



Greater Dayton RTA Board of Trustees

Public Board Meeting

Meeting Packet

Tuesday, March 7, 2023 – 3:00 p.m.

**Greater Dayton RTA
4 South Main Street - Dayton OH 45402
3rd Floor Board Room**

Interpreters for hearing-impaired individuals are available upon request. Requests should be made at least 5 days prior to the date of the meeting. For more information, contact 425-8392.

Greater Dayton RTA Board of Trustees Packet

Meeting Date: Tuesday, March 7, 2023 – 3:00 p.m.

Wright Stop Plaza – 4 S. Main Street – Dayton OH 45402 – 3rd Floor Board Room

AGENDA

Next Section





AGENDA

Greater Dayton RTA Board of Trustees
Public Board Meeting

Wright Stop Plaza
4 South Main Street, 3rd Floor Board Meeting Room, Dayton, OH 45402

Tuesday, March 7, 2023 – 3 p.m.

- | | |
|---|-------------------------------------|
| 1. Call to Order | John Lumpkin / Sharon Howard |
| 2. Pledge of Allegiance | John Lumpkin / Sharon Howard |
| 3. Roll Call | Mary Stanforth |
| 4. Approval of Consent Agenda | John Lumpkin / Sharon Howard |
| 5. Approval of February 7, 2023 Board Meeting Minutes | John Lumpkin / Sharon Howard |
| 6. Committees Reports | |
| <u>Finance/Personnel Committee</u> | Belinda Matthews-Stenson |
| Action Item #2 – Temporary Services | |
| Action Item #3 – Legal Services | |
| Report | |
| <u>Planning Committee</u> | Nikol Miller |
| Action Item #4 – Apteian Software Maintenance | |
| Action Item #5 – Clever Devices Maintenance Agreement | |
| Report | |
| 7. Chief Executive Officer’s Report | Bob Ruzinsky |
| 8. Old Business | John Lumpkin / Sharon Howard |
| 9. New Business | John Lumpkin / Sharon Howard |
| 10. Public Comment | John Lumpkin / Sharon Howard |
| 11. Board Member Comments - Announcements | Board Members |

Greater Dayton RTA Board of Trustees – March 7, 2023

12. Request for Executive Session – *as needed*

John Lumpkin / Sharon Howard

Reconvene to Regular Session

13. Adjourn

John Lumpkin / Sharon Howard

Suggested Next Meetings

Board Meetings

April 4, 2023 3 p.m.

May 2, 2023 3 p.m.

June 6, 2023 3 p.m.

Committee Meetings

March 21, 2023 Jointly Held Finance/Personnel & Planning- 8:30 a.m.

April 18, 2023 Jointly Held Finance/Personnel & Planning- 8:30 a.m.

April 20, 2023 Investment Advisory- 11:45 a.m.

May 16, 2023 Jointly Held Finance/Personnel & Planning- 8:30 a.m.

Interpreters for hearing impaired individuals are available upon request. Requests should be made at least 5 days prior to the date of the meeting. For more information, please call (937) 425-8392. Thank you.

Greater Dayton RTA Board of Trustees Packet

Meeting Date: Tuesday, March 7, 2023 – 3:00 p.m.

Wright Stop Plaza – 4 S. Main Street – Dayton OH 45402 – 3rd Floor Board Room

APPROVAL OF MINUTES

Next Section





Minutes

Greater Dayton RTA Board of Trustees Public Board Meeting

February 7, 2023

- Trustees: Sharon D. Howard, Vice President
Al Fullenkamp
Sharon Hairston
Adrienne L. Heard
Belinda Matthews-Stenson
Nikol M. Miller
Thomas Weckesser
David P. Williamson
- Excused: John Lumpkin, President
- Staff: Bob Ruzinsky, Chief Executive Officer
Daron Brown, Chief Maintenance Officer
Roland Caldwell, Chief Transportation Officer
Christopher Conard, Coolidge Wall, Co. LPA
Cathy Garner, Senior Executive Administrative Assistant
Brandon Policicchio, Chief Customer and Business Development Officer
Mary K. Stanforth, Chief Financial Officer
- Others: Interested citizens (see attached sheet)

Call Meeting to Order

Ms. Howard called the meeting to order at 3:00 p.m. A quorum was present and proper notice of the meeting had been given.

PLEDGE OF ALLEGIANCE

Ms. Howard led attendees in reciting the Pledge of Allegiance.

ROLL CALL

Roll call was taken:

Mr. Fullenkamp	Yes	Ms. Matthews-Stenson	Yes
Ms. Hairston	Yes	Ms. Miller	Yes
Ms. Heard	Yes	Mr. Weckesser	Yes
Ms. Howard	Yes	Mr. Williamson	Yes
Mr. Lumpkin	Excused		

OATH OF OFFICE FOR NIKOL M. MILLER

Mr. Chris Conard administered the oath of office to Ms. Nikol M. Miller.

APPROVAL OF CONSENT AGENDA

Ms. Howard stated Greater Dayton Regional Transit Authority (RTA) By-Laws require Board Trustees approval of today’s Board Meeting Agenda. The Agenda was mailed in advance, and Ms. Howard asked if there are any changes to the Agenda? Upon hearing no requests or changes, Ms. Howard DECLARED APPROVAL of today’s Board Meeting Agenda.

