribute One Million Five Hundred Thousand Dollars and No Cents (\$1,500,000.00) to the Commission as provided in City Ordinance No. 242-2022, Passed by Council on April 28, 2022.
2. The City acknowledges that public transit is a top tier use of Public Square, and that the Federal Transit Administration-funded Transit Zone encompasses Public Square including Superior Avenue. Further, the City agrees that RTA transit operations and waiting areas will continue to be located on Public Square, including bus traffic on Superior Avenue and on the Perimeter Roads around Public Square on an ongoing basis. This commitment will extend indefinitely, notwithstanding the term otherwise stated for this Memorandum of Understanding, unless otherwise mutually agreed by the Parties.
3. The City shall coordinate with RTA and the Group Plan Commission on the reworking of the traffic signal on the central crossing of Superior Avenue and the conceptual and detailed design as part of the proposed Public Square Improvements.
4. The City shall conduct a traffic study to determine feasibility and cost of upgrading traffic signals, adjusting travel lanes, and/or adding bike facilities around Public Square to improve safety and level of service around Public Square. This study and any recommendations for the Perimeter Roads around Public Square would be a separate project from the proposed Public Square Improvements included in this agreement.
5. The City shall coordinate with RTA and the Group Plan Commission in the construction of the proposed Public Square Improvements and to minimize disruption to transit operations, including all reasonable efforts to support completion of the various elements of work expeditiously and in accordance with the time frames provided in Article I. Section 6.

6. The City shall enforce all traffic, parking, standing and stopping restrictions around the perimeter of Public Square during the closure of Superior Avenue to mitigate the disruption to transit operations.

ARTICLE III. RTA RESPONSIBILITIES

1. RTA shall promptly review the proposed plans, specifications, schedules, and estimates for the Public Square Improvements and promptly address any requests for input or response from the Commission or City to adhere to a project schedule to be provided by the Commission.
2. RTA shall allow for a limited full closure of Superior Avenue between West Roadway and East Roadway to ease the reconfiguration and replacement of curb and pavement, the installation of site bollards, the reworking of traffic signals, the addition of the improved closure system and other work items along Superior Avenue to minimize the construction costs and the project's impact to RTA operations during construction.
3. RTA shall coordinate with the Commission and the City to ease construction of the proposed improvements and to minimize disruption to transit operations.
4. RTA shall contribute an amount not to exceed Five Hundred Thousand Dollars and No Cents (\$500,000.00) towards the proposed Public Square Improvements, on the schedule and conditions stated in Article V. herein.
5. RTA shall not be responsible or liable in any manner for the design or construction of the Public Square Improvements, the restoration of the work areas, or for any damage to persons or property caused or resulting from the project.

ARTICLE IV. TERM

The term of this Memorandum of Understanding begins on the date first written above and will continue for a period of two (2) years or until project close-out, whichever occurs sooner, unless sooner terminated or superseded by mutual agreement of the Parties.

ARTICLE V. RTA CONTRIBUTION SCHEDULE AND CONDITIONS

RTA will make contributions to the Group Plan Commission on the following conditions and schedule:

1. Upon certification by the Commission that ninety-five percent of the funds for the work items in Article I. Section 7 have been raised, and that the design and specification process has advanced to the point where ordering long-lead time material required for said work items is appropriate, then RTA will advance sixty percent (60%) of its agreed contribution for the express purpose of ordering long lead-time materials needed for those work items.
2. Upon commencement of physical construction of the work items in Article I. Section 7 by the Commission's Design/Builder, RTA will pay the remaining balance of its agreed contribution.

ARTICLE VI. MISCELLANEOUS

1. This Memorandum of Understanding may be executed in counterparts, each of which will be deemed an original. This Memorandum of Understanding sets forth the current understanding of the Parties with respect to the subject matter hereof.
2. This Memorandum of Understanding may only be amended or supplemented by a written document signed by authorized representatives of the Parties. No representation or warranty is binding on any Party unless in writing in this Memorandum.
3. This Memorandum of Understanding does not create any agency, partnership, co-partnership or joint venture relationship between the Parties. Nothing contained or implied in this Memorandum of Understanding is intended to confer upon any person or entity, other than the named Parties, any right or remedy under or by reason of this Memorandum.

DRAFT 11/30/2022

IN WITNESS WHEREOF, the Parties have executed this Memorandum of Understanding as of the date first written above.

GROUP PLAN COMMISSION

By: _____
Sanaa E. Julien
Chief Executive Officer

CITY OF CLEVELAND

By: _____
Frank Williams
Director of Public Works

Approved as to form:

Mark Griffin
Director of Law

By: _____
Richard Bertovich
Chief Assistant Director of Law

THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY

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

Approved as to legal form and correctness:

By: _____
Janet E. Burney, General Counsel
Deputy General Manager for Legal Affairs

9,700 GSF
9,700 GSF

New Construction
Building Total

DESCRIPTION	QUANTITY	UNIT	UNIT COST	ESTIMATED COST	TOTAL COST	RIATIFIABLE COSTS
			COST / SF	ESTIMATED COST	% OF COST	RFA COSTS
BUILDING SYSTEM	9,700	GSF				
Sitework			295.99	\$2,871,072	83.38%	\$1,473,000
Demolition			0.90	\$8,758	0.25%	\$1,004
SUBTOTAL			296.89	\$2,879,830	83.63%	\$1,474,004
Design & Bidding Contingency (7%)	7.00%		20.78	\$201,588	5.85%	\$103,180
CM Construction Contingency (3%)	3.00%		9.53	\$92,443	2.68%	\$47,316
Cost Escalation				\$0	0.00%	\$0
General Conditions/Construction Staffing			6.82	\$66,192	1.92%	\$33,880
General Liability Insurance	1.15%		3.84	\$37,261	1.08%	\$0
Builder's Risk Insurance	0.06%		0.20	\$1,966	0.06%	\$0
CM Fee	5.00%		16.90	\$163,964	4.76%	\$82,919
TOTAL PROBABLE CONSTRUCTION ESTIMATE			35.497	\$3,479,227	100.00%	\$1,741,298

