



## MEETING NOTICE

Notice is hereby given that the following meeting of the Board of Trustees of the Greater Cleveland Regional Transit Authority will take place on **Tuesday, January 7, 2025** 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](http://www.RideRTA.com/board) via the meeting date for staff and members of the public. Members of the public may attend in person.

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

### 9:00 A.M. Organizational, Services & Performance Monitoring Committee

- Non-Competitive Procurement – a presentation of a negotiated procurement for CNG operation and maintenance services for the Triskett Bus Garage.
- State Contract – a presentation of a competitive procurement for seventeen (17) paratransit coaches from the State of Ohio Cooperative Purchasing Program.
- Non-competitive procurement: a presentation of a negotiated procurement from Trapeze Software Group, Inc. for the PASS mobile application module.

### Operational Planning & Infrastructure Committee

- IFB Procurement – a presentation of a competitive procurement to repair the W. 65<sup>th</sup> Street Station stairway and platforms.
- IFB Procurement – a presentation of a competitive procurement to provide and install a new modular traction power substation at E. 120<sup>th</sup> Street.
- RFP Procurement - a presentation of a competitive negotiated procurement for on-call surveying services to augment the Authority's internal engineering staff for a 24-month period.
- RFP Procurement – a presentation of a competitive negotiated procurement to replace 36 shelters along GCRTA's light rail stations.
- RFP Procurement – a presentation of a competitive negotiated procurement to provide electronic signage along various GCRTA light rail stations.
- IFB Procurement – a presentation of a competitive procurement for modifications of shelters along the Authority's light rail system.
- RFP Procurement – a presentation of a competitive negotiated procurement for on-call signal engineering services.
- Proposed Change Order – a presentation of the proposed change order to the Track Bridges and Platform Rehabilitation over West 117<sup>th</sup> Street contract and reinstatement of the GM/CEO signing authority.
- Proposed Change Order – a presentation of the proposed change order to the Tower City East Portal Rehabilitation contract and reinstatement of the GM/CEO signing authority.



Greater Cleveland  
Regional Transit Authority

Audit, Safety Compliance And Real Estate Committee

- Sale of Property - a presentation on the sale of excess land to Flaherty & Collins Properties for the transit-oriented development project known as the "Depot on Detroit".

Committee of The Whole

- CAC Operating Guidelines – proposed revisions to the Community Advisory Committee (CAC) Operating Guidelines.
- Executive Session Requested:
  - To consider the appointment, employment, dismissal, discipline, promotion, demotion, compensation of a public employee or official.

*India L. Birdsong Terry, Ph.D., Acting*

India L. Birdsong Terry  
General Manager, Chief Executive Officer

IBT:tab  
Attachment

**Scan this QR code to access the meeting schedule, live streams and meeting materials.**



## AGENDA

### RTA ORGANIZATIONAL, SERVICES & PERFORMANCE MONITORING COMMITTEE

Tuesday, January 7, 2025

Committee Members: Mayor Anthony D. Biasiotta, Chair  
Ms. Lauren R. Welch, Vice Chair  
Ms. Deidre Y. McPherson  
Ms. Emily Garr Pacetti  
Mr. Jeffrey W. Sleasman

I. Roll Call

II. Non-Competitive Procurement – a presentation of a negotiated procurement for CNG operation and maintenance services for the Triskett Bus Garage.

Presenter(s):

- Tom Allen, Energy Manager, Accounting
- Shawn Becker, Program Contract Manager, Procurement

III. State Contract – a presentation of a competitive procurement for seventeen (17) paratransit coaches from the State of Ohio Cooperative Purchasing Program.

Presenter(s):

- Dan Kerg, Manager, Fleet Planning & Engineering
- Glenville Manning, Contract Administrator II

IV. Non-competitive procurement: a presentation of a negotiated procurement from Trapeze Software Group, Inc. for the PASS mobile application module.

Presenter(s):

- Nick Davidson, Paratransit District Director
- Scott Lawson, Contract Administrator II

V. Adjourn



Greater Cleveland  
Regional Transit Authority

Interoffice Memo

To: Mayor Paul A. Koomar, President  
and Members, Board of Trustees

From: India L. Birdsong Terry *Dr. Birdsong, Ph.D., Acting*  
General Manager, Chief Executive Officer

Date: January 2, 2025

Subject: Summary of Award – Triskett CNG Operations and Maintenance Services for a  
Three-Year Period

This is a RFP procurement for operations and maintenance services for the CNG fueling station located at the Authority's Triskett Bus District. This contract is exempt from competitive competition as authorized under Sections 306.43(H)(3) and 306.43(H)(6) of the Ohio Revised Code.

At the January 7, 2025 Organizational, Services & Performance Monitoring Committee, we will make a presentation of the procurement process and staff recommendation for contract award. Attached is the summary for this contract award. We will be requesting that the Organizational, Services & Performance Monitoring Committee recommend the award of this contract at the January 21, 2025 meeting of the Board of Trustees.

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

IBT/MD

**SUMMARY OF PROPOSED AWARD**  
**Triskett CNG Operations and Maintenance Services**

**PROJECT OVERVIEW:**

The Greater Cleveland Regional Transit Authority is seeking a qualified firm to provide operations and maintenance (O&M) services for the CNG fueling station at the Authority's Triskett Bus District for a three-year period. The Authority currently has sixty-three 40 ft. CNG buses, in addition to twenty-nine 40 ft. diesel buses, twenty-three 60 ft. diesel buses, nine diesel MCIs and twelve diesel trolleys operating out of its Triskett District. It is imperative for the fueling station to be readily available 24/7 in order to maintain service levels, and provide safe, reliable, clean and courteous public transportation.