APPROVAL OF DECEMBER 6, 2022 BOARD MEETING MINUTES

Ms. Howard asked if anyone requests a reading of the minutes or if there are corrections to the minutes?

Upon hearing no requests or changes, Ms. Howard DECLARED APPROVAL of the December 6, 2022, Board Meeting Minutes.

PLANNING COMMITTEE REPORT (TOM WECKESSER)

Mr. Weckesser stated the Finance/Personnel and Planning Committees held a meeting on January 17th and as a result, the Planning Committee is recommending three (3) Action Items for the Board’s consideration.

ACTION ITEM #2 - MERAKI WI-FI HARDWARE, LICENSING & SUPPORT

Mr. Weckesser stated at the meeting Mr. Harrington explained the purpose of this procurement is to replace all Wi-Fi throughout RTA with new hardware, updated services, and a five-year licensing and support agreement. A total of 152 indoor and outdoor Wi-Fi units, 50 antennas, and 3 UPOE switches will be purchased. RTA is allowed to

purchase IT products from GSA Multiple Award Schedule. To ensure that pricing is indeed fair and reasonable, quotes were solicited from three sources.

MOTION MADE by Mr. Weckesser and SECONDED by Ms. Heard to AWARD to CBTS, LLC for the purchase of Wi-Fi hardware for \$230,106 and a five year Enterprise Licensing and Support Agreement for \$43,677 for a grand total of \$273,783. This procurement will be funded with Capital Funds.

MOTION CARRIED by voice vote.

Ayes: Eight Nays: None

ACTION ITEM #3 - CELLULAR MODEMS FOR VEHICLES

Mr. Weckesser stated Mr. Harrington explained the purpose of this procurement is to replace the seven-year-old cellular modems and antennas on the entire vehicle fleet, both revenue and non-revenue, throughout RTA. This replacement will allow our modems and antennas to be AT&T FirstNet ready, allowing integration with the First Responder Network. Furthermore, these new modems will allow RTA to better analyze any cellular coverage issues and the accuracy of the Global Positioning System information stored in the Clever Devices' systems. Requests were sent to 28 companies for the purchase of 325 CradlePoint modems, 297 Panorama antennas, and five years' licensing of NetCloud Mobile Essentials for modems.

MOTION MADE by Mr. Weckesser and SECONDED by Ms. Matthews-Stenson to AWARD to Step CG, LLC for the purchase of CradlePoint modems, Panorama antennas, and five years' licensing of NetCloud Mobile Essentials for a grand total of \$942,661. This procurement will be funded with Capital Funds.

MOTION CARRIED by voice vote.

Ayes: Eight Nays: None

ACTION ITEM #4 - PUBLIC TRANSPORTATION AGENCY SAFETY PLAN APPROVAL

At the meeting Mr. Policicchio stated safety, and safety management is the top priority of the RTA. The Public Transportation Agency Safety Plan, known as the PTASP, is a federally required plan which outlines safety performance criteria, strategies, and staff training for transit providers and sets targets to measure and monitor safety performance. This plan allows RTA to have a proactive rather than reactive approach to safety within all aspects of operations. The PTASP was originally implemented in 2020 and was revised in 2022 to ensure all updates to agency policies and procedures, as well as updates to federal guidelines were included. Additionally, the PTASP was reviewed and approved by the RTA Safety Committee and Chief Executive Officer in August 2022. The plan must now be approved by the RTA Board of Trustees to be fully implemented, per federal regulations.

MOTION MADE by Mr. Weckesser and SECONDED by Ms. Hairston to APPROVE RTA’s Public Transportation Agency Safety Plan.

MOTION CARRIED by voice vote.

Ayes: Eight Nays: None

Discussion Items to Mention

Mr. Weckesser stated at the committee meeting Mr. Policicchio also provided a summary document of recent activities in the Customer & Business Development Department. Mr. Policicchio shared that December 2022 ridership was down 22% compared to December 2019, however, overall ridership is trending higher than the national average. Mr. Policicchio also shared RTA will be reaching back out to the public in the coming months to share updates and collect feedback on changes it’s made to the 2019 system redesign plan, called What Connects You. These revised plans take into account changes to ridership and economic development activities that have occurred since 2019.

FINANCE/PERSONNEL COMMITTEE REPORT (BELINDA MATTHEWS-STENSON)

Ms. Matthews-Stenson stated the Finance/Personnel Committee does not have any Action Items to bring forward, however, we do have important updates to share.

Discussion Items to Mention

The Small Purchases Information was presented at our January 17th meeting by Ms. Deborah Howard, and this information is included in today's Board package.

Staff is currently in the process of finalizing year-end 2022 financial reports.

INVESTMENT ADVISORY COMMITTEE REPORT (AL FULLENKAMP)

Mr. Fullenkamp stated the Investment Advisory Committee met on Thursday, January 19th for an informative financial presentation from Eileen Stanic of Meeder Investments.

Meeder's presentation along with RTA's investment report is included in today's Board package.

The Committee is not bringing forth action items today, however, in the coming months, we plan to update the investments policy, which aligns with the Ohio Revised Code.

Regarding Sales Tax, Year-to-Date (YTD) September 2022 receipts equal \$35.7 million. In comparison, YTD September 2021 receipts equaled \$34.5 million. This represents an increase of \$1.2 million or 3.7%. This is concerning as the increase is not keeping up with inflation.