INDEPENDENCE CONSTRUCTION

GROUP PLAN COMMISSION
CLEVELAND PUBLIC SQUARE
BOLLARD RENOVATION
CONCEPTUAL ESTIMATE
DRAFT ONLY
UPDATED: 12/1/2022

New Construction
Building Total

9,700 GSF
9,700 GSF

DESCRIPTION	QUANTITY	UNIT	UNIT COST	ESTIMATED COST	TOTAL COST	HAZARDOUS COSTS
1 NETWORK					\$2,874,072	\$1,473,000
2						
3 Miscellaneous Management Costs					\$50,000	\$50,000
5						
6 Site Set Up					\$10,900	\$0
13						
14 Erosion Control					\$3,500	\$0
26						
27 Site Demolition					\$0	\$0
29						
30 Earthwork					\$0	\$0
38						
39 Water					\$0	\$0
50						
51 Storm Sewer					\$0	\$0
64						
65 Sanitary Sewer					\$0	\$0
76						
77 Natural Gas					\$0	\$0
80						
81 Site Electrical					\$100,000	\$100,000
89						
90 Site Lighting					\$0	\$0
96						
97 New Phone & Cable Service					\$0	\$0
99						
100 Plaza Paving, Concrete & Site walls					\$2,683,672	\$1,310,000
118						
119 Asphalt Paving					\$13,000	\$13,000
127						
128 Landscaping & Site Amenities					\$10,000	\$0
134						
DEMOLITION					\$9,758	\$1,004
135						
136						
137 Demolition					\$8,758	\$1,004
151						

RESOLUTION 2022-118

AUTHORIZING A MEMORANDUM OF UNDERSTANDING WITH THE GROUP PLAN COMMISSION AND THE CITY OF CLEVELAND FOR PROPOSED PUBLIC SQUARE IMPROVEMENTS IN AN AMOUNT NOT TO EXCEED \$500,000.00

WHEREAS, the Greater Cleveland Regional Transit Authority ("GCRTA") is seeking to enter into a Memorandum of Understanding ("MOU") with the Group Plan Commission and the City of Cleveland governing their respective roles and responsibilities for proposed improvements to Public Square; and

WHEREAS, the Group Plan Commission was formed, in part, to physically transform Public Square and to assist in managing it as a public space and economic development driver for the benefit of the people of Cleveland and Cuyahoga County as well as for business and leisure visitors to the Central Business District of Cleveland; and

WHEREAS, the project to transform Public Square was completed in 2016; and

WHEREAS, in 2017, in response to stated safety and security concerns associated with major civic events at Public Square, the City of Cleveland installed temporary barriers, planters and other elements in and around Public Square to prevent vehicles from entering pedestrian walkways; and

WHEREAS, since 2018, GCRTA, the City of Cleveland and the Group Plan Commission have been collaborating in an effort to replace the temporary structures with permanent improvements to address the safety and security concerns, as well as to simplify the work effort required for closing and reopening Superior Avenue at Public Square for major civic events; and

WHEREAS, the Group Plan Commission is preparing the design and construction documents for the permanent improvements to Public Square; and

WHEREAS, the Group Plan Commission is raising funds from a variety of sources in order to complete these improvements; and

WHEREAS, the City of Cleveland, in City Ordinance No. 242-2022, passed by Council on April 28, 2022, has committed to contributing \$1,500,000.00 to the Group Plan Commission for these improvements; and

WHEREAS, the proposed improvements will benefit GCRTA's transit service and operations by: (1) reconstructing Superior Avenue to decrease wear and tear on buses traversing Public Square; (2) improving the signal timing through Public Square to enhance safety and expedite traversal of Public Square by buses; (3) developing an improved closure system to control traffic on Superior Avenue at both the east and west entrances to Public Square for major civic events; and (4) providing safe and convenient pedestrian circulation along and across Superior Avenue; and

WHEREAS, the General Manager, Chief Executive Officer deems it to be in the best interest of GCRTA to contribute \$500,000.00 toward the Public Square improvements 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 General Manager, Chief Executive Officer of GCRTA be and is hereby authorized to enter into a Memorandum of Understanding with the Group Plan Commission and the City of Cleveland to design and construct improvements to Public Square.

Section 2. That GCRTA's offer to contribute an amount not to exceed \$500,000.00 to the Group Plan Commission to design and construct the proposed improvements to Public Square is hereby adopted and authorized by the Board of Trustees.

Section 3. That said contribution shall be payable from the RTA Capital Fund, Engineering & Project Development Department budget, from 100% local funds, in an amount not to exceed \$500,000.00.