The Triskett CNG fueling station was installed by Trillium Transportation Fuels, LLC dba Trillium CNG and began operation in 2023. The original agreement included a three-year O&M period. This purchase will be for the renewal of O&M services with Trillium Transportation Fuels, LLC dba Trillium CNG for a three-year period. The O&M services provided include 24/7 monitoring and support, a scheduled maintenance plan, unplanned service, a qualified team of technicians, spare parts, a maintenance management system, and full communications with remote monitoring and control.

**PROCUREMENT OVERVIEW:**

The current vendor, Trillium Transportation Fuels, LLC dba Trillium CNG, is the original installer and provider of O&M service for the Triskett CNG fueling station. Further, the proprietary nature of the fueling station equipment, including the programmable logic control (PLC) warrants this procurement exempt from competitive solicitation, as changing service providers would result in additional equipment needs and costs, as well as service interruptions which would impede Triskett's ability to fuel its CNG buses. Due to these reasons, this project is deemed exempt from competitive solicitation, as authorized under both Section 306.43(H)(3) and 306.43H(6) of the Ohio Revised Code.

The Procurement Department requested a proposal from Trillium Transportation Fuels, LLC dba Trillium CNG on December 18, 2024. A proposal was received from Trillium Transportation Fuels, LLC dba Trillium CNG on December 30, 2024. The proposal was reviewed by representatives from Accounting, Operations, and Procurement, and deemed to be advantageous, fair and reasonable to the Authority.

There was a zero percent (0%) DBE goal assigned to this project.

**RECOMMENDATION**

The committee recommends the proposal of Trillium Transportation Fuels, LLC dba Trillium CNG with an office at 2929 Allen Parkway, Suite 4100, Houston, Texas to provide Triskett CNG O&M Services for a three-year period.

Trillium Transportation Fuels, LLC dba Trillium CNG specializes in providing core fueling facility design, construction, and station operations and maintenance.

The strengths of Trillium Transportation Fuels, LLC dba Trillium CNG include:

- Leader in CNG station and fuel distribution in North America
- Extensive work with public transit agencies
- Experience operating & maintaining over 200 stations in over 25 states
- Extensive and experienced O&M team across more than 80% of U.S.
- Turnkey O&M program customized to GCRTA's needs and 24/7 availability

### **CLIENT BASE**

Trillium Transportation Fuels, LLC dba Trillium CNG has also worked with Akron Metro, GCRTA, Massachusetts Bay Transportation Authority, Miami-Dade Transit, New York City Transit, PACE, and Los Angeles Department of Transportation, among others.

A resolution will request authorization to issue a contract to Trillium Transportation Fuels, LLC dba Trillium CNG to provide Triskett CNG Operations and Maintenance Service for a three-year period in an amount not to exceed \$1,080,000.00.



Greater Cleveland  
Regional Transit Authority

Interoffice Memo

To: Mayor Paul A. Koomar, President  
and Members, Board of Trustees

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

Date: January 2, 2025

Subject: Summary of Award – Paratransit Vehicles

This is a competitive procurement from the State of Ohio Cooperative Purchasing Program for seventeen (17) paratransit vehicles. These vehicles will replace vehicles that have exceeded their useful life.

At the January 7, 2025 Organizational, Services & Performance Monitoring Committee, we will make a presentation of the procurement process and staff recommendation for contract award. Attached is the summary for this contract award. We will be requesting that the Organizational, Services & Performance Monitoring Committee recommend the award of this contract at the January 21, 2025 meeting of the Board of Trustees.

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

IBT/MD

## **SUMMARY OF AWARD Paratransit Vehicles**

### **PROJECT OVERVIEW:**

The Greater Cleveland Regional Transit Authority has a need to purchase 17 Paratransit vehicles. These vehicles will replace vehicles that have exceeded their useful life. The vehicles are used to provide Paratransit demand service. The new vehicles will provide safe, reliable, and cost-effective service.

### **PROCUREMENT OVERVIEW:**

The Board of Trustees has authorized the General Manager, Chief Executive Officer to utilize the Cooperative Purchasing Program by Resolution No. 2004-076. This allows the Authority to place orders against State of Ohio, Department of Transportation contracts. Under Ohio Revised Code, Section 306.43(H)(4), competitive procedures are not required when the purchase of goods or services is made from another political subdivision, public agency, public transit system, regional transit authority, the state, or the federal government, or as a third-party beneficiary under a state or federal procurement contract, or as a participant in a department of administrative services contract under division (B) of Section 125.04 of the Revised Code. The Cooperative Purchasing Program includes contracts for Paratransit coaches:

GCRTA will purchase 17 Endera Paratransit coaches from American Bus & Accessories, Inc. under State Contract No. 248-24. The State of Ohio awarded this contract as a result of a competitive solicitation.

Per federal regulations, the Office of Business Development does not conduct Affirmative Action reviews or establish goals on procurements included in the State Cooperative Purchasing Program.

### **CLIENT BASE:**

Current customers include, but are not limited to:

- Medina County Transit
- Marion Transit
- GLCAP Rural Transit
- Pickaway County Transit

This resolution will request authorization to purchase 17 Endera Paratransit coaches from American Bus & Accessories, Inc. at a unit price of \$150,208.00, for a total contract price not to exceed \$2,553,536.00.