CHIEF EXECUTIVE OFFICER'S REPORT

Mr. Ruzinsky stated there was a nice article in the Dayton Daily Newspaper, unfortunately, the reporter failed to make it clear that these are future plans and that they have to go through public scrutiny and approval, in addition RTA needs to hire about 75 more bus drivers, which is RTA's intent. Mr. Ruzinsky stated this will likely be a two to three-year process. Mr. Ruzinsky stated he received lots of emails from people excited about the changes, however, he had to let them know this is a plan at this point in time.

Mr. Ruzinsky welcomed and introduced Mr. Pat O'Malley as the Deputy Chief Maintenance Officer and Mr. Aaron Taylor, as Deputy Chief Transportation Officer. Mr. O'Malley has worked for RTA for many years, while Mr. Taylor comes from the Columbus Ohio Transit Authority (COTA) with 11 years of transit experience.

OLD BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENT

Ms. Howard stated anyone wishing to address the Board must speak on their own behalf. After you are recognized to speak you must come to the lectern or if you're physically unable to do so a handheld microphone will be brought to you. You must first state your name and address, after doing so, at that point you have 3 minutes to make your comments. A yellow light will come on when you have 30 seconds remaining, and the Secretary will say 30 seconds. When your three minutes are up, the red light will come on and the Secretary will say stop, and at that time you must stop talking and leave the lectern or surrender the microphone.

Mr. Kevin Frazier – 555 Recess Drive, Dayton, Ohio 45404 – Mr. Frazier has been receiving many complaints from drivers about the recent changes made causing longer layovers for customers. Regarding RTA's 50th Anniversary, Mr. Frazier stated he is not happy that only Staff who come to work were rewarded. Mr. Frazier feels that all Staff should have received this incentive, including those out on sick leave.

Ms. Kimberly Bright – 911 N. Gettysburg Avenue, Dayton, Ohio 45417 – Ms. Bright is employed at Yoder Industries, Inc. Ms. Bright stated since the implementation of RTA's recent route changes on Route 22, she and several other employees now must walk from Webster Street all the way to Needmore and Wadsworth Road to get to work after deboarding the bus. Ms. Bright stated this is a long walk. Ms. Bright commented she sometimes must work until 11:00 p.m. and misses her bus, she then has to pay someone additional money to transport her home, which is costing her extra money while having a monthly bus pass. Ms.

Bright is requesting Route 22 be reinstated prior to the changes that recently occurred.

The following Citizens requested Senior E-Z Ride Service be reinstated:

- Ms. Sandra Smothers - 215 McDaniel Street, Apartment #207 - McPherson Town, Dayton, Ohio 45417.
- Ms. Lanetta Day – 1465 W. 3rd Street, Apt. #118, Dayton, Ohio 45402.
- Ms. Mary Miller - 229 Colgate Avenue, Dayton, Ohio 45417.

Bishop E. Ray Cobia – 4746 Germantown Pike, Dayton, Ohio 45417. Bishop Cobia stated he feels that there is a continuous need for better customer service communication within RTA and the bus drivers regarding the people they serve.

BOARD MEMBER COMMENTS - ANNOUNCEMENTS

Board members welcomed Ms. Nikol Miller in joining the Greater Dayton RTA Board of Trustees.

Ms. Miller thanked everyone for their welcoming wishes and stated she is happy to be back in this different role!

EXECUTIVE SESSION

Ms. Howard stated there is a request to go into Executive Session for the purpose of discussing potential litigation. No Action is expected today.

MOTION MADE by Ms. Hairston and SECONDED by Mr. Fullenkamp to RECESS into Executive Session for the purpose of discussing potential litigation.

Roll call was taken:

Mr. Fullenkamp	Yes	Ms. Matthews-Stenson	Yes
Ms. Hairston	Yes	Ms. Miller	Yes
Ms. Heard	Yes	Mr. Weckesser	Yes
Ms. Howard	Yes	Mr. Williamson	Yes
Mr. Lumpkin	Excused		

The meeting recessed at 3:27 p.m.

MOTION MADE by Ms. Hairston and SECONDED by Ms. Heard to RECONVENE into regular session.

Roll call was taken:

Mr. Fullenkamp	Yes	Ms. Matthews-Stenson	Yes
Ms. Hairston	Yes	Ms. Miller	Yes
Ms. Heard	Yes	Mr. Weckesser	Yes
Ms. Howard	Yes	Mr. Williamson	Yes
Mr. Lumpkin	Excused		

The meeting reconvened at 3:53 p.m.

ADJOURNMENT

MOTION MADE by Ms. Heard and SECONDED by Ms. Hairston to ADJOURN the meeting.

MOTION CARRIED by voice vote.

Ayes: Eight Nays: None

The meeting adjourned at 3:54 p.m.

ATTEST

Sharon D. Howard
Vice President
RTA Board of Trustees

Mary K. Stanforth
Secretary/Treasurer
RTA Board of Trustees

cg

Greater Dayton RTA Board of Trustees Packet

Meeting Date: Tuesday, March 7, 2023 – 3:00 p.m.

