

Minutes

RTA Operational Planning & Infrastructure Committee

9:53 a.m. July 18, 2023

Committee Members: Welch (Chair), Moss (Vice), Sleasman

Other Board Members: Lucas, Mersmann

Not present: Biasiotta, Joyce, Koomar, Weiss

Staff/Other: Becker, Birdsong Terry, Catalusci, Caver, Dangelo, Davidson, Davis, Feke, Feliciano, Ferraro, Fleig, Freilich, Garofoli, Gautam, Jones, Martin, McGervey, McManus, Miller, Polly, Ponder, Prebish, Schipper, Shaffer, Tarka, Temming, Togher, Young

Public: Gibbons, Loh

The meeting was called to order at 9:53 a.m. Three (3) committee members were present.

RFP Procurement for A/E for E. 79th Street Light Rail Station Reconstruction

Brian Temming, Manager, Quality Assurance and Ann Marie Prebish, Contract Administrator, made the presentation.

Project Overview

The East 79th Street Light Rail Station was rebuilt in the early 1980's and serves GCRTA's Blue and Green light rail lines and has reached the end of its useful life. The primary purpose of this project is to rehabilitate the station, bring it into ADA compliance, improve connections into the neighborhood and provide Transit Oriented Development opportunities. The station is elevated above the street level, accessed by a single stairway off E. 79th St. South of the station is Hillside Community Park with access off E. 79th St. and Hillside Rd.

Design Elements/Existing Conditions:

- The entrance is to serve as waiting environment for the GCRTA No. 2 bus route
- Provide ADA compliant crosswalk
- Provide provisions for the installation of a bus shelter on the east side of E. 79th Street
- Provided covered access, via stair/ramp, from E. 79th Street to the station's platform
- Provide access between Hillside Community Park and the Station
- Provide two new light rail platforms for the eastbound and westbound tracks
- Provide ADA compliant pedestrian grade crossing for access between platforms
 - Trackwork was replaced as part of the Light Rail Track Rehabilitation Program in 2021
- Design impact attenuation devices between E. 79th Street traffic and the bridge piers to meet current code requirements
- Make any necessary repairs to the bridge, abutment, and wingwalls
- Aesthetic character like E. 79th Street Red Line Station:
 1. Site Furnishings
 2. Wayfinding and Signage
 3. Security and Communications Equipment
 4. LED Lighting
 5. Cast-in-place or pre-cast concrete or fiberglass reinforced plastic (FRP) walking surfaces
 6. Steel framed canopy systems

Sustainability:

- SITES Certification:
 - Meet or exceed SITES Silver Certification
 - Tri-C Campus District Station
 - E. 79th Street Red Line Station

- Provide solar panels to provide a portion of the Station's electrical consumption

Community and Stakeholder:

- Stakeholders will be involved the project at the various design stages
- Stakeholders Include, but aren't limited to:
 - GCRTA's User Department, Community Advisory Committee and Board of Trustees
 - City of Cleveland
 - Burten Bell Carr Development Inc.
 - Residents & Other Local Community Organizations

Project Budget/Schedule:

- Construction Budget: \$7,500,000
 - GCRTA Awarded \$8 million from the All Stations Accessibility Program (ASAP)
- Anticipated Project Schedule:
 - Design: August 2023 to October 2024
 - 420 days from NTP
 - Bidding: November 2024 to February 2025
 - Construction: March 2025 to September 2026
 - Approximately 18 Months

Procurement Overview

The Request for Proposal (RFP) was issued on March 27, 2023. It was accessed on the GCRTA web site by forty-four (44) interested parties. Two (2) firms proposed and two (2) firms were interviewed. The evaluation panel consisted of several RTA departments and Burten Bell Carr Development, Inc. (stakeholder). The most technically qualified firm is Richard L. Bowen & Associates, Inc. A 14% DBE goal was assigned to this project and will be met by utilizing Advance Engineering Consultants, Resource International and Knight & Stolar. Richard L. Bowen & Associates, Inc. has successfully completed projects for Lorain County, COTA (Central Ohio Transit Authority), GCRTA, and Norfolk Southern, among others. Richard L. Bowen & Associates, Inc. has prior experience with architectural and engineering projects and has experienced and qualified staff.

Staff requests that the Operational Planning & Infrastructure Committee recommend award to Richard L. Bowen & Associates, Inc. for A/E Services for E. 79th Street Light Rail Reconstruction. The base contract is not to exceed \$859,825.01. Ms. Welch asked what type of feedback is needed from the community. Mr. Temming said they will get input on the conceptual options. Ms. Birdsong Terry asked about the sustainability certification. Mr. Schipper said the sustainability program is for major stations. Our target level is high silver or low gold. This will be the 5th or 6th facility certified since GCRTA started the program. The Tri-C Station was the first SITES certified in the state. Mr. Sleasman asked if the lighting under the bridge be included. Staff confirmed. He also asked about the shade/canopy. It was moved by Mr. Sleasman, seconded by Ms. Moss and approved to move to the full Board.