Greater Cleveland  
Regional Transit Authority

Interoffice Memo

To: Mayor Paul A. Koomar, President  
and Members, Board of Trustees

From: India L. Birdsong Terry *JR Cooney, Ph.D., Acting*  
General Manager, Chief Executive Officer

Date: January 2, 2025

Subject: Summary of Award – Trapeze PASS Mobile Application Module

This is a negotiated non-competitive procurement for the purchase of the PASS mobile application module from Trapeze Software Group, Inc. This module will enhance overall Paratransit Demand Response operations. Trapeze Software Group, Inc. is the original installer of this software product, making it exempt from competitive competition as authorized under Sections 306.43(H)(3) of the Ohio Revised Code.

At the January 7, 2025 Organizational, Services & Performance Monitoring Committee, we will make a presentation of the procurement process and staff recommendation for contract award. Attached is the summary for this contract award. We will be requesting that the Organizational, Services & Performance Monitoring Committee recommend the award of this contract at the January 21, 2025 meeting of the Board of Trustees.

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

IBT/MD

**SUMMARY OF PROPOSED AWARD**  
**Trapeze Pass Mobile Application Module**

**PROJECT OVERVIEW:**

The Greater Cleveland Regional Transit (“Authority”) utilizes Trapeze Software Group, Inc’s (“Trapeze”) software suite “PASS” for its Paratransit Demand Response operation. The Authority is currently seeking to enter into a non-competitive negotiated agreement with Trapeze Software Group, Inc. to purchase and implement the PASS mobile application module.

The mobile application will be compatible with Android and iOS devices and allow paratransit customers to book, track and cancel trips independently of the web browser or Paratransit dispatch staff. Implementing the PASS mobile application will improve operational efficiency, enhance the customer experience, and allow dispatch staff to focus on more complex inquiries and providing operator support.

**PROCUREMENT OVERVIEW:**

Trapeze Software Group, Inc. is the original provider of the Authority’s PASS software suite, which supports its demand response operation. The Authority is looking to implement an additional module that will provide Paratransit customers with additional benefits by providing mobile application access to the PASS application. Trapeze Software Group, Inc. developed this software system on a proprietary basis and is the only source for providing additional modules, software upgrades, maintenance and training for said software. Due to these reasons, this procurement is deemed exempt from competitive solicitation, as authorized under Section 306.43(H)(3) of the Ohio Revised Code.

The Procurement Department requested a proposal from Trapeze on August 16, 2024. A proposal was received on October 4, 2024. The proposal from Trapeze Software Group, Inc. was reviewed by representatives from Information Technology, Paratransit and Procurement for adherence to technical requirements.

**RECOMMENDATION**

Trapeze Software Group, Inc., with an office at 5265 Rockwell Drive NE, Cedar Rapids, Iowa 52402, specializes in providing intelligent transportation system solutions to help transit agencies create a smart, safe, reliable, accessible, and more connected public transit experience.

The strengths of Trapeze Software Group, Inc. include:

- Sole focus on the transit industry
- Pioneers in providing intelligent transportation system solutions
- Serving transit for over thirty (30) years
- Over forty (40) offices worldwide
- Support 135+ large transit agencies across North America
- Partners with GCRTA for approximately 20 years

The Office of Business Development assigned a 0% DBE goal to this procurement.

## **CLIENT BASE**

Trapeze Software Group, Inc. has also worked with GCRTA, Central Ohio Transit Authority (COTA), Capital Area Transit Authority (CATA), Southwest Ohio Regional Transit Authority (SORTA), Dallas Area Rapid Transit (DART), Massachusetts Bay Transportation Authority (MBTA), Maryland Transit Authority (MTA), Nashville Metropolitan Transit Authority (WeGo) and Pace Suburban Bus (Suburban Chicago), among many others.

A resolution will request authorization to issue a contract to Trapeze Software Group, Inc. to provide PASS mobile application and implementation services in a negotiated amount not to exceed \$170,922.00. This total amount is approximately 2.4% below the independent cost estimate of \$175,000.00.

## AGENDA

### RTA OPERATIONAL PLANNING & INFRASTRUCTURE COMMITTEE

Tuesday, January 7, 2025

Committee Members: Ms. Lauren R. Welch, Chair  
Mr. Stephen M. Love  
Mr. Jeffrey W. Sleasman

- I. Roll Call
- II. IFB Procurement – a presentation of a competitive procurement to repair W. 65<sup>th</sup> Street Station stairway and platforms.

Presenters:

- Norbert Reynolds, Resident Engineer
- Jenn Martin, Contract Administrator II, Procurement

- III. IFB Procurement – a presentation of a competitive procurement to provide and install a new modular traction power substation at E. 120<sup>th</sup> Street.

Presenters:

- Robert Piggery, Engineer Project Manager, Electrical
- Jonathan Laule, Program Contract Manager, Procurement

- IV. RFP Procurement – a presentation of a competitive negotiated procurement for on-call surveying services to augment the Authority's internal engineering staff for a 24-month period.

Presenters:

- Don Tereba, Resident Engineer
- Jonathan Laule, Program Contract Manager, Procurement

- V. RFP Procurement – a presentation of a competitive negotiated procurement to replace 36 shelters along GCRTA's light rail stations.

Presenters:

- Mandy Metcalf, Senior Planner, Programming & Planning
- Shawn Becker, Program Contract Manager, Procurement

- VI. RFP Procurement – a presentation of a competitive negotiated procurement to provide electronic signage along various GCRTA light rail stations.

Presenters:

- Mandy Metcalf, Senior Planner, Programming & Planning
- Shawn Becker, Program Contract Manager, Procurement

**AGENDA CONTINUED ON PAGE 2**

VII. IFB Procurement – a presentation of a competitive procurement for modifications of shelters along the Authority's light rail system.

