

## Minutes

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

9:01 a.m., August 13, 2024

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

**Other Board Members:** Elder, Koomar, Love, Lucas, Weiss

**Not present:** McPherson

**Staff:** Bennett, Birdsong Terry, Burney, Caver, Cottrell, Davidson, Dimmick, Feke, Feliciano, Ferraro, Fesler, Fleig, Garofoli, Gautam, Gibson, Hudson, Jones, Jupina, Kabelen, Kirkland, Laule, Lawson, Lincoln, Miller, Muti, Rusnov, Svancara, Togher, Varga, Walker-Minor

**Public:** Goodwin, Loh, Rutledge

The meeting was called to order at 9:01 a.m. Four (4) committee members were present.

#### State Contract – Shop Uniforms

Brian Gibson, Supply Chain Contract Administrator and Dawn Svancara, Contract Administrator II gave the presentation.

#### *Project Overview*

The Authority has an ongoing need to supply and maintain industrial style work uniforms and outerwear for its approximately 750 employees at twelve locations.

Scope of Services include:

- Uniform Rental – 11 Sets of Shirts and Pants per employee
- Uniform Laundering & Maintenance – Performed Weekly
- Uniform Pickup and Delivery – Performed Weekly
- Lockers – Provided as needed
- Coat Rental – One coat per employee
- Coveralls – Per employee job code

#### *Procurement Overview*

R.C. Section 306.43(H)(4) provides political subdivisions within the State of Ohio the opportunity to participate in contracts negotiated and executed by the State of Ohio, Department of Administrative Services, Cooperative Purchasing Program.

- The State of Ohio Cooperative Purchasing Program includes a contract with Cintas Corporation under State Term Contract No. RS900118. This contract is a result of a competitive solicitation.
- For the past five years, Cintas has successfully provided shop uniform rental and maintenance services to both bargaining and non-bargaining employees.

Pricing will remain the same for the first two years. After that there is a potential for price increases. These increases are not guaranteed but represent a maximum allowable increase based on State pricing.

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Year	Term	Year Total	Price Increase Limit
1	9/1/2024 – 8/31/2025	NTE \$310,564.28	
2	9/1/2025 - 8/31/2026	NTE \$310,564.28	No Price Increase in year 2.
3	9/1/2026 - 8/31/2027	NTE \$320,812.90	Max 3.3% Increase based on state pricing.
Option Year 1	9/1/2027 - 8/31/2028	NTE \$331,399.73	Max 3.3% Increase based on state pricing.
Option Year 2	9/1/2028 - 8/31/2029	NTE \$342,335.92	Max 3.3% Increase based on state pricing.
Total Contract Price		NTE \$1,615,677.11	

Current Year Pricing	\$334,414.36	7.13% higher than 1 <sup>st</sup> year of new contract
Current Contract Total	\$1,589,105.46	1.67% lower than new contract

*Recommendation*

Staff requests that the Organizational, Services & Performance Monitoring Committee recommend awarding a contract to Cintas Corporation for Shop Uniform Rental and Maintenance in an amount not to exceed \$941,941.46 for the base three-year period and in amounts not to exceed \$331,399.73 and \$342,335.92 for option years one and two, respectively, for a total contract amount not to exceed \$1,615,677.11 for the five-year period.

The previous contract only included coats for 150 employees. They are seeking to outfit all 750 employees with coats. The original contractor required two coats per employee that were laundered. They negotiated one coat per employee for cost savings. They will be self-laundered but covered under their insurance.

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

IFB Procurement for Replacement of the Rail Line Car

Miles Varga, Acting Supervisor, Power & Way and Jonathan Laule, Program Contract Manager gave the presentation.

Dr. Caver acknowledged Teresa Muti, Jacob Kabelen and Miles Varga who helped to get the power back on the west side rail during the power outage last week.

*Line Car History*

The Line Car is our Overhead Catenary Maintenance Vehicle (OCMV). It is designated as 032, referred to as The Line Car. It was purchased from Fuji Industries in 1977. It has been operated as OCMV for over 45 years.

Engine Rebuild:

- Two during lifetime – 2017 Most recent

Roof Rebuild:

- Two during lifetime – 2023 most recent

Additional Work Necessary:

- Third engine rebuild/replacement
- AC/DC motor rebuild and generators
- Wheel truing

Dual Cable Reel And Storage System:

- Pay-in capabilities no longer functions as designed
- Tensioning system no longer functions as designed

Workshop:

- Limited storage space for tools, material, and PPE
- Limited seating for personnel to and from work site

Operator Cabin and Controls:

- Operator controls not clearly labeled.
- Limited feedback from vehicle systems.
- Field of view for operator is limited.

Swiveling work platform

- Rotates 360 degrees
- Non-motorized – “self propelled”
- Utilizes wheel chocks for stability
- Lacks lifting capabilities for vertical operation beyond Line Car height.
- Lacks fall protection

Pantograph:

- Operational for glide check and stagger
- Simulates operating conditions for revenue vehicles

The exhaust system puts out a lot of contaminants and is loud and creates hazardous conditions for crews.