Wright Stop Plaza – 4 S. Main Street – Dayton OH 45402 – 3rd Floor Board Room

ACTION ITEM #2

Next Section



ACTION ITEM #2 Temporary Services

The purpose of this procurement is to contract with a qualified temporary staffing firm(s) with expertise in expeditiously sourcing, screening, and providing quality candidates to fill the temporary staffing needs and/or temp-to-hire needs of the RTA. This supports our core value of Our People because our employees are vital to our success, and our people make a difference in everything we do.

Sealed bids for the purchase of Temporary Services for a two-year period were solicited through the Dayton Daily News and the Dayton Weekly News. Invitations for Bid were sent to 23 vendors.

At 2:00 p.m. on January 20, 2023, six (6) bids were received and publicly opened. The results were as follows:

Contract Year One

Item No.	Description	Tranquil Multi Dynamic Advisory, LLC Reston, VA Billed Hourly Rate	Dunson & Associates Dayton, OH Billed Hourly Rate	Compunnel Software Group Columbus, OH Billed Hourly Rate	Health Advocates dba Staff Today Boca Raton, FL Billed Hourly Rate	Compu-Vision Consulting N. Brunswick, NJ Billed Hourly Rate	Softsages Technology Columbus, OH Billed Hourly Rate
1.	Accounting Asst.	17.94	18.31	19.08	21.60	36.00	46.00
2.	Administrative Asst.	15.93	16.25	19.54	20.25	38.00	32.00
3.	Receptionist	15.93	16.25	17.98	18.90	30.00	26.00
4.	Data Entry Clerk	16.42	16.75	22.09	18.90	43.00	31.00
5.	Network Support Specialist	22.54	23.00	28.09	33.75	52.00	37.00
6.	Human Resources Staff	26.12	18.14	23.09	24.30	49.00	34.00
7.	Purchasing Agent	27.96	23.00	23.54	27.00	44.00	45.00

Contract Year Two

Item No.	Description	Tranquil Multi Dynamic Advisory, LLC Reston, VA Billed Hourly Rate	Dunson & Associates Dayton, OH Billed Hourly Rate	Compunnel Software Group Columbus, OH Billed Hourly Rate	Health Advocates dba Staff Today Boca Raton, FL Billed Hourly Rate	Compu-Vision Consulting N. Brunswick, NJ Billed Hourly Rate	Softsages Technology Columbus, OH Billed Hourly Rate
1.	Accounting Asst.	17.94	18.31	19.08	21.60	37.08	47.00
2.	Administrative Asst.	15.93	16.25	19.54	20.25	39.14	33.00
3.	Receptionist	15.93	16.25	17.98	18.90	30.90	27.00
4.	Data Entry Clerk	16.42	16.75	22.09	18.90	44.29	32.00
5.	Network Support Specialist	22.54	23.00	28.09	33.75	53.56	38.00
6.	Human Resources Staff	26.12	18.14	23.09	24.30	50.47	35.00
7.	Purchasing Agent	27.96	23.00	23.54	27.00	45.32	46.00

The lowest vendor has been vetted and it was learned they are successful in placing temporary employees out of state. Tranquil Multi Dynamic Advisory sources by online ad placements, social media, internet searches, contacts with key professional leaders, peer to peer referrals, search of their existing candidates databased, networking with professional associations and they do virtual interviews. Dunson & Associates, our current vendor, was low on some of the items but will also be used if Tranquil is unsuccessful in filling a position in a timely manner.

Funds for Temporary Services are included in the Human Resources operating budget.

The Finance/Personnel and Planning Committees discussed this Action Item on February 21, 2023 and support the Chief Executive Officer's recommendation to the Board of Trustees.

After reviewing and analyzing the bids submitted, the Chief Executive Officer (CEO) recommends contract AWARDS to Tranquil Multi-Dynamic Advisory, LLC for Item Numbers 1-5 and to Crystal L. Dunson & Associates Inc. for Item Numbers 6 and 7 for a two-year period. The aggregate award amount will not exceed \$110,000. Actual award amounts will vary based on usage.

Board Meeting – 3/7/23
Director of Human Resources

Greater Dayton RTA Board of Trustees Packet

Meeting Date: Tuesday, March 7, 2023 – 3:00 p.m.

Wright Stop Plaza – 4 S. Main Street – Dayton OH 45402 – 3rd Floor Board Room

ACTION ITEM #3

Next Section



	Firm	Years	Hourly Rate	Hourly Rate Paralegal	Services
1.	Coolidge Wall Co., LPA Dayton, OH	Years 1, 2 and Option Year 3 Option Years 4 and 5 Years 1 and 2 and Option Years 3, 4 and 5	\$250 \$265 \$250	\$165 \$175	General and Corporate Affairs, EEO and Miscellaneous, Litigation and Settlement; Workers' Compensation and Labor Attendance at Board and Committee meetings
2.	Baker & Hostetler LLP Columbus, OH	Year 1 Year 2 Option Years 3 and 4 Option Year 5 Years 1, 2 and Option Year 3 Option Years 4 and 5	\$290 \$310 \$330 \$345 \$18,000 \$22,000 \$20,000 \$22,000	\$195 \$195 \$195 \$195	Labor and Workers' Compensation; EEO and Miscellaneous <u>Flat fee arrangement</u> Labor arbitration contract interpretations Discipline/discharge cases <u>Flat fee arrangement</u> Labor arbitration contract interpretations Discipline/discharge cases
3.	Shumaker, Loop & Kendrick, LLP Toledo, OH	*	*	*	*
4.	Bricker & Eckler LLP Dayton, OH	*	*	*	*
5.	Taft, Stettinius & Hollister, LLP Dayton, OH	*	*	*	*
6.	Hollingsworth & Washington, LLC Dayton, OH	*	*	*	*
7.	Pickrel, Schaeffer and Ebeling Co., LPA Dayton, OH	*	*	*	*

*FTA Procurement guidelines require that only the successful proposers' pricing data be disclosed publicly.