Presenters:

- Norbert Reynolds, Resident Engineer
- Jonathan Laule, Program Contract Manager, Procurement

VIII. RFP Procurement – a presentation of a competitive negotiated procurement for on-call signal engineering services.

Presenters:

- Andrew Korman, Engineering Project Manager, Electrical
- Jenn Martin, Contract Administrator II, Procurement

IX. Proposed Change Order – a presentation of the proposed change order to the Track Bridges and Platform Rehabilitation over West 117<sup>th</sup> Street contract and reinstatement of the GM/CEO signing authority.

Presenters:

- Kirk Dimmick, Engineering Project Manager, Bridges
- Jonathan Laule, Program Contract Manager, Procurement

X. Proposed Change Order – a presentation of the proposed change order to the Tower City East Portal Rehabilitation contract and reinstatement of the GM/CEO signing authority.

Presenters:

- Kirk Dimmick, Engineering Project Manager, Bridges
- Jonathan Laule, Program Contract Manager, Procurement

XI. Adjourn



Greater Cleveland  
Regional Transit Authority

Interoffice Memo

To: Mayor Paul A. Koomar, President  
and Members, Board of Trustees

From: India L. Birdsong Terry *JL Birdsong, Ph.D., Acting*  
General Manager, Chief Executive Officer

Date: January 2, 2025

Subject: West 65<sup>th</sup> Street Station Stairway and Platform  
IFB Procurement

At the January 7, 2025 Operational Planning and Infrastructure Committee meeting, staff will provide an overview of the upcoming construction contract for the West 65<sup>th</sup> Street Station Stairway and Platform. An invitation for bids was issued on October 4, 2024. The presentation will include the scope of work, procurement overview, and staff recommendation of contract award.

This contract will remove and replace the west stairway and landing area on the platform and replace the electrical conduits attached to the stairs. This entrance to the station is currently closed to the public.

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

IBT/MJS

**SUMMARY OF AWARD  
W. 65<sup>th</sup> Stairway and Platform Repair**

**PROJECT OVERVIEW:**

The Greater Cleveland Regional Transit Authority (GCRTA) has the need to reconstruct the platform floor slab and stairway at the station's west entrance. Our passengers can no longer enter the station safely due to the damaged platform and stairway. The alternate access to the station is considered dangerous and closed off to the public due to the safety concerns of the deteriorated stairway.

**PROCUREMENT OVERVIEW:**

The Invitation for Bid ("IFB") for Project 19.64 – W. 65<sup>th</sup> Stairway and Platform Repairs was issued on October 4, 2024. The necessary legal notice was published in the Plain Dealer and Call & Post newspapers. The Invitation for Bid was also published on the RTA web site. This procurement was a rebid back from April 2024, where no responsive bids were received.

The Invitation for Bid was accessed and/or downloaded from the web site by seventeen (17) interested parties. Two (2) bids were received and opened on November 14, 2024, with one (1) bid being responsive as follows:

Company Name	Total Base Bid
The Great Lakes Construction Co.	\$644,172.50

The Basis of Award is the lowest responsive bid from a responsible bidder for the Total Base Bid price. The Great Lakes Construction Co. was determined to be a responsive bidder.

**RECOMMENDATION:**

The Office of Business Development has set a 10% DBE participation goal for this project. The Great Lakes Construction Co. will be utilizing Denise's Flagging & Construction Services, Inc., Key Cable & Supply, Rockport Ready Mix, and All Contractors Supply LLC.

A resolution will request authorization to issue a contract to The Great Lakes Construction Co. for the W. 65<sup>th</sup> Stairway and Platform Repairs project in an amount not to exceed \$644,172.50. This bid is 9.1% above the engineer's estimate of \$585,612.30.



Greater Cleveland  
Regional Transit Authority

Interoffice Memo

To: Mayor Paul A. Koomar, President  
and Members, Board of Trustees

From: India L. Birdsong Terry *J. L. Birdsong, Ph.D., Acting*  
General Manager, Chief Executive Officer

Date: January 2, 2025

Subject: E. 120<sup>th</sup> Substation Replacement  
IFB Procurement

At the January 7, 2025, Operational Planning and Infrastructure Committee meeting, staff will present a recommendation for a contract award to replace the existing substation with a new 2-megawatt station. An invitation for bids was issued on September 9, 2024. The presentation will include the scope of work, procurement overview, and staff recommendation of contract award.

The new substation will improve service reliability and voltage stability along the GCRTA Red Line. The existing substation has reached the end of its service life and is no longer in service.

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

IBT/RP



**SUMMARY OF AWARD  
East 120<sup>th</sup> Street Substation Replacement**

**PROJECT OVERVIEW:**

The Greater Cleveland Regional Transit Authority (GCRTA) has the need to replace the traction power substation at E. 120<sup>th</sup> Street. The intent of this project is to furnish, deliver, install, test and commission a 2 MW prefabricated traction power substation. This new traction power system equipment shall include but not be limited to the following: AC & DC switchgear, DC isolation switches, rectifier, negative return system, and a rectifier transformer. Control and monitoring systems shall include but not be limited to SCADA, closed circuit television, access control, security, etc.

**PROCUREMENT OVERVIEW:**

The Invitation for Bid ("IFB") for Project 60E – East 120<sup>th</sup> Street Substation Replacement was issued on September 9, 2024. The necessary legal notice was published in the Plain Dealer and Call & Post newspapers. The IFB was also published on the RTA web site.