- Wheels have thin flange and do not match current railcar parameters for truing
- Current width of vehicle too large for new platforms
- Parts are difficult to procure or obsolete
- Offers no fall protection for maintenance personnel
- Exhaust system creates hazardous conditions in tunnels
- Limited storage for tools and equipment
- Seating availability for crew members is limited

*Procurement of a Line Car*

- Delivery of a new OCMV for inspection, maintenance and installation of GCRTA overhead catenary systems
  - Capable of video surveillance and monitoring of OCS
  - Capable of multiple cable pay-out under tension
  - Capable of maintaining assets up to 25' in the air
  - Fall Protection
- Provide a OCMV that conforms to the new dynamic envelope of passenger stations after completion of Engineering Project 66E1
- Improved Field of vision for operator(s)
- Improved storage for tools, equipment and PPE
- Meets EPA Tier 4 diesel engine requirements

### *Procurement Overview*

The Invitation For Bid (IFB) was issued May 6, 2024. It was accessed on the GCRTA website by six (6) interested parties. Two (2) firms submitted a bid. The lowest responsive and responsible vendor is Geismar North America, Inc. A 0% DBE participation goal was assigned to this project. Geismar North America, Inc. has been in existence since 1974 under the name Modern Track Machinery, Inc. In 2018, the company changed its name to Geismar North America, Inc. Geismar North America, Inc. is currently building a locomotive for GCRTA.

### *Recommendation*

Staff requests that the Organizational, Services & Performance Monitoring Committee recommend award to Geismar North America, Inc. for the Procurement of a Line Car. The contract is in an amount not to exceed \$5,165,257.00.

Mayor Biasiotta said the purchase is justified. He asked for the difference between this vendor and the other vendor. Mr. Laule said this vendor was the lowest bidder. Ms. Pacetti asked about the bid being 25% above the estimate. Mr. Laule said the difference is due to market prices from a year ago, and inflation. Mr. Kabelen said they looked at other firms in the area that recently purchased a comparable vehicle. The cost was based on what they thought it would cost but ended up being higher. Ms. Terry said we are replacing very old equipment that is being replaced for the first time. The market rate for materials is different. Ms. Pacetti asked if the equipment is more innovative. Mr. Kabelen said technology will be improved significantly.

Ms. Welch asked if we have more than one line car and if the other line cars will be updated. Mr. Varga said we have two high rail trucks for overhead catenary maintenance. Dr. Caver said this vehicle was created for the line, but the Board approved a locomotive. There are several pieces of equipment that maintain the rail infrastructure. The vehicle is being designed so a picture will be provided later. Mayor Koomar asked if there are any issues with the estimate being over 25%. Mr. Laule said this is a best practice for an IFB. It would only be an issue if it was a construction project. Mr. Gautam said there are contingency funds available. Mr. Love asked for the timeline for the new vehicle and asked if it would be powered by the catenary line. Mr. Varga said it would be for testing only. The new line car will be completed June 2026.

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

### Annual DBE Goal FFY 2025-2027

Carl Kirkland, Director of the Office of Business Development gave the presentation. FTA requires us to establish an Overall DBE Goal on a triennial basis to adequately reflect the opportunity for DBE participation on federally assisted procurements during the FFY 2025-2027. A Community Advisory Meeting must be held. The proposed goal must be published and presented in committee and approved by the Board. The proposed goal should be submitted to FTA by September 30. The community advisory committee is comprised of several groups and DBE's such as AKA Team, City of Cleveland, NEORS and several others.

According to the federal regulations, the DBE Program seeks to achieve the following objectives:

- Ensure nondiscrimination in the award, and administration of DOT-assisted contracts
- Create a level playing field on which DBEs can compete fairly for DOT-assisted contracts
- Help remove barriers to the participation of DBEs on DOT- assisted contracts
- Assist the development of firms to compete successfully in the market outside the DBE program

### *Overall DBE Goal Calculation*

In accordance with FTA guidelines the following approach was used to calculate the DBE goal:

- They review the approved Capital Improvement Plan to establish a base figure of the relative availability of DBEs
- Adjusted the base figure to take in account Authority specific factors such as number, types, and dollar value of contracts, and DBE participation achieved during the past three years

### *Proposed FFY 2025-2027 Overall DBE Goal*

- Based on the factors that are to be considered in the calculation on the Overall DBE Goal, the proposed FFY 2025-2027 DBE Goal is 20.21%
- Means to achieve the goal:
  - Race Conscious 17.01%
    - Contract Specific Goals
  - Race Neutral 3.20%
    - DBE Participation where firm is Prime Contractor
    - DBE Participation that "Exceeds" Contract Goal

The overall DBE goal may be adjusted during the three-year period to reflect changes in circumstances generally in the marketplace or specifically related to GCRTA. However, the Authority is required to submit any proposed adjustments of the three-year goal to the FTA for review and approval.