IFB Procurement for Signalized Turnout at the west end of Brookpark Yard

Kathleen McGervey, Resident Engineer/Architect and Jenn Martin, Contract Administrator, gave the presentation. This turnout will assist in the rail car testing.

Project Overview

- Project Limits from Airport Station to Brookpark Interlocking
- Work includes necessary changes at Brookpark Tower
- Service Impacts: 9-day single track
- The Engineer's Estimate was \$2,999,500.00
- Alstom Model 5E Switch Machines and switch layouts
- Snow melters / controls with snowmelter cases
- Signals and signal foundations

- Local control panel tiles, lights, and controllers
- Software revisions to the VPI programs at Airport and Brookpark
- Cable and cable installation

Procurement Overview

The Invitation for Bid (IFB) was issued on May 24, 2023. It was accessed on the GCRTA website by twenty-eight (28) interested parties. Three (3) firms submitted a bid. The lowest responsive and responsible vendor is Hatzel & Buehler, Inc. of Cleveland, Ohio. A 12% DBE participation goal was assigned to this procurement by the Office of Business Development. The goal will be achieved by utilizing Safeguard Associates, Inc. and Cook Paving & Construction Co., Inc.

Hatzel & Buehler, Inc. has successfully completed projects for GCRTA, Cuyahoga Community College, Cleveland Metropolitan School District, MetroHealth, PNC Bank, and United Way of Cleveland, among others. Hatzel & Buehler, Inc. has current projects with GCRTA, City of Cleveland, Kent State University, University Hospitals, Cleveland Clinic, Cleveland State University, and Cleveland Metroparks, among others.

Staff requests that the Operational Planning and Infrastructure Committee recommend award to Hatzel & Buehler, Inc. for the addition of 515 Turnout at the West End of Brookpark Yard. The contract is not to exceed \$2,715,000.00. Ms. Moss added that three bids were received and they were below the engineer's estimate. It was moved by Ms. Moss, seconded by Mr. Sleasman and approved to move to the full Board.

RFP Procurement to Perform Testing and Reporting on an On-Call Basis

Kathleen McGervey, Resident Engineer/Architect and Lou Catalusci, Contract Administrator gave the presentation.

Project Overview

The purpose of this project is to provide laboratory testing, special inspections, field testing, other testing as needed, and report results. Testing examples include concrete, weld inspection, asbestos, etc. The work is by task order assignment. The total task orders are not to exceed \$200,000.00 over a 24-month term. It will include bus and rail project assignments.

Anticipated Assignments:

- Special Inspections as per Ohio Building Code 1704
- Geotechnical Investigations
- Environmental Testing
- Environmental Phase I and Phase II reports
- Other Testing as required

Procurement Overview

This Request For Proposal (RFP) was issued on May 1, 2023. It was accessed on the GCRTA website by eighteen (18) interested parties. This includes primary consultants and sub consultants. Two (2) firms proposed and two (2) firms were interviewed. This was a Brooks Act procurement where a group of RTA panelist evaluated the technical proposals submitted using evaluation criteria. The recommended vendor is ECS Midwest, LLC of Brooklyn Heights, Ohio. A 5% DBE Goal will be met by utilizing Denise's Flagging & Construction Services.

Firm Experience:

- ECS Midwest, LLC has successfully completed projects for Cuyahoga County Public Works, the Northeast Ohio Regional Sewer district, and the City of Shaker Heights, among others.
- Firm established in 1988

- Experienced and qualified staff
- Local certified testing laboratory

Staff requests that the Operational Planning and Infrastructure Committee recommend award to ECS Midwest, LLC for On Call Testing and Reporting 2023. The contract is in an amount not to exceed \$200,000.00 for 24 months. It was moved by Ms. Moss, seconded by Mr. Sleasman and approved to move to the full Board.

CMSD Agreement

John Togher, Director of Accounting gave the presentation. This presentation is about the Intergovernmental Student Transportation Agreement for Cleveland Metropolitan School District.

Since 2006, CMSD had partnered with GCRTA to purchase discount student fares. CMSD wants to make public transportation available to its enrolled students in Grades 7-12. The agreement term is for the 2023 - 2024 school year. The agreement beings July 31, 2023 – June 18, 2024. The estimated value of this contract is \$1,270,000 for approximately 747,000 rides. This is based on better information that both CMSD and GCRTA now have. This agreement will only apply to CMSD students that have their ID passes. GCRTA provides magnetic stripe farebox compatible picture ID cards. This pass unlike in the past won't have blackout dates.

Highlight Terms:

- 13,000 student ID cards/passes will be issued for student use on GCRTA vehicle as proof of payment.
- CMSD will make 10 monthly installment payments.
- GCRTA will provide CMSD a reconciliation of actual student rides and bill/credit CMSD on a quarterly basis at \$1.70 per ride.
- Any student tickets provided for services over and above this agreement will be at \$1.75/ride.

Staff requests that the Operational Planning & Infrastructure Committee recommend to the Board of Trustees the approval of the Intergovernmental Student Transportation Agreement with CMSD for the 2023-24 school year. Rev. Lucas asked if there is a time limit on the passes. Mr. Togher said there are no blackout dates. They can use the passes at any time. CMSD is paying per ride. Ms. Moss asked about lost passes. Mr. Togher said the passes can be shut down and reissued if lost. CMSD will pay for the replacement card. Ms. Welch is happy students can use them for work, extracurricular activities, etc.