The Finance/Personnel and Planning Committees discussed this Action Item on February 21, 2023 and support the Chief Executive Officer's recommendation to the Board of Trustees.

The Chief Executive Officer recommends contract AWARDS to:

	Firm	Years	Hourly Rate	Hourly Rate Paralegal	Services
1.	Coolidge Wall Co., LPA Dayton, OH	Years 1, 2 and Option Year 3 Option Years 4 and 5 Years 1 and 2 and Option Years 3, 4 and 5	\$250 \$265 \$250	\$165 \$175	Primary Counsel for General and Corporate Affairs, EEO and Miscellaneous, Litigation and Settlement; Associate Counsel for Workers' Compensation Attendance at Board and Committee meetings
2.	Baker & Hostetler LLP Columbus, OH	Year 1 Year 2 Option Years 3 and 4 Option Year 5 Years 1, 2 and Option Year 3 Option Years 4 and 5	\$290 \$310 \$330 \$345 \$18,000 22,000 \$20,000 \$22,000	\$195 \$195 \$195 \$195	Labor and Workers' Compensation; Associate Counsel for EEO and Miscellaneous <u>Flat fee arrangement</u> Labor arbitration contract interpretations Discipline/discharge cases <u>Flat fee arrangement</u> Labor arbitration contract interpretations Discipline/discharge cases

A total of \$772,698 has been appropriated for all legal services for 2023. Estimated amounts will be budgeted for legal services each year thereafter and appropriated annually by the Board of Trustees.

Board Meeting – 3/7/23
Director of Human Resources/Director of Labor Relations

Greater Dayton RTA Board of Trustees Packet

Meeting Date: Tuesday, March 7, 2023 – 3:00 p.m.

Wright Stop Plaza – 4 S. Main Street – Dayton OH 45402 – 3rd Floor Board Room

ACTION ITEM # 4

Next Section



ACTION ITEM #4 Aptean Software Maintenance

The purpose of this procurement is to provide software maintenance for the Ross Enterprise Resource Planning (ERP) Accounting Software from Aptean, Inc. Since the Ross software is proprietary, they are the only vendor that can provide maintenance services.

The software is used daily by Procurement, Inventory, and Accounting. The software includes general ledger, accounts payable, accounts receivable, fixed assets, purchasing, and receiving. The RTA has utilized the system for over 30 years. Major upgrades were performed on the system in 2007 and 2018-2019. This project supports RTA's core value of Stewardship of the financial resources entrusted to our care.

Aptean quoted a price of \$103,180.86 for one year of maintenance. Prior to this, the maintenance was covered under a five-year agreement that was negotiated along with the 2018 update. Aptean now refuses to do multi-year maintenance agreements.

As this is a sole source procurement, a cost analysis was performed to determine if the pricing received is fair and reasonable. The pricing from Aptean was found to have increased by 6% from last year. This increase was found fair and reasonable as the Consumer Price Index has increased 6.5% in the last twelve months.

The above stated cost will be funded with segregated funds.

The Finance/Personnel and Planning Committees discussed this Action Item on February 21, 2023 and support the Chief Executive Officer's recommendation to the Board of Trustees.

After reviewing and evaluating this procurement, the Chief Executive Officer recommends a contract AWARD to Aptean, Inc. for software maintenance for one (1) year for a total of \$103,181.

Board Meeting – 3/7/23
Chief Customer and Business Development Officer

Greater Dayton RTA Board of Trustees Packet

Meeting Date: Tuesday, March 7, 2023 – 3:00 p.m.

Wright Stop Plaza – 4 S. Main Street – Dayton OH 45402 – 3rd Floor Board Room

ACTION ITEM # 5

Next Section



ACTION ITEM #5 Clever Devices Annual Maintenance Agreement

Greater Dayton Regional Transit Authority (RTA) contracts with Clever Devices Ltd. for support of RTA owned Clever Devices hardware and software. The maintenance of these products demonstrates good stewardship by using our resources wisely. Currently, RTA desires to renew the maintenance agreements for the following hardware and software products for a three-year period:

- Automated Vehicle Maintenance (AVM) - System that monitors the condition of various engine components on fixed route buses and compiles warnings to prevent catastrophic damage. This software has an On Demand feature allowing a Maintenance Supervisor to check on the real-time conditions of a vehicle while it is out on the road.
- BusLink – System that manages the distribution of updates to all RTA vehicles.
- BusTime – Real-time information system that collects, analyzes, and predicts next-time arrival for fixed route vehicles on revenue routes. This system allows customers to subscribe to this information in various formats.
- BusTools – System that collects logs on vehicles of various functions for troubleshooting.
- CleverCAD – Computer Aided Dispatch software that Dispatchers use to track vehicles in real-time for location and schedule adherence. This software also has features that allow call center representatives, dispatchers, or supervisors to “playback” the path and time in which a vehicle traveled.
- CleverReports – Software used to compile and analyze all the data collected and generate reports for management of the fleet/systems.
- CleverWorks – Software used to manage the fixed route schedule database, including announcements and General Transit Feed Specifications (GTFS) data.
- Data Communication Controller – System used to coordinate communication between the various Clever Devices servers and services.
- Intelligent Vehicle Network (IVN) – Computer on the fixed route buses that manages the schedule database and interacts with all the other hardware systems on the bus and communicates with the CleverCAD software while on the road.
- Interactive Voice Response (IVR) – System that accepts calls and generates responses for schedule and real-time information of fixed route and paratransit service. This system also provides imminent arrival calls for paratransit service.
- RideCheck+ - Software that collects, analyzes, and reports on the data collected by the Automated Passenger Counters (APC) on all the fixed route buses. This software uses the work assignment (block) information to assign the counts to the proper routes.
- SmartYard – System which tracks the parking location of fixed route vehicles in the garages. This software is used to manage the assignment of buses to appropriate pieces of work (block) for fixed-route buses. This assignment includes an interface to the Trapeze OPS software, which manages the assignment of workers to the appropriate block.
- Transit Control Head (TCH) – Mobile Data Terminal (MDT), which provides the graphical user interface (GUI) to the IVN for the bus operator on the fixed route buses.

The only company that offers support for this list of hardware and software is the original equipment manufacturer and software developer, Clever Devices, Ltd. Maintenance and support

for these systems is sole source. ORC 306.43 (H)(3) exempts maintenance of hardware and software supplied by the original vendor from competitive bidding.

Clever Devices has quoted the following fees for the maintenance agreement:

Contract Year	Amount
Year 1	\$533,834
Option Year 1	538,033
Option Year 2	549,638
Total	\$1,621,505

A cost analysis was performed, and initial pricing was found to be 19.18% above last year's cost. Some of that increase included several weeklong trips for support and training purposes to have Clever Devices personnel on-site for all three years of the contract. Considering those additions still left the increase at 6.23%. Negotiations with Clever Devices personnel resulted in reducing that 6.23% to a 2.33% the first year. The second year shows only a 0.79% increase due to the GreyHawk devices reaching End of Service Life in year one. The final year is at a 2.16% increase. This negotiation produced a savings of \$55,109 or 3.29% over three years.

Hardware and software maintenance is included in the Operating budget.

The Finance/Personnel and Planning Committees discussed this Action Item on February 21, 2023 and support the Chief Executive Officer's recommendation to the Board of Trustees.

After reviewing and evaluating this procurement, the Chief Executive Officer recommends a contract AWARD be made to Clever Device, Ltd. for maintenance of the Clever Devices' products listed above for a one-year period with two option years in the following amounts: Year One (1) \$533,834; Option Year One (1) \$538,033; Option Year Two (2) \$549,638 for a total amount of \$1,621,505.

Board Meeting – 3/7/2023
Chief Customer and Business Development Officer

Greater Dayton RTA Board of Trustees Packet

Meeting Date: Tuesday, March 7, 2023 – 3:00 p.m.

Wright Stop Plaza – 4 S. Main Street – Dayton OH 45402 – 3rd Floor Board Room

**JOINT FINANCE/PERSONNEL
AND PLANNING COMMITTEE
REPORT**

Next Section





**Jointly Held
Finance/Personnel and Planning Committees
Meeting Minutes**

February 21, 2023

Members Present: Sharon Howard, Chair
Al Fullenkamp
Sharon Hairston
Adrienne Heard
Belinda Matthews-Stenson
Thomas Weckesser
David P. Williamson (arrived at 8:37 a.m.)

Excused: John A. Lumpkin
Nikol Miller

Staff in Attendance: Bob Ruzinsky
Daron Brown
Roland Caldwell
Chris Conard, Coolidge Wall
Tim Harrington
Deborah Howard
Brandon Policicchio
Mary Kay Stanforth
Kimberly Trammell

Ms. Howard called the meeting to order at 8:29 a.m. and roll call was taken:

Roll Call

Mr. Lumpkin -	Excused
Mr. Fullenkamp -	Yes
Ms. Hairston -	Yes
Ms. Heard -	Yes
Ms. Howard -	Yes
Ms. Matthews-Stenson -	Yes
Ms. Miller -	Excused
Mr. Weckesser -	Yes
Mr. Williamson -	Excused

A quorum was present, and proper notice of the meeting had been given.

Approval of January 17, 2023, Jointly Held Finance/Personnel and Planning Committees Meeting Minutes

Ms. Howard asked if attendees request a reading of the minutes or have corrections to the minutes. There were no requests or corrections.

MOTION made by Ms. Hairston and SECONDED by Mr. Weckesser to APPROVE the January 17, 2023, Jointly Held Finance/Personnel and Planning Committees meeting minutes.

The Motion was APPROVED by voice vote 6-0.

March 2023 Board Action Items

Action Item #2 – Temporary Services

Ms. Trammell stated that the purpose of this procurement is to contract with a qualified temporary staffing firm(s) with expertise in expeditiously sourcing, screening, and providing quality candidates to fill the temporary staffing needs and/or temp-to-hire needs of the RTA. This supports our core value of Our People because our employees are vital to our success, and our people make a difference in everything we do.