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

Adopted: December 20, 2022

President

Attest: _____

Secretary-Treasurer



Greater Cleveland Regional Transit Authority
STAFF SUMMARY AND COMMENTS

TITLE/DESCRIPTION: SUPPORTING THE FILING OF A GRANT APPLICATION WITH THE FEDERAL TRANSIT ADMINISTRATION THROUGH THE INFRASTRUCTURE INVESTMENT AND JOBS ACT FOR THE REPLACEMENT OF RAIL VEHICLES	Resolution No.: 2022-119
	Date: December 15, 2022
	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 resolution will allow the Greater Cleveland Regional Transit Authority ("GCRTA") to submit a grant application through the Infrastructure Investment and Jobs Act ("IIJA") through the Federal Transit Administration for the replacement of rail vehicles.
- 2.0 DESCRIPTION/JUSTIFICATION: The GCRTA has a need to replace its rail vehicles, which are over their useful life. The GCRTA receives Federal Formula Funding through the Federal Transit Administration for State of Good Repair Formula Grant Funds (Section 5337). The IIJA has a competitive grant available for the Rail Vehicle Replacement Program to help fund capital projects to replace rail rolling stock. Eligible recipients are state and local government authorities in urbanized areas ("UZAs") that are eligible for State of Good Repair Formula Funding (Section 5337).
- 3.0 PROCUREMENT BACKGROUND: Does not apply.
- 4.0 AFFIRMATIVE ACTION / DBE BACKGROUND: Does not apply.
- 5.0 POLICY IMPACT: The action is consistent with the policy stated at Section 460.04 (d) of the Codified Rule and Regulations of the Greater Cleveland Regional Transit Authority to take advantage of all available State and Federal Grant programs, including State of Ohio Urban Transit Program grants and Federal Highway Administration Programs, as well as the programs of the Federal Transit Administration.
- 6.0 ECONOMIC IMPACT: Funding available through the Federal Transit Administration may be up to 50% of the total project cost. Local match funding has been set aside through the Reserve Fund for Rolling Stock. As of November 30, 2022, \$61,676,406 has been set aside for Rolling Stock replacement, specifically for the rail vehicles. An additional \$10,000,000 is budgeted for 2023 and planned for future fiscal years 2024 and 2025 for the Rolling Stock Reserve Fund.
- 7.0 ALTERNATIVES: Do not submit this grant application. This would exclude the Authority from utilizing funding available through the Federal Transit Administration for the rail vehicle project.
- 8.0 RECOMMENDATION: It is recommended that the resolution asking for the support of the Board of Trustees 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. 2022-119

SUPPORTING THE FILING OF A GRANT APPLICATION WITH THE FEDERAL TRANSIT ADMINISTRATION THROUGH THE INFRASTRUCTURE INVESTMENT AND JOBS ACT FOR THE REPLACEMENT OF RAIL VEHICLES

WHEREAS, the Greater Cleveland Regional Transit Authority ("GCRTA") receives Federal Formula Grant Funding for Section 5337 for State of Good Repair; and

WHEREAS the Board established a Rolling Stock Reserve Fund to provide the local matching funds for this grant; and

WHEREAS, the Federal Transit Administration as made funds available through the Infrastructure Investment and Jobs Act ("IIJA") (49 U.S.C. 5337) for a Rail Vehicle Replacement Program; and

WHEREAS, eligible recipients for the Rail Vehicle Replacement Program are state and local government authorities in urbanized areas (UZAs) that are eligible for State of Good Repair Formula Funding (Section 5337); and

WHEREAS, the Greater Cleveland Regional Transit Authority is the primary transit operator in Cuyahoga County; and

WHEREAS, the GCRTA provides transit service and observes all federal and state rules under all Federal and State of Ohio programs; and

WHEREAS, the GCRTA is in the Procurement process of replacing its rail vehicles; and

WHEREAS, the GCRTA will be filing a grant application for the replacement of the rail vehicles through the IIJA Rail Vehicle Replacement Program; and

WHEREAS, as of November 30, 2022, the GCRTA has set aside \$61,676,406 of local match funding for the rail vehicle replacement program; and

WHEREAS, the GCRTA has budgeted to set aside an additional \$10,000,000 of local match funding in fiscal year 2023 and plans to set aside \$10,000,000 for future fiscal years 2024 and 2025 for the rolling stock reserve fund.

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 applications, as required, and to execute contracts on behalf of the Greater Cleveland Regional Transit Authority with the Federal Transit Administration for financial assistance.

Section 2. That the General Manager, Chief Executive Officer of the Greater Cleveland Regional Transit Authority is authorized to accept the funds resulting from the Federal Transit Administration financial assistance programs.

Section 3. That, in the absence of the General Manager, Chief Executive Officer the Acting General Manager, Chief Executive Officer of the Greater Cleveland Regional Transit Authority is hereby authorized to perform any and all of the above-described functions.

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

Adopted: December 20, 2022

President

Attest: _____
Secretary-Treasurer



THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
 REPORT OF CASH RECEIVED COMPARED TO PRIOR YEAR - GENERAL FUND
 FOR THE PERIOD ENDED NOVEMBER 30, 2022 AND NOVEMBER 30, 2021