The IFB was accessed and/or downloaded from the web site by eleven (11) interested parties. Two (2) bids were received and opened on October 16, 2024, as follows:

Company Name	Total Base Bid
RGT Services LLC dba The Fowler Company	\$7,194,208.00
Hatzel & Buehler, Inc.	\$7,590,000.00

The Basis of Award is the lowest responsive bid from a responsible bidder for the Total Base Bid price. RGT Services LLC dba The Fowler Company was determined to be a responsive bidder.

**RECOMMENDATION:**

The Office of Business Development has set a 15% DBE participation goal for this project. RGT Services LLC dba The Fowler Company will achieve this goal using Cook Paving & Construction and Denise's Flagging Services.

**CLIENT BASE:**

RGT Services LLC dba The Fowler Company has successfully completed projects for the GCRTA, Medina City School District, Cuyahoga County Engineer, among others.

A resolution will request authorization to issue a contract to RGT Services LLC dba The Fowler Company for the East 120<sup>th</sup> Street Substation Replacement in an amount not to exceed \$7,194,208.00. This bid is 3.86% above the Engineer's Estimate of \$6,926,561.58.



Greater Cleveland  
Regional Transit Authority

Interoffice Memo

To: Mayor Paul A. Koomar, President  
and Members, Board of Trustees

From: India L. Birdsong Terry *India L. Birdsong Terry, Ph.D., Acting*  
General Manager, Chief Executive Officer

Date: January 2, 2025

Subject: On Call Surveying Services – Phase 7  
RFP Procurement

At the January 7, 2025, Operational Planning and Infrastructure Committee meeting, staff will provide an overview of the upcoming contract for On Call Surveying Services – Phase 7. A request for proposals was issued on October 7, 2024. The presentation will include the scope of work and staff recommendation of the contract award.

The contract will be used to provide physical surveying services that support our design and construction program, as well as, land surveying, easement preparation and platting services in support of our property management and Transit Oriented Development projects.

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

IBT/MJS



Greater Cleveland  
Regional Transit Authority

Interoffice Memo

To: Mayor Paul A. Koomar, President  
and Members, Board of Trustees

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

*JR Coover Ph.D., Acting*

Date: January 2, 2025

Subject: Light Rail Shelter Replacement Program  
Two RFP and one IFB procurements

At the January 7, 2025 Operational Planning and Infrastructure Committee meeting, staff will present the Light Rail Shelter Replacement Project. The project is a comprehensive enhancement of the existing light rail station areas. The program includes three different procurements which are being presented consecutively as follows:

- RFP to furnish and deliver 36 shelters to be installed by GCRTA.
- RFP to furnish and deliver passenger information signage to be installed by GCRTA
- IFB to construct shelter pads, electrical connections and general construction activities required to install the shelters and signs.

The three Procurement Summaries are attached. We will be requesting that the committee recommend these three contracts for Board award.

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

IBT/MBF/SM

**SUMMARY OF AWARD**  
**Light Rail Shelter Replacement (Other Amenities)**

**PROJECT OVERVIEW:**

The Greater Cleveland Regional Transit Authority (GCRTA) has the need to renew the light rail shelters along the Blue and Green Lines. This work involves the furnishing of site amenities at these stations, the installation of new concrete slabs and installation of solar lighting and solar signage. In addition, this project includes the delivery of but not installation of bike racks and trash cans.

**PROCUREMENT OVERVIEW:**

The Invitation for Bid ("IFB") for Project 18.82B – Light Rail Shelter Replacement (Other Amenities) was issued on September 22, 2024. The necessary legal notice was published in the Plain Dealer and Call & Post newspapers. The IFB was also published on the RTA web site.

The IFB was accessed and/or downloaded from the web site by fifteen (15) interested parties. Four (4) bids were received and opened on November 6, 2024, as follows:

Company Name	Total Base Bid
Northeast Ohio Trenching Service, Inc.	\$293,000.00
Hatzel & Buehler, Inc.	\$333,820.00
Apex Construction & Management Co, Inc.	\$356,900.00
Perk Company, Inc.	\$368,165.00

The Basis of Award is the lowest responsive bid from a responsible bidder for the Total Base Bid price. Northeast Ohio Trenching Services, Inc. was determined to be a responsive bidder.

**RECOMMENDATION:**

The Office of Business Development has set a 15% DBE participation goal for this project. Northeast Ohio Trenching Service, Inc. completed the good faith effort process. This was reviewed and approved by the Office of Business Development.

**CLIENT BASE:**

Northeast Ohio Trenching Service, Inc. has successfully completed projects for the City of Brooklyn, City of Aurora, Tri-C, and GCRTA, among others.

A resolution will request authorization to issue a contract to Northeast Ohio Trenching Service, Inc. for the Light Rail Shelter Replacement (Other Amenities) in an amount not to exceed \$293,000.00. This bid is 12.54% below the Engineer's Estimate of \$335,000.00.



Greater Cleveland  
Regional Transit Authority

Interoffice Memo

To: Mayor Paul A. Koomar, President  
and Members, Board of Trustees

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

Date: January 2, 2025

Subject: On Call Signal Engineering – 2024  
RFP Procurement

At the January 7, 2025, Operational Planning and Infrastructure Committee meeting, staff will provide an overview of the upcoming contract for On Call Signal Engineering Services, 2024. A request for proposals was issued on October 4, 2024. The presentation will include the scope of work and staff recommendation of the contract award.

The contract will be used to provide rail signal engineering services for highway-rail grade crossing warning systems, wayside and cab signal systems, as well as roadway traffic controls systems. Also included is assistance with regulatory compliance, training, and specification development.

Anticipated tasks include replacement of the GL1 processor, replacement of track circuits at Tower City, and signal issues as they arise.