Sealed bids for the purchase of Temporary Services for a two-year period were solicited through the Dayton Daily News and the Dayton Weekly News. Invitations for Bid were sent to 23 vendors. At 2:00 p.m. on January 20, 2023, six (6) bids were received and publicly opened. The results were as follows:

Contract Year One

Item No.	Description	Tranquil Multi Dynamic Advisory, LLC Reston, VA Billed Hourly Rate	Dunson & Associates Dayton, OH Billed Hourly Rate	Compunnel Software Group Columbus, OH Billed Hourly Rate	Health Advocates dba Staff Today Boca Raton, FL Billed Hourly Rate	Compu-Vision Consulting N. Brunswick, NJ Billed Hourly Rate	Softsages Technology Columbus, OH Billed Hourly Rate
1.	Accounting Asst.	17.94	18.31	19.08	21.60	36.00	46.00
2.	Administrative Asst.	15.93	16.25	19.54	20.25	38.00	32.00
3.	Receptionist	15.93	16.25	17.98	18.90	30.00	26.00
4.	Data Entry Clerk	16.42	16.75	22.09	18.90	43.00	31.00
5.	Network Support Specialist	22.54	23.00	28.09	33.75	52.00	37.00

6.	Human Resources Staff	26.12	18.14	23.09	24.30	49.00	34.00
7.	Purchasing Agent	27.96	23.00	23.54	27.00	44.00	45.00

Contract Year Two

Item No.	Description	Tranquil Multi Dynamic Advisory, LLC Reston, VA Billed Hourly Rate	Dunson & Associates Dayton, OH Billed Hourly Rate	Compunnel Software Group Columbus, OH Billed Hourly Rate	Health Advocates dba Staff Today Boca Raton, FL Billed Hourly Rate	Compu-Vision Consulting N. Brunswick, NJ Billed Hourly Rate	Softsages Technology Columbus, OH Billed Hourly Rate
1.	Accounting Asst.	17.94	18.31	19.08	21.60	37.08	47.00
2.	Administrative Asst.	15.93	16.25	19.54	20.25	39.14	33.00
3.	Receptionist	15.93	16.25	17.98	18.90	30.90	27.00
4.	Data Entry Clerk	16.42	16.75	22.09	18.90	44.29	32.00
5.	Network Support Specialist	22.54	23.00	28.09	33.75	53.56	38.00
6.	Human Resources Staff	26.12	18.14	23.09	24.30	50.47	35.00
7.	Purchasing Agent	27.96	23.00	23.54	27.00	45.32	46.00

The lowest vendor has been vetted and it was learned they are successful in placing temporary employees out of state. Tranquil Multi Dynamic Advisory sources by online ad placements, social media, internet searches, contacts with key professional leaders, peer to peer referrals, search of their existing candidates databased, networking with professional associations and they do virtual interviews. Dunson & Associates, our current vendor, was low on some of the items but will also be used if Tranquil is unsuccessful in filling a position in a timely manner.

Funds for Temporary Services are included in the Human Resources operating budget.

MOTION made by Ms. Matthews-Stenson and SECONDED by Ms. Heard that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees AWARDS to Tranquil Multi-Dynamic Advisory, LLC for Item Numbers 1 - 5 and to Crystal L. Dunson & Associates Inc. for Item Numbers 6 and 7

for a two-year period. The aggregate award amount will not exceed \$110,000. Actual award amounts will vary based on usage.

The MOTION was APPROVED by voice vote 5-0, with Ms. Matthews-Stenson abstaining.

Action Item #3 – Legal Services

Ms. Deborah Howard explained RTA solicited proposals for Legal Services for General and Corporate Affairs, Labor, Workers' Compensation, EEO, Miscellaneous, Litigation and Settlement.

This project is consistent with RTA's core value of Stewardship.

Proposals for Legal Services were solicited through Dayton Daily News, Dayton Weekly News and Transit Talent. Requests for proposals were sent to 32 firms.

At 2:00 p.m. on December 15, 2022, seven (7) proposals were received. The proposals were reviewed by the Evaluation Committee based on the following criteria:

Evaluation Criteria

- **Proven experience and staffing resources to carry out a multitude of litigation actions in the public sector, including a regional transit organization**
Other than a law degree, identify any special training or knowledge that staff possesses and experience with similar situations
- **Experience associated with labor, collection, EEO, and claims law for counsel assigned to RTA**
Staff expertise and whether the proposed lawyers are veterans or beginners; possess special knowledge and management of cases
- **Comprehensiveness of firm's available legal services**
Clearly state the areas of law your firm proposes
- **Reasonableness of cost**
Describe attorney fees, associated costs and how they are billed; will a portion or all of RTA's cases be handled by paralegals or legal assistants and what are their fees
- **What is our firm's philosophy**
Describe your firm's guiding principles, including specific values
- **Overall history and background to include references**
References should pertain to the type of services contained in the scope of work; staff should possess excellent communication skills
- **Quality of proposal preparation**
The firm's capabilities should be clearly demonstrated in the proposal; submittal should be organized as requested in the Table of Contents along with numbered pages

Following are the results of the proposals received from firms interested in providing these services:

	Firm	Years	Hourly Rate	Hourly Rate Paralegal	Services
1.	Coolidge Wall Co., LPA Dayton, OH	Years 1, 2 and Option Year 3 Option Years 4 and 5 Years 1 and 2 and Option Years 3, 4 and 5	\$250 \$265 \$250	\$165 \$175	General and Corporate Affairs, EEO and Miscellaneous, Litigation and Settlement; Workers' Compensation and Labor Attendance at Board and Committee meetings
2.	Baker & Hostetler LLP Columbus, OH	Year 1 Year 2 Option Years 3 and 4 Option Year 5 Years 1, 2 and Option Year 3 Option Years 4 and 5	\$290 \$310 \$330 \$345 \$18,000 \$22,000 \$20,000 \$22,000	\$195 \$195 \$195 \$195	Labor and Workers' Compensation; EEO and Miscellaneous <u>Flat fee arrangement</u> Labor arbitration contract interpretations Discipline/discharge cases <u>Flat fee arrangement</u> Labor arbitration contract interpretations Discipline/discharge cases
3.	Shumaker, Loop & Kendrick, LLP Toledo, OH	*	*	*	*
4.	Bricker & Eckler LLP Dayton, OH	*	*	*	*
5.	Taft, Stettinius & Hollister, LLP Dayton, OH	*	*	*	*
6.	Hollingsworth & Washington, LLC Dayton, OH	*	*	*	*

7.	Pickrel, Schaeffer and Ebeling Co., LPA Dayton, OH	*	*	*	*
----	--	---	---	---	---

*FTA Procurement guidelines require that only the successful proposers' pricing data be disclosed publicly.

MOTION made by Ms. Matthews-Stenson and SECONDED by Mr. Fullenkamp that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees AWARDS to the following:

	Firm	Years	Hourly Rate	Hourly Rate Paralegal	Services
1.	Coolidge Wall Co., LPA Dayton, OH	Years 1, 2 and Option Year 3 Option Years 4 and 5 Years 1 and 2 and Option Years 3, 4 and 5	\$250 \$265 \$250	\$165 \$175	Primary Counsel for General and Corporate Affairs, EEO and Miscellaneous, Litigation and Settlement; Associate Counsel for Workers' Compensation Attendance at Board and Committee meetings
2.	Baker & Hostetler LLP Columbus, OH	Year 1 Year 2 Option Years 3 and 4 Option Year 5 Years 1, 2 and Option Year 3 Option Years 4 and 5	\$290 \$310 \$330 \$345 \$18,000 22,000 \$20,000 \$22,000	\$195 \$195 \$195 \$195	Labor and Workers' Compensation; Associate Counsel for EEO and Miscellaneous <u>Flat fee arrangement</u> Labor arbitration contract interpretations Discipline/discharge cases <u>Flat fee arrangement</u> Labor arbitration contract interpretations Discipline/discharge cases

A total of \$772,698 has been appropriated for all legal services for 2023. Estimated amounts will be budgeted for legal services each year thereafter and appropriated annually by the Board of Trustees.

The MOTION was APPROVED by voice vote 6-0, with Ms. Matthews-Stenson abstaining.

Action Item #4 – Aptean Software Maintenance

Mr. Harrington explained that the purpose of this procurement is to provide software maintenance for the Ross Enterprise Resource Planning (ERP) Accounting Software from Aptean, Inc. Since the Ross software is proprietary, they are the only vendor that can provide maintenance services.

The software is used daily by Procurement, Inventory, and Accounting. The software includes general ledger, accounts payable, accounts receivable, fixed assets, purchasing, and receiving. The RTA has utilized the system for over 30 years. Major upgrades were performed on the system in 2007 and 2018-2019. This project supports RTA’s core value of Stewardship of the financial resources entrusted to our care.

Aptean quoted a price of \$103,180.86 for one year of maintenance. Prior to this, the maintenance was covered under a five-year agreement that was negotiated along with the 2018 update. Aptean now refuses to do multi-year maintenance agreements.

As this is a sole source procurement, a cost analysis was performed to determine if the pricing received is fair and reasonable. The pricing from Aptean was found to have increased by 6% from last year. This increase was found fair and reasonable as the Consumer Price Index has increased 6.5% in the last twelve months.

The above stated cost will be funded with segregated funds.

MOTION made by Mr. Weckesser and SECONDED by Ms. Matthews-Stenson that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees AWARD to Aptean, Inc. for software maintenance for one (1) year for a total of \$103,181.

The MOTION was APPROVED by voice vote 6-0, with Ms. Hairston abstaining.

Action Item #5 – Clever Devices Annual Maintenance Agreement

Mr. Harrington explained RTA contracts with Clever Devices Ltd. for support of RTA owned Clever Devices hardware and software. The maintenance of these products demonstrates good stewardship by using our resources wisely. Currently, RTA desires to renew the maintenance agreements for the following hardware and software products for a three-year period:

- Automated Vehicle Maintenance (AVM) - System that monitors the condition of various engine components on fixed route buses and compiles warnings to prevent catastrophic damage. This software has an On Demand feature allowing a Maintenance Supervisor to check on the real-time conditions of a vehicle while it is out on the road.
- BusLink – System that manages the distribution of updates to all RTA vehicles.
- BusTime – Real-time information system that collects, analyzes, and predicts next-time arrival for fixed route vehicles on revenue routes