	CURRENT MONTH	PRIOR YR MONTH	\$	VARIANCE	% CHANGE	CURRENT % OF TOTAL	2022 YTD	2021 YTD	VARIANCE	% CHANGE	CURRENT % OF TOTAL	
PASSENGER FARES:												
CASH FARES	\$ 812,901	\$ 755,282	\$ 57,619	7.63%	3.50%		\$ 9,053,749	\$ 8,171,332	\$ 882,417	10.80%	2.60%	
PASS/TICKET SALES	610,287	657,899	\$ 173,383	37.65%	2.71%		5,899,866	\$ 5,357,060	\$ 542,796	9.01%	1.68%	
CMISO - STUDENT PARICARIS	17,686	480,802	\$ (463,116)	(96.32%)	0.06%		4,394,016	3,244,731	\$ 1,149,275	-	1.85%	
U-PASS	-	241,000	\$ (241,000)	(100.00%)	0.00%		2,533,746	1,220,568	\$ 1,313,177	-	0.72%	
MOBILE TICKETING	532,968	396,037	\$ 142,931	36.62%	2.39%		4,538,431	3,508,235	\$ 1,030,196	16.13%	1.92%	
SUBTOTAL PASSENGER FARES	1,993,842	2,325,000	\$ (331,158)	(14.24%)	8.56%		26,339,811	19,806,570	\$ 6,533,237	32.99%	7.87%	
OPERATING SUBSIDIES:												
SALES & USE TAX	21,021,805	20,378,433	\$ 69,452	3.43%	90.45%		232,198,496	218,509,012	\$ 13,689,484	6.26%	66.34%	
SUBTOTAL OPERATING SUBSIDIES	21,021,805	20,378,433	\$ 69,452	3.43%	90.45%		232,198,496	218,509,012	\$ 13,689,484	6.26%	66.34%	
OTHER REVENUE:												
ADVERTISING/CONCESSIONS/COMMISSIONS	8,667	11,180	\$ (2,513)	(22.48%)	0.04%		2,044,744	687,501	\$ 1,357,243	-	0.59%	
TRAINING RIGHTS/LESS-COMMISSIONS	-	-	\$ -	-	0.00%		416,863	397,224	\$ 19,639	4.96%	0.12%	
RENTAL INCOME	27,954	32,571	\$ 5,384	24.85%	0.12%		287,153	327,040	\$ 39,887	(12.20%)	0.38%	
INTEREST INCOME	116,170	8,068	\$ 118,102	-	0.54%		639,195	91,027	\$ 548,168	-	0.18%	
OTHER	3,657	15,512	\$ (11,855)	(81.00%)	0.02%		222,364	291,662	\$ 69,298	(31.70%)	0.06%	
SUBTOTAL OTHER REVENUE	186,488	67,331	\$ 119,157	182.87%	0.72%		3,650,418	1,788,454	\$ 1,861,965	189.65%	1.04%	
REIMBURSEMENTS AND OTHER SOURCES OF CASH:												
FUEL/CG/PROPANE TAX REFUNDS	-	196,434	\$ (196,434)	-	0.00%		1,393,496	1,351,976	\$ 41,520	3.07%	0.40%	
GRANT REIMBURSEMENT (FEDERAL, STATE, LOCAL MATCH)	2,300	-	\$ 2,300	-	0.01%		54,483	281,335	\$ (227,852)	(80.70%)	0.02%	
PERCENTILE MAINTENANCE (FEDERAL, STATE, LOCAL MATCH)	-	810,735	\$ (810,735)	-	0.00%		344,112	6,622,094	\$ (6,277,982)	(96.01%)	0.10%	
FEDERAL OPERATING ASSISTANCE	-	81,412	\$ (81,412)	-	0.00%		3,063,912	1,404,783	\$ 1,659,129	(24.20%)	0.31%	
MISCELLANEOUS RECEIPTS	57,116	59,317	\$ (2,201)	(3.71%)	0.25%		3,632,955	2,433,005	\$ 1,200,411	(52.90%)	0.47%	
FEDERAL CARES ACT	-	-	\$ -	-	0.00%		-	-	\$ -	-	0.00%	
FEDERAL CARES ACT	-	-	\$ -	-	0.00%		-	-	\$ -	-	0.00%	
FEDERAL APP	-	-	\$ -	-	0.00%		81,293,421	67,416,466	\$ 13,876,955	68.30%	23.16%	
COVID VOUCHER - VOLUNTEER REIMBURSEMENT	-	-	\$ -	-	0.00%		-	-	\$ -	-	0.00%	
SUBTOTAL REIMBURSEMENTS AND OTHER SOURCES OF CASH	59,506	1,157,998	\$ (1,098,492)	(94.86%)	0.26%		85,782,638	136,325,748	\$ (50,543,709)	(37.10%)	24.85%	
TOTAL CASH RECEIVED - GENERAL FUND	\$ 13,942,681	\$ 14,871,672	\$ (928,991)	(6.25%)	100.00%		\$ 247,930,771	\$ 276,431,734	\$ (28,500,963)	(10.31%)	100.00%	



THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
 REPORT OF CASH RECEIVED COMPARED TO BUDGET - GENERAL FUND
 FOR THE PERIOD ENDED NOVEMBER 30, 2022

	BUDGET MONTH	CURRENT MONTH	VARIANCE	% CHANGE	CURRENT % OF TOTAL	2022 YTD BUDGET	2022 YTD	VARIANCE	% CHANGE	CURRENT % OF TOTAL
PASSENGER FARES:										
CASIR FARES	\$ 600,000	\$ 812,900	\$ 212,900	35.48%	3.06%	\$ 7,350,000	\$ 9,953,749	\$ 2,603,749	35.57%	3%
PASS/CKET SALES	500,000	630,287	130,287	26.06%	1.71%	6,412,357	5,639,656	(772,691)	(12.99%)	1.68%
CRSD- STUDENT/FACARDS	1,000	17,686	16,686	-	0.06%	95,000	4,399,036	4,299,036	4.52%	1.26%
U-PASS	-	-	-	-	0.00%	840,000	2,513,745	1,671,745	19.78%	0.72%
MOBILE TICKETING	594,129	532,952	(61,161)	(10.28%)	1.26%	5,084,541	4,538,431	(546,110)	(10.74%)	1.30%
SUBTOTAL PASSENGER FARES	1,695,129	1,993,842	298,713	17.62%	4.53%	18,782,898	20,339,617	1,556,719	8.29%	7.57%
OPERATING SUBSIDIES:										
SALES & USE TAX	20,252,377	21,022,885	770,508	3.81%	90.15%	222,397,607	232,198,456	9,800,849	4.41%	66.74%
SUBTOTAL OPERATING SUBSIDIES	20,252,377	21,022,885	770,508	3.81%	90.45%	222,397,607	232,198,456	9,800,849	4.41%	66.74%
OTHER REVENUE:										
ADVERTISING/CONCESSIONS/COMMISSIONS	32,000	4,667	(27,333)	(85.73%)	0.04%	481,000	2,246,714	1,564,714	32.52%	0.59%
TRAINING RIGHTS LESS COMMISSIONS	-	-	-	-	0.00%	494,691	416,863	(77,828)	(15.73%)	0.12%
RENTAL INCOME	106,000	37,954	(68,046)	(64.20%)	0.12%	550,000	282,353	(267,647)	(48.66%)	0.08%
INTEREST INCOME	35,000	128,170	93,170	280.46%	0.56%	555,000	638,295	83,295	15.01%	0.18%
OTHER	50,000	1,057	(48,943)	(97.88%)	0.02%	790,000	222,364	(567,636)	(71.85%)	0.06%
SUBTOTAL OTHER REVENUE	197,000	166,448	(30,552)	(15.51%)	0.72%	1,866,693	3,610,419	1,743,726	93.46%	1.04%
REIMBURSEMENTS AND OTHER SOURCES OF CASH:										
FUELING/PROPANE TAX REFUNDS	100,000	-	(100,000)	(100.00%)	0.00%	2,000,000	1,333,496	(666,504)	(33.33%)	0.40%
GRANT REIMBURSEMENT (FEDERAL, STATE, LOCAL MATCH)	20,000	2,390	(17,610)	(88.05%)	0.01%	495,000	54,483	(440,517)	(89.01%)	0.02%
PREVENTIVE MAINTENANCE (FEDERAL, STATE, LOCAL MATCH)	-	-	-	-	0.00%	800,000	346,112	(453,888)	(56.47%)	0.10%
FEDERAL OPERATING ASSISTANCE	-	-	-	-	0.00%	-	1,063,932	1,063,932	100.00%	0.13%
MISCELLANEOUS RECEIPTS	50,000	57,116	7,116	14.23%	0.25%	540,000	1,532,595	992,595	183.81%	0.47%
FEDERAL CARES ACT	-	-	-	-	0.00%	-	-	-	-	0.00%
FEDERAL CARES ACT	-	-	-	-	0.00%	-	-	-	-	0.00%
FEDERAL CARES ACT	-	-	-	-	0.00%	-	-	-	-	0.00%
COVID VACCINE - WOLSTEIN CTR REIMBURSEMENT	-	-	-	-	0.00%	81,999,133	21,293,421	(60,705,712)	(25.78%)	23.36%
SUBTOTAL REIMBURSEMENTS AND OTHER SOURCES OF CASH	170,000	59,506	(110,494)	(64.99%)	0.25%	85,064,323	85,782,028	717,705	0.84%	0.09%
TOTAL CASH RECEIVED - GENERAL FUND	\$ 22,313,506	\$ 23,242,664	\$ 929,158	4.16%	100.00%	\$ 330,124,531	\$ 347,930,771	\$ 17,806,240	5.39%	100.00%

**GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
SALES AND USE TAXES
ACTUAL RECEIPTS THROUGH DECEMBER 2022**

MONTH RECEIVED	2020 ACTUAL	2021 ACTUAL	2022 ESTIMATE	2022 ACTUAL	2022 VERSUS 2021 MONTHLY		2020 YTD ACTUAL	2021 YTD ACTUAL	2022 YTD ESTIMATE	2022 YTD ACTUAL	2022 VERSUS 2021 YTD %	
					MONTH % CHANGE	ACTUAL VERSUS 2021 MONTHLY ESTIMATE					CHANGE	ESTIMATE
JANUARY	\$18,303,734	\$18,510,754	\$18,860,969	\$20,884,157	12.82%	10.61%	\$18,303,734	\$18,510,754	\$18,880,569	\$20,884,157	12.82%	10.61%
FEBRUARY	\$18,450,264	\$17,982,308	\$18,341,954	\$19,659,024	9.32%	7.18%	\$36,753,988	\$35,493,063	\$37,222,923	\$40,543,181	11.10%	8.92%
MARCH	\$21,219,411	\$20,664,587	\$21,077,879	\$23,821,641	15.28%	13.02%	\$57,973,409	\$57,157,650	\$58,300,802	\$64,364,822	12.61%	10.40%
APRIL	\$16,460,465	\$16,791,242	\$17,127,067	\$18,479,425	10.05%	7.90%	\$74,433,873	\$73,948,892	\$75,427,669	\$82,844,246	12.03%	9.83%
MAY	\$15,293,102	\$17,263,726	\$17,606,001	\$18,179,582	5.31%	3.24%	\$89,726,976	\$91,212,618	\$93,036,870	\$101,023,828	10.76%	8.56%
JUNE	\$15,926,194	\$21,214,064	\$21,638,345	\$22,878,424	6.90%	4.81%	\$105,663,189	\$112,426,682	\$114,675,215	\$123,702,252	10.03%	7.87%
JULY	\$13,364,639	\$20,766,582	\$21,181,914	\$22,245,190	7.12%	5.02%	\$119,017,808	\$133,193,263	\$135,857,129	\$145,947,442	9.58%	7.43%
AUGUST	\$17,532,128	\$21,522,576	\$21,853,028	\$22,004,701	2.24%	0.24%	\$136,549,937	\$154,715,839	\$157,810,157	\$167,952,143	8.56%	6.43%
SEPTEMBER	\$19,653,853	\$21,976,295	\$22,415,821	\$20,718,943	(5.72%)	(7.57%)	\$156,203,790	\$176,692,135	\$180,225,978	\$188,671,086	6.78%	4.69%
OCTOBER	\$18,570,261	\$21,490,445	\$21,920,254	\$22,504,525	4.72%	2.67%	\$174,774,050	\$198,182,580	\$202,146,232	\$211,175,612	6.56%	4.47%
NOVEMBER	\$17,091,363	\$20,326,433	\$20,251,377	\$21,022,885	3.43%	3.81%	\$191,865,413	\$218,508,013	\$222,397,609	\$232,198,497	6.26%	4.41%
DECEMBER	\$18,282,055	\$20,832,735	\$20,588,441	\$22,755,868	9.23%	10.53%	\$210,147,488	\$239,341,749	\$242,988,050	\$254,954,365	6.52%	4.93%
TOTAL	\$210,147,468	\$239,341,749	\$242,988,050	\$254,954,365								

Summary:

Month

9.23% (\$1,923,133) higher than December 2021 Actual
10.53% (\$2,167,427) higher than December 2022 estimate

YTD

6.52% (\$15,612,616) higher than 2021 Actual
4.93% (\$11,968,315) higher than 2022 estimate

**GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
REPORT ON INVESTMENT EARNINGS (CASH BASIS)
NOVEMBER 2022**

**BOND RETIREMENT FUND
HUNTINGTON MONEY MARKET**

\$25,128.73
\$25,128.73
\$77,772.12
\$40,970.04

NOVEMBER 2022
2022 YEAR TO DATE
2021 YEAR TO DATE

GENERAL FUND

HUNTINGTON-SALES TAX ACCOUNT
STAROHIO
KEY BANK SWEEP ACCOUNT
US TREASURY NOTE
FNMA
FHLB
PNC CUSTODY ACCOUNT
MERCHANT ACCOUNT-KEY BANK SWEEP ACCOUNT

\$904.85
\$40,145.06
\$3,420.31
\$17,224.38
\$3,821.66
\$57,615.11
\$2,877.18
\$160.95
\$126,169.50
\$639,294.77
\$91,027.38

NOVEMBER 2022
2022 YEAR TO DATE
2021 YEAR TO DATE

**INSURANCE FUND
STAROHIO**

\$15,579.06
\$15,579.06
\$82,513.53
\$15,455.11

NOVEMBER 2022
2022 YEAR TO DATE
2021 YEAR TO DATE

**LAW ENFORCEMENT FUND
KEY BANK SWEEP ACCOUNT
STAROHIO**

\$5.56
\$439.07
\$444.63
\$984.74
\$37.62

NOVEMBER 2022
2022 YEAR TO DATE
2021 YEAR TO DATE

**GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
REPORT ON INVESTMENT EARNINGS (CASH BASIS)
NOVEMBER 2022**

LOCAL MATCH FUND
STAROHIO-LOCAL MATCH
FHLMC
KEY BANK SWEEP ACCOUNT

\$212,564.25
\$152,500.00
\$673.11
\$365,737.36
\$1,386,834.84
\$109,528.49

NOVEMBER 2022
2022 YEAR TO DATE
2021 YEAR TO DATE

PENSION FUND
STAROHIO
KEY BANK SWEEP ACCOUNT

\$3,773.67
\$22.78
\$3,796.45
\$16,636.48
\$921.47

NOVEMBER 2022
2022 YEAR TO DATE
2021 YEAR TO DATE

EMPLOYEE ACTIVITY ACCOUNT
KEY BANK MONEY MARKET

\$19.51
\$19.51
\$41.02
\$11.71

NOVEMBER 2022
2022 YEAR TO DATE
2021 YEAR TO DATE

RTA CAPITAL FUND
KEY BANK SWEEP ACCOUNT

\$395.24
\$395.24
\$140,997.98
\$3,853.37

NOVEMBER 2022
2022 YEAR TO DATE
2021 YEAR TO DATE

**GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
REPORT ON INVESTMENT EARNINGS (CASH BASIS)
NOVEMBER 2022**

RESERVE FUND		
STAROHIO		\$210,327.74
FNMA		\$2,428.34
FHLB		\$21,829.33
US TREASURY NOTE		\$1,525.62
KEY BANK SWEEP ACCOUNT		\$400.33
	NOVEMBER 2022	\$236,511.36
	2022 YEAR TO DATE	\$1,053,705.63
	2021 YEAR TO DATE	\$115,820.66
TOTAL ALL FUNDS	NOVEMBER 2022	\$773,781.84
	2022 YEAR TO DATE	\$3,398,781.11
	2021 YEAR TO DATE	\$377,625.85

INTEREST RECEIVED (CASH BASIS)	NOVEMBER	2022 YEAR TO DATE
ACCRUED INTEREST:	\$773,782	\$3,398,781
BEGINNING:	(\$1,505,115)	(\$123,554)
ENDING:	\$1,592,950	\$1,592,950
INTEREST INCOME EARNED:	\$861,617	\$4,868,178
AVERAGE INVESTMENT BALANCE (COST):	\$369,046,114	\$334,224,844
AVERAGE YIELD ON INVESTMENTS:	<u>3.24%</u>	<u>1.57%</u>

**GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
INVENTORY OF TREASURY INVESTMENTS
AS OF NOVEMBER 30, 2022**

FUND	PURCHASE DATE	MATURITY DATE	INSTRUMENT	INSTITUTION	TERM DAYS	TOTAL PRINCIPAL	ACCRUED INTEREST	AVERAGE DAYS TO MATURITY	AVERAGE YIELD
BOND RETIREMENT FUND	11/30/2022	12/1/2022	MONEY MARKET	HUNTINGTON BANK	1	\$14,508,895	\$0	1	3.39%
TOTAL BOND RETIREMENT FUND						\$14,508,895	\$0		3.13%
GENERAL FUND	11/30/2022	12/1/2022	MERCHANT ACCT-KEY MMKT	KEY BANK	1	\$113,602	\$0	1	0.35%
	3/1/2021	3/1/2024	FFCB	STIFEL NICOLAUS	1095	\$4,997,500	\$8,507	547	0.25%
	9/30/2021	9/30/2024	FHLB	STIFEL NICOLAUS	1095	\$3,000,000	\$11,638	758	0.57%
	1/27/2022	1/27/2025	FHLB	STIFEL NICOLAUS	1095	\$3,000,000	\$30,700	879	1.20%
	4/22/2002	4/22/2025	FHLB	STIFEL NICOLAUS	1095	\$3,000,000	\$9,500	964	3.00%
	6/27/2022	6/27/2025	FHLB	STIFEL NICOLAUS	1095	\$8,167,887	\$118,618	1029	3.33%
	10/24/2022	10/24/2025	FHLB	STIFEL NICOLAUS	1095	\$5,000,000	\$27,708	1087	5.25%
	11/30/2022	12/1/2022	STAR OHIO	STATE OF OHIO	1	\$14,417,965	\$0	1	3.88%
	11/30/2022	12/1/2022	EMPLOYEE ACTIVITY FUND	KEY BANK	1	\$69,712	\$0	1	0.35%
	11/30/2022	12/1/2022	PNC CUSTODY ACCOUNT	PNC BANK	1	\$255,977	\$0	1	3.67%
	11/30/2022	12/1/2022	SALES TAX ACCOUNT	HUNTINGTON BANK	1	\$12,660	\$0	1	3.39%
	11/30/2022	12/1/2022	KEY ECR	KEY BANK	1	\$8,206,988	\$0	1	0.35%
TOTAL GENERAL FUND						\$50,242,310	\$206,671		2.56%
INSURANCE FUND	11/30/2022	12/1/2022	STAR OHIO	STATE OF OHIO	1	\$5,144,680	\$0	1	3.88%
	11/30/2022	12/1/2022	KEY ECR	KEY BANK	1	\$98,276	\$0	1	0.35%
TOTAL INSURANCE FUND						\$5,242,957	\$0		3.81%
LAW ENFORCEMENT FUND	11/30/2022	12/1/2022	LAW ENFORCEMENT	KEY BANK-SWEEP	1	\$21,617	\$0	1	0.35%
	11/30/2022	12/1/2022	STAR OHIO	STATE OF OHIO	1	\$144,993	\$0	1	3.88%
TOTAL LAW ENFORCEMENT FUND						\$166,610	\$0		3.31%
LOCAL MATCH FUND	11/30/2022	12/1/2022	LOCAL MATCH-STAR OHIO	STATE OF OHIO	1	\$72,511,175	\$0	1	3.88%
	3/28/2022	6/28/2024	FHLB	STIFEL NICOLAUS	546	\$2,344,125	\$27,088	390	1.79%
	3/1/2022	3/10/2025	FFCB	STIFEL NICOLAUS	1090	\$4,981,225	\$67,788	920	2.00%
	5/24/2022	5/12/2025	FHLMC	STIFEL NICOLAUS	1093	\$9,997,110	\$13,556	983	3.06%
	6/27/2022	6/27/2025	FHLB	STIFEL NICOLAUS	1095	\$15,000,000	\$217,838	1029	3.33%
	7/29/2022	4/24/2023	BAYER LANDBANK CP	HILLTOP SECURITIES	269	\$4,885,019	\$51,797	236	3.15%
	8/30/2022	8/28/2025	FHLB	STIFEL NICOLAUS	1095	\$15,000,000	\$206,667	1034	4.00%
	9/30/2022	9/30/2025	FHLB	STIFEL NICOLAUS	1095	\$5,000,000	\$54,944	1003	4.30%
	10/24/2022	10/24/2025	FHLB	STIFEL NICOLAUS	1095	\$5,000,000	\$27,708	1087	5.25%
	10/24/2022	4/4/2025	FHLMC	STIFEL NICOLAUS	891	\$1,135,865	\$5,833	884	5.04%
	10/27/2022	10/27/2025	FHLB	STIFEL NICOLAUS	1094	\$2,077,920	\$8,822	1090	5.04%
	10/28/2022	10/28/2025	FHLMC	STIFEL NICOLAUS	1294	\$1,498,500	\$7,013	1091	5.14%
	11/30/2022	12/1/2022	LOCAL MATCH-KEY ECR	KEY BANK-SWEEP	1	\$491,463	\$0	1	0.35%
	11/30/2022	12/1/2022	GRANT-ECR	KEY BANK	1	\$1,539	\$0	1	0.35%
	11/30/2022	12/1/2022	CATCH BASIN-KEY ECR	KEY BANK	1	\$101,943	\$0	1	0.35%
TOTAL LOCAL MATCH FUND						\$140,025,884	\$690,052		3.74%

**GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
INVENTORY OF TREASURY INVESTMENTS
AS OF NOVEMBER 30, 2022**

FUND	PURCHASE DATE	MATURITY DATE	INSTRUMENT	INSTITUTION	TERM DAYS	TOTAL PRINCIPAL	ACCRUED INTEREST	AVERAGE DAYS TO MATURITY	AVERAGE YIELD
PENSION FUND	11/30/2022	12/1/2022	KEY ECR	KEY BANK	1	\$81,039	\$0	1	0.35%
	11/30/2022	12/1/2022	STAR OHIO	STATE OF OHIO	1	\$1,246,182	\$0	1	3.88%
TOTAL PENSION FUND						\$1,327,221	\$0		3.66%
RTA CAPITAL FUND	11/30/2022	12/1/2022	KEY ECR	KEY BANK	1	\$1,140,447	\$0	1	0.35%
	11/30/2022	12/1/2022	PNC CUSTODY ACCOUNT	PNC BANK	1	\$62,500	\$0	1	3.67%
	5/2/2022	4/30/2024	US TREASURY NOTE	HILLTOP SECURITIES	513	\$4,994,198	\$10,416	392	2.56%
	3/25/2022	9/25/2024	FHLB	STIFEL NICOLAUS	913	\$1,845,375	\$22,483	754	1.89%
	3/28/2022	3/28/2024	FHLB	STIFEL NICOLAUS	454	\$1,845,375	\$19,928	326	1.70%
	8/26/2021	8/26/2024	FHLB	STIFEL NICOLAUS	1095	\$5,000,000	\$5,674	724	0.43%
	9/30/2021	9/30/2024	FHLB	STIFEL NICOLAUS	1095	\$2,000,000	\$7,758	758	0.57%
	4/5/2021	4/5/2024	FFCB	STIFEL NICOLAUS	1095	\$2,000,000	\$1,068	582	0.33%
	3/4/2021	3/4/2024	FNMA	STIFEL NICOLAUS	1095	\$493,750	\$427	550	0.34%
	TOTAL RTA CAPITAL FUND					\$19,387,646	\$67,693		1.24%
	RESERVE FUND	3/9/2022	4/30/2023	US TREASURY NOTE	HILLTOP SECURITIES	416	\$4,941,900	\$521	241
3/23/2022		11/30/2023	US TREASURY NOTE	HILLTOP SECURITIES	616	\$4,875,994	\$17,500	455	2.00%
4/14/2022		4/14/2025	FHLB	STIFEL NICOLAUS	1095	\$5,000,000	\$17,135	956	2.63%
5/23/2022		2/17/2023	BAYER LANDBANK CP	HILLTOP SECURITIES	270	\$4,922,108	\$55,102	170	2.11%
5/31/2022		2/21/2023	NATIXUS CP	HILLTOP SECURITIES	266	\$4,921,812	\$54,085	173	2.15%
5/30/2022		5/30/2025	FHLB	STIFEL NICOLAUS	1095	\$5,000,000	\$74,861	1002	3.50%
7/29/2022		4/24/2023	BAYER LANDBANK CP	HILLTOP SECURITIES	269	\$4,885,019	\$51,797	236	3.01%
9/30/2022		9/30/2025	FHLB	STIFEL NICOLAUS	1095	\$5,000,000	\$54,944	1	4.30%
9/30/2022		8/28/2023	FHLB	HILLTOP SECURITIES	728	\$5,000,000	\$64,583	697	3.75%
8/30/2022		8/28/2024	FHLB	HILLTOP SECURITIES	363	\$5,000,000	\$58,556	332	3.40%
12/9/2021		12/9/2024	FFCB from GF	STIFEL NICOLAUS	1095	\$4,994,785	\$27,049	799	0.96%
5/23/2022		5/23/2025	FHLB from GF	STIFEL NICOLAUS	1095	\$5,000,000	\$3,160	995	3.25%
7/27/2022		5/22/2023	FNMA from GF	HILLTOP SECURITIES	299	\$4,895,431	\$3,167	264	2.85%
8/26/2022		2/28/2024	FHLB from GF	HILLTOP SECURITIES	551	\$5,000,000	\$77,931	551	3.62%
11/15/2021		11/15/2024	US TREASURY from GF	STIFEL NICOLAUS	1095	\$4,995,508	\$1,625	806	0.78%
6/22/2022		12/22/2022	BAYER LANDBANK CP from GF	HILLTOP SECURITIES	183	\$4,936,495	\$65,333	113	2.45%
11/28/2022		11/28/2025	FHLMC	STIFEL NICOLAUS	1002	\$4,149,580	\$1,186	1000	5.01%
11/30/2022		12/1/2022	PNC CUSTODY ACCOUNT	PNC BANK	1	\$3,125	\$0	1	2.93%
11/30/2022		12/1/2022	KEY ECR	KEY BANK	1	\$23,413	\$0	1	0.35%
11/30/2022	12/1/2022	STAR OHIO	STATE OF OHIO	1	\$67,608,939	\$0	1	3.88%	
TOTAL RESERVE FUND					\$151,156,088	\$628,534		3.25%	
TOTAL ALL FUNDS					\$382,057,610	\$1,592,950	367	3.24%	

**GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
DEBT SERVICE SCHEDULE AND STATUS
AS OF NOVEMBER 30, 2022**

Bonds	Final Maturity Date	Total Principal Outstanding 12/1/2021	Interest Payable/ 6/1/2022	Principal Payable/ 6/1/2022	Debt Service Requirement/ 6/1/2022	Interest Payable/ 12/1/2022	Principal Payable/ 12/1/2022	Debt Service Requirement/ 12/1/2022	Total Debt Requirement 2022
Series 2012-Sales Tax Rev.	Dec. 2022	2,285,000.00	57,125.00	0.00	57,125.00	57,125.00	2,285,000.00	2,342,125.00	2,399,250.00
Series 2014A-Sales Tax Rev.	Dec. 2025	6,575,000.00	147,475.00	0.00	147,475.00	147,475.00	1,535,000.00	1,682,475.00	1,829,950.00
Series 2015-Sales Tax Rev.	Dec. 2026	19,455,000.00	486,375.00	0.00	486,375.00	486,375.00	3,520,000.00	4,006,375.00	4,492,750.00
Series 2016-Sales Tax Rev.	Dec. 2027	8,105,000.00	202,625.00	0.00	202,625.00	202,625.00	1,195,000.00	1,397,625.00	1,600,250.00
Series 2019-Sales Tax Rev.	Dec. 2030	11,030,000.00	275,750.00	0.00	275,750.00	275,750.00	1,000,000.00	1,275,750.00	1,561,500.00
Total Bonds		\$47,450,000.00	\$1,169,350.00	\$0.00	\$1,169,350.00	\$1,169,350.00	\$9,535,000.00	\$10,704,350.00	\$11,873,700.00

Bond Retirement
\$14,508,895

Current Balance (Set Aside for 2022)

Monthly Set Aside Required
\$0

**COMPOSITION OF INVESTMENT PORTFOLIO
AS NOVEMBER 30, 2022**

Instrument	PRINCIPAL	FACE AMOUNT	PERCENT OF TOTAL	AVERAGE YIELD	AVERAGE MATURITY
Money Market Account	\$15,012,180	\$15,026,491	3.93%	0.27%	1
Key Bank Sweep Account	\$21,617	\$21,617	0.01%	0.35%	1
Star Ohio	\$161,073,933	\$161,073,933	42.16%	3.88%	1
Earnings Credit Rate Account	\$10,145,109	\$10,145,109	2.66%	0.35%	1
Commercial Paper	\$24,552,453	\$25,000,000	6.43%	0.56%	32
U.S. Government Securities	\$171,252,317	\$171,600,000	44.82%	2.90%	755
Total Investment Portfolio	<u>\$382,057,609</u>	<u>\$382,867,150</u>	<u>100.00%</u>	<u>3.24%</u>	<u>367</u>

Greater Cleveland Regional Transit Authority
 Banking and Financial Relationships
 As of November 30, 2022

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-INE-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.