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

IBT/AJK



To: Mayor Paul A. Koomar, President  
and Members, Board of Trustees

From: India L. Birdsong Terry *JL Covell, Ph.D., Acting*  
General Manager, Chief Executive Officer

Date: January 2, 2025

Subject: Proposed Change Order and reinstatement of the General Manager's signing  
authority

Track and Platform Bridge Rehabilitation over West 117<sup>th</sup> Street  
Contract No. 2023-030 Project No. 62A - Construction

At the January 7, 2025, Operational Planning and Infrastructure Committee meeting, staff will present a change order for the Track and Platform Bridge Rehabilitation over West 117<sup>th</sup> Street.

The proposed Change Order is due to an unforeseen site condition finding lead-based paint on the tops of the steel track bridge members discovered once the existing bridge decks were removed. Work stoppage was required to remove the hazardous paint from the project site. Due to difficulties in quantifying the cost of such abatement work, construction change directives (CCDs) in two phases were initiated following the RTA/FTA approved procurement process to allow scheduled critical path work to continue.

The request for approval of this proposed Change Order amount for lead based paint abatement work will exceed the current General Manager's (GM) signing authority and staff also requests reinstatement of the GM signing authority. A copy of the current change order log is attached.

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

IBT/kdd

**APPROVED CHANGE ORDERS  
REHABILITATION OF TRACK/PLATFORM BRIDGES OVER W. 117<sup>TH</sup> STREET**

Contract # 2023-030

Contractor: Suburban Maintenance & Construction, Inc.

Original Contract Amount: \$7,563,549.00

Total GM CO Authority Remaining: \$44,398.07

Total Change Order Amount to Date: \$1,237,713.86

%Change to Date: 14.1%

CO No.	CO Description	Approval Date	CO Amount	Contract Value
1	NeoGraf Data Line Relocation	8/10/2023	\$16,524.00	\$7,580,073.00
2	Platform Speakers Replacement	11/20/2023	\$4,196.92	\$7,584,269.92
3	Additional Rebar Quantities	11/22/2023	\$3,391.01	\$7,587,660.93
4	NS Delay	03/19/2024	\$765,000.00	\$8,352,660.93
5	NS Falsedecking Redesign	03/25/2024	\$5,230.12	\$8,357,891.05
6	Credit for NS Install of Ballast Retainer	03/25/2024	(\$4,000.00)	\$8,353,891.05
CCD #1	Eastbound Bridge Lead Abatement	05/03/2024	\$49,891.25	\$5,403,782.03
CCD #1 Continuation	Eastbound Bridge Lead Abatement	05/16/2024	\$90,455.00	\$8,494,237.30
7	Platform Column Repair	05/17/2024	\$30,854.00	\$8,525,091.30
8	West Bolster Beam	05/20/2024	\$18,893.00	\$8,543,984.30
9	East Bolster Beam	05/23/2024	\$12,000.00	\$8,555,984.30
10	Additional Signage	07/30/2024	\$9,466.20	\$8,565,450.50
11	East Curb Railing Anchorage Modification	07/30/2024	\$17,029.52	\$8,582,480.02
12	Asphalt Deck Protection	08/01/2024	\$28,720.00	\$8,611,200.02
13	Platform Excavation	08/12/2024	\$11,095.84	\$8,622,295.86
14	Jump Span Beam Rehab	08/27/2024	\$29,012.00	\$8,651,307.86

<b>CO No.</b>	<b>CO Description</b>	<b>Approval Date</b>	<b>CO Amount</b>	<b>Contract Value</b>
15	COC Full Depth Curb Wall Repair	09/26/2024	\$2,128.80	\$8,653,436.66
CCD #2	Westbound Bridge Lead Abatement	10/15/2024	\$98,566.20	\$8,752,002.86
16	Fence Credit	11/05/2024	(\$3,000.00)	\$8,749,002.86
17	Steel Framing Retrofits	11/12/2024	\$7,260.00	\$8,756,262.86
18	Additional Epoxy Injection	12/17/2024	\$18,000.00	\$8,774,262.86
19	Asphalt Deck Protection	12/20/2024	\$27,000.00	\$8,801,262.86





Greater Cleveland  
Regional Transit Authority

Interoffice Memo

To: Mayor Paul A. Koomar, President  
and Members, Board of Trustees

From: India L. Birdsong Terry *India L. Birdsong Terry, Ph.D., Acting*  
General Manager, Chief Executive Officer

Date: January 2, 2025

Subject: Proposed Change Order and reinstatement of the General Manager's signing  
authority

Tower City East Portal Rehabilitation  
Contract No. 2023-155 Project No. 52N - Construction

At the January 7, 2025, Operational Planning and Infrastructure Committee meeting, staff will present a change order for the Tower City East Portal Rehabilitation project.

The proposed Change Order is due to an unforeseen site condition finding the existing storm structure lids located 2 feet below track level were welded or rusted shut. The reuse of the lids after cleaning interior pipes and structures was not feasible. This change order will add risers and new lids to the structures to improve drainage and keep the structures accessible for future maintenance.

The request for approval of this Proposed Change Order for drainage improvement work will exceed the current General Manager's (GM) signing authority and staff also requests reinstatement of the GM signing authority. A copy of the current change order log is attached.

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

IBT/kdd

**APPROVED CHANGE ORDERS  
TOWER CITY EAST PORTAL REHABILITATION**

Contract # 2023-155

Contractor: The Great Lakes Construction Co.