### *Recommendation*

Staff recommends the Organizational, Services & Performance Monitoring Committee recommend to the Board of Trustees the approval of the triennial DBE Goal of 20.21%.

Ms. Pacetti asked how this compared to past years. In past years we were coming out of the pandemic. The previous goal was 21.5% and the one before that was 22.5%. There aren't many contract goals that can be set with the rail car project. Ms. Pacetti asked how the 20% compared to other agencies. Mr. Kirkland said we can't compare because we have rail compared to other agencies that don't. Mr. Sleasman asked about what we're doing to help more contractors be ready to get the work. Mr. Kirkland said they do a lot of outreach to position small businesses to be able to participate. Mr. Gautam said that RTA is one of two certifying agencies in the State.

Mayor Weiss asked if the goal is the average of all contracts or a benchmark. Mr. Kirkland said this is the median achievement of the past three years. Ms. Terry asked for a memo to be sent to the Board with how the goal is calculated. Mr. Love asked if the goal includes minorities and women and is the goal revisited over the three years. Mr. Kirkland confirmed the question about what the goal includes. Rev. Lucas mentioned that a lot of small businesses had to close due to COVID. He thanked the staff for their work.

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

### Micro Transit Program Update

Maribeth Feke, Director, Programming & Planning gave the report. A team of staff works on this program.

#### Job Access Issue

- People without cars need to live in areas with pedestrian amenities and frequent transit service
- Policy needs to grow family-sustaining jobs in those areas
- Many jobs are located in outlying areas, where the first/last mile of a commute is not easily navigated, especially in the winter
- Essential industries demand for employees is growing

Our network serves several job hubs in the County.

#### GCRTA Micro Transit

- A short-term program to connect work sites with RTA service
- Helpful where the first/last mile of a commute trip is not easily navigated
- Must pick-up/drop off at an RTA Facility
- Work Site needs to be within Cuyahoga County
- Route/schedule is flexible
- Memorandum of Understanding with Union
  - Cannot replace RTA existing service
  - Term cannot extend beyond 18 months
  - Recently extended to December 14, 2025
- GCRTA received \$600,000 of ODOT OTP2 Funds
- Program required 50/50 match from contractor
- GCRTA awarded 2 contracts @ \$300,000
  - Share Mobility for Solon service-April 2022
  - Share Mobility for Aerozone-July 2023

#### Solon Connection

- Service Began December 14, 2022
  - Participating employers: Wrap Tite and Amazon
  - Ridership has been stagnant

#### Summary of Solon Program

- Staff analyzed Jan-June 2024 (to exclude ramp-up period)
- Served 3 employers at 5 work sites (incl. Amazon-Glenwillow)
- Provided 2,511 rides using 1,025 in-service vehicle-hours
- Two other employers had no rides taken in these 6 months
- RTA paid contractor \$101,497; ODOT will reimburse half
- All work sites are within 0.4 mile of a bus stop
- Ridership has stagnated
- Decreasing number of participating companies
- GCRTA extended contract for 3 months to August 31, 2024
- Operations will cease after August 31
- Communicating with Solon's Mayor and Staff
- GCRTA working with NOACA's Van Pool program to assist customers using this service
- GCRTA has applied for grants to operate & study Micro Transit Program.
- GCRTA working to "tweak" program

#### Aerozone Summary

##### Facts:

- 100,684 Total jobs
- (11%) job growth (10,275)
- 1,135 acres
- \$4.5B Economic Output

#### Stakeholders:

- 7 cities
- Cleveland Airport
- NASA Glenn
- Moen
- Sysco

Ridership is improving with this program.

- Aerozone companies are served by 4 Red Line stations and several bus routes
- Service began in October, 2023
- Many work sites are more than a mile from a stop
- Some streets lack sidewalks
- Microtransit can provide "first mile/last mile" service
- Program is continuing with additional marketing support
- GCRTA evaluating the current program to "tweak" it
- Consistent pricing/cost
- Working with SHARE for "boots on the ground"
- Assisting with marketing & outreach
- Reviewing Lorain County Micro Transit as it proceeds
- Increasing outreach activities
- Surveyed Employees and Employers

Ms. Pacetti asked about NOACA's van pool program. Ms. Feke said the van pool program could be tweaked to mirror the program. It is not on demand, but a subscribed service. Staff are looking at how to bring the service in-house. Ms. Elder asked how emergencies are handled and details on the surveys. Ms. Feke said that Share has an agreement with Uber. The employees like the service but could get to work without it, but it would be more inconvenient. The program serves light industry businesses.

Mayor Weiss asked if the grant allows us to be flexible. Ms. Feke said the contracts have requirements. Changes can be made within the limits of the RFP/contract. They hope to make changes in the next contract. Ms. Terry said they will come back in Q4 with an update. SHARE is under new management. The City of Solon is working on how to make the program better. They are working with the HR departments to see what can be done.

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

  
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Rajan D. Gautam  
Secretary/Treasurer

  
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Theresa A. Burrage  
Executive Assistant