Ms. Terry asked for her executive team to give updates on mobile ticketing. Mr. Gautam added that the revenue report is included in the Board's monthly package. The YTD May revenue from mobile ticketing was up 19%. There is an uptrend for electronic fare media. Mr. Garofoli added that they do a 100% review of revenue collections. For June, mobile ticketing was approximately 42% of total revenue. Mr. Togher added that last year CMSD wanted to go to an electronic pass. But it was not feasible for CMSD or GCRTA at that time. GCRTA would have to pay a fee to Masabi for taps on mobile ticketing which would increase the cost to the CMSD. It was moved by Ms. Moss, seconded by Mr. Sleasman and approved to move this to the full Board.

FY 2024 Tax Budget

Carolyn Young, Manager of Budget gave the presentation. Today there will be a public hearing on the Tax Budget, then this committee will be asked to move it to the full Board on July 25, 2023. In May of this year, they presented the Capital Improvement Plan (CIP). It was approved by the Board on May 16, 2023. In August, the Operating Budget process will begin. The budget will be presented to the committee in November. This committee will be asked to vote on the Operating budget at the December 19, 2023 Board Meeting.

The Authority continues to manage the effects of the pandemic and continue to monitor the economic conditions. In May, the Federal Reserve raised interest rates by one quarter of a percentage to combat high rates of inflation, anticipating rates to fall between 4% or 4.5%. The Federal Open Market Committee (FOMC) is forecasting a slow decline in interest rates in FY 2024. Interest rates are estimated at 4.8%. Ridership and Sales & Use Tax revenues are projected to increase at a modest rate in 2024. Currently, the Authority has received an average yield of 4.06% on its cash investments. Wage increases, which are largely contractual (ATU and FOP), are projected for FY 2024.

We are projecting conservative growth for our two largest sources of revenue: Sales Tax (\$269.4 M) and Passenger Fares (\$29.3 M). Reimbursements at \$5 M. Preventive Maintenance will be kept low at \$1 million, enabling the Authority to use grant funds toward unfunded capital projects. They are estimating to transfer \$13.5 million from the Reserve Fund to stabilize revenues, to maintain a 1.1 month operating reserve, adhering to the current financial policy. Total Revenues for the FY 2024 Tax Budget are estimated at \$321.9 million. The two largest revenue categories are 83.7% for Sales & Use Tax receipts and 9.1% for Passenger Fares. The remaining 7.2% are in the other categories, the largest of which is a Revenue Stabilization transfer to maintain the 1-month ending balance.

The projected expenditures for 2024 Tax Budget are as followed. Total Personnel costs include Salaries and Overtime at \$161.3 million and Payroll Taxes & Fringes at \$60.2 million. The next three largest categories for operating expenditures include Services, Materials & Supplies at \$24.2 million, Fuel & Utilities at \$14.5 million and Inventory at 12.6 million. Transfers to other funds total \$40.8 million. These are for specific set-asides for insurance, the capital program, debt services, pension, and reserve funds. Total expenditures for the 2024 Tax Budget are budgeted at \$330.2 million. Total Personnel costs are 67.1% of total expenditures. This includes Salaries & Overtime at 48.9% and Payroll Taxes and Fringes at 18.2%. The remaining categories include Fuel & Utilities are budgeted at 4.4%, Services, Materials and supplies and Inventory at 11.1%, Purchased Transportation at 2.9% and Transfers to Other funds at 12.4%.

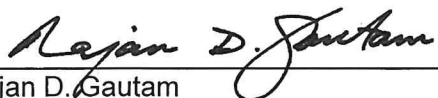
For the FY 2024 Tax Budget, total revenues are estimated at \$321.9 million. Total Expenditures are estimated at \$330.2 million. The ending balance is \$25.7 million. The estimated reserve is estimated at 1.1-month. For 2025 and 2026, they plan to transfer \$18.0 million and \$19.0 million from the Revenue Stabilization Fund, respectively to maintain the 1-month reserve. Ms. Moss asked for a copy of last year's Tax Budget.

10:32 a.m. - It was moved by Ms. Moss, seconded by Mr. Sleasman and approved to suspend the meeting to start the Public Hearing.

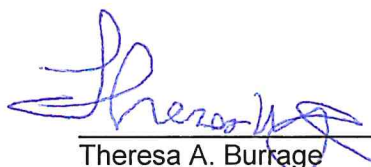
10:40 a.m. - It was moved by Ms. Moss, seconded by Mr. Sleasman and approved to reconvene the committee meeting.

Staff requests that the Operational Planning & Infrastructure Committee recommend the FY 2024 Tax Budget to the Full Board for approval. It was moved by Ms. Moss, seconded by Mr. Sleasman and approved to move this to the full Board.

The meeting was adjourned at 10:41 a.m.



Rajan D. Gautam
Secretary/Treasurer



Theresa A. Burrage
Executive Assistant