Original Contract Amount: \$15,739,633.00

Total GM CO Authority Remaining: \$17,089.08

Total Change Order Amount to Date: \$470,830.72

%Change to Date: Less than 2.99%

<b>CO No.</b>	<b>CO Description</b>	<b>Approval Date</b>	<b>CO Amount</b>	<b>Contract Value</b>
1	Emergency Slope Stabilization	4/9/2024	\$55,655.16	\$15,795,288.16
2	Field Office Modification	5/23/2024	(\$12,080.20)	\$15,783,207.96
3	Track 7 Cracked Web Repair	10/15/2024	\$15,547.72	\$15,798,755.68
4	Ballast Cleanup	11/4/2024	\$31,028.01	\$15,829,783.69
5	Deficient Cut and Throw Rail	11/12/2024	\$16,915.93	\$15,846,699.62
6	Catenary Supports for Cut and Throw	12/2/2024	\$22,200.00	\$15,868,899.62
7	Track 6 Rail Repair	12/18/2024	\$265,507.59	\$16,134,407.21
8	Portal 7 Exterior Repair	12/18/2024	\$76,056.51	\$16,210,463.72

## AGENDA

### RTA AUDIT, SAFETY COMPLIANCE AND REAL ESTATE COMMITTEE

Tuesday, January 7, 2025

Committee Members: Mayor Paul A. Koomar, Chair  
Ms. Lauren R. Welch, Vice Chair  
Ms. Anastasia A. Elder  
Ms. Emily Garr Pacetti  
Mr. Jeffrey W. Sleasman  
Mayor David E. Weiss

- I. Roll Call
- II. Sale of Property - a presentation on the sale of excess land to Flaherty & Collins Properties for the transit-oriented development project known as the "Depot on Detroit".  
  
Presenter:
  - Jim Rusnov, Senior Real Estate Manager
- III. Adjourn



To: Mayor Paul A. Koomar, President  
and Members, Board of Trustees

From: India L. Birdsong Terry *India L. Birdsong Terry, Ph.D., Acting*  
General Manager, Chief Executive Officer

Date: January 2, 2025

Subject: Sale of Real Property to Flaherty & Collins Development, LLC

At the January 7, 2025 Audit, Safety Compliance & Real Estate Committee meeting, staff will present an update on this transit-oriented development (TOD) project and recommend a resolution to authorize an agreement for the sale of excess property to Flaherty & Collins Development, LLC.

In October 2022, GCRTA's Board authorized an Option Agreement with Flaherty & Collins for its potential future purchase of GCRTA-owned real property located at 10300 Detroit Avenue in the City of Cleveland, adjacent to the West Boulevard-Cudell Rapid Transit Station.

In the interim, Flaherty & Collins has completed its design and succeeded in obtaining financing, including Low Income Housing Tax Credits, and the required approvals from the City of Cleveland for its residential TOD project known as The Depot on Detroit. This project will advance GCRTA's TOD goals. The next step is for the Board to approve a purchase and sale agreement with Flaherty & Collins for the 1.35-acre parcel of GCRTA land which comprises the project site.

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

IBT/mbf

## AGENDA

### RTA COMMITTEE OF THE WHOLE BOARD

Tuesday, January 7, 2025

Committee Members: Mayor Paul A. Koomar, Chair  
Ms. Lauren R. Welch, Vice Chair  
Mayor Anthony D. Biasiotta  
Ms. Anastasia A. Elder  
Mr. Stephen M. Love  
Rev. Charles P. Lucas  
Ms. Deidre Y. McPherson  
Ms. Emily Garr Pacetti  
Mr. Jeffrey W. Sleasman  
Mayor David E. Weiss

- I. Roll Call
- II. CAC Operating Guidelines – proposed revisions to the Community Advisory Committee (CAC) Operating Guidelines.  
  
Presenter(s):
  - Dawn Tarka, Associate Counsel II
  - Natoya Walker Minor, Deputy General Manager, Administration & External Affairs
- III. Executive Session Requested:
  - To consider the appointment, employment, dismissal, discipline, promotion, demotion, compensation of a public employee or official.
- IV. Adjourn



Greater Cleveland  
Regional Transit Authority

Interoffice Memo

To: Mayor Paul A. Koomar, President  
and Members, Board of Trustees

From: India L. Birdsong Terry *J. McLaughlin, Ph.D., Acting*  
General Manager, Chief Executive Officer

Date: January 2, 2025

Subject: Community Advisory Committee Operating Guidelines

At the January 7, 2025 Committee of the Whole meeting, staff will present proposed revisions to the Community Advisory Committee ("CAC") Operating Guidelines.

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

Attachment: Redline of proposed revisions to CAC Operating Guidelines

IBT/NWM/DMT

## COMMUNITY ADVISORY COMMITTEE ("CAC") OPERATING GUIDELINES

1. These Operating Guidelines are authorized and established by Chapter 222.04 of the Codified Rules and Regulations ("Code Book") of the Greater Cleveland Regional Transit Authority ("Authority").
2. Officers.
  - A. In addition to the Chair and Vice Chair, the Community Advisory Committee ("CAC") will elect a Secretary.
  - B. The Chair conducts the regular and any special CAC meetings. The Vice Chair stands in for the Chair as needed. The Secretary calls roll at the beginning of meetings and when needed for a vote. The Secretary takes minutes summarizing the business conducted at each meeting.
  - C. The election of officers shall take place each year during the April meeting. If it is necessary to delay elections in any given year, the Chair will document, in writing, the need for such delay.
  - D. Officers shall be elected to one-year terms, ending at the April meeting of the following year. Officers may not serve more than ~~six-four~~ consecutive one-year terms in the same office.
  - D.E. In the event of a vacancy in the position of Chair, Vice Chair or Secretary, a replacement will be elected at the next regular meeting of the CAC.
3. Staff Liaison. The Staff Liaison is appointed under Section 222.04(a)(6) of the ~~Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority~~ Code Book to serve as the primary point of contact with the Authority. The Staff Liaison maintains meeting minutes.
4. Meetings.
  - A. For purposes of establishing a quorum at all CAC meetings, ~~a majority at least 50% plus one~~ of the CAC's appointed members must be present for the CAC to take action. ~~A majority At least 50% plus one~~ of the appointed members present at a meeting must vote in favor of an action to approve the action.
  - B. Regular meetings.
    1. In accordance with Article III, Section 9(b)(1) of the Bylaws of the Board of Trustees and Section 222.04(a)(4) of the Code Book, notice of the times and places of regular meetings for each calendar year will be posted not later than two (2) days prior to the day of the first regular meeting of the calendar year. If the time or place of a regular meeting or meetings is changed during the calendar year, notice of the new time or place will be posted at least twenty-four hours before the time of the first changed regular meeting.
    - 1-2. Regular CAC meetings shall be held quarterly, with possible exceptions for special events. The regular meetings will be used for presentations from, and discussions with, Authority staff and other parties of interest to the CAC, the setting of agendas, discussion of and action on topics of interest related to the CAC's ~~mission and~~ purpose, and organization and coordination of CAC activities.
    - 2-3. The CAC will review programs and projects brought to them by the Board of Trustees or Authority staff.
    - 3-4. ~~Members of the general public are welcome to attend all meetings of the CAC and its subcommittees.~~ CAC meetings are open to the public in

- accordance with the Ohio Open Meetings Act and Section 222.04(a)(4) of the Code Book. Public comments are not permitted at CAC meetings.
- C. Special meetings.
1. In accordance with Article III, Section 9(c) of the Bylaws of the Board of Trustees and Section 222.04(a)(4) of the Code Book, notice of the time, place and purposes of special meetings shall be posted not later than twenty-four (24) hours before the time of the special meeting.
  - 1.2. Special meetings may be called by the Chair, at the request of any officer, or upon the written request of at least five members, provided ~~at least forty-eight hours' notice is given~~ the request is made at least five (5) business days before the proposed meeting date.
  - 2.3. The Chair, Vice Chair, or Staff Liaison will notify CAC members of the time, place, and purpose of such special meeting, and no business other than the specific topic around which the special meeting was called shall be considered.
- D. CAC members are encouraged, but not required, to attend ~~public events, including~~ community meetings, public hearings, groundbreakings, grand openings, and ~~GCRTA Board~~Board of Trustees Meetings.
- E. The business of the CAC shall be conducted according to Robert's Rules of Order.
5. Subcommittees. The CAC will have at least three standing subcommittees:
- A. The ADA Advisory Subcommittee;
  - B. The Advocacy and Education Subcommittee; and
  - C. The Rules Subcommittee.
  - D. Each standing subcommittee will elect a chair.
  - ~~D.E.~~ Standing subcommittees will meet at least quarterly.
  - ~~E.F.~~ CAC members ~~will choose~~are strongly encouraged to participate on at least one subcommittee. ~~Subcommittee participation is strongly encouraged.~~
  - ~~F.G.~~ For purposes of establishing a quorum, a majority at least 50% plus one of each subcommittee's appointed members must be present for the subcommittee to take action. ~~A majority At least 50% plus one~~ of the appointed members present at a meeting must vote in favor of an action to approve the action.
  - ~~G.H.~~ Subcommittees shall meet, discuss, and make recommendations on matters referred to them by the CAC, Authority staff and/or the Board of Trustees.
  - ~~H.I.~~ CAC subcommittee meetings are open to the public in accordance with the Ohio Open Meetings Act and Section 222.04(a)(4) of the Code Book. Public comments are not permitted at CAC subcommittee meetings. Public participation is welcome at all subcommittee meetings.
6. Agendas. CAC meeting agendas shall be set by the Chair and Authority staff with input from the Board of Trustees. Agendas shall be ~~posted available~~ five (5) business days before the meeting date, if possible. ~~A recommended agenda format is attached as Exhibit 1. The agenda will be posted on the CAC page of the GCRTA's website in addition to the front lobby of GCRTA's main office building.~~
7. Public Input. In order to provide an opportunity for the public and outside entities to interact with the CAC, members of the public may bring an issue to the attention of the CAC, for consideration by the Advocacy and Education Subcommittee, as follows:



- A. By telephone at (216) 356-3181
- B. By web form at [www.riderta.com/cac/feedback](http://www.riderta.com/cac/feedback).

7.8. Attendance.

- A. Attendance at regular CAC meetings is required. A member wishing to be excused shall contact the Staff Liaison and/or the Chair.
- B. A CAC member is permitted only two unexcused absences from regular meetings per calendar year. After three unexcused absences, the CAC may notify the member in writing and make a recommendation to the Board of Trustees to remove the individual from the CAC.

8.9. Guideline review process. ~~Each July, the~~ The Rules Subcommittee shall review the CAC's ~~operating~~ Operating guidelines ~~Guidelines annually and propose amendments for consideration by the full CAC for appropriate additions, deletions, or amendments. All recommendations for changes. The full CAC shall be voted on by the full CAC~~ the proposed amendments and, ~~if approved,~~ submitted them to the Board of Trustees for approval. If the need for an amendment arises at a time other than the annual review, the Rules Subcommittee may meet to consider such an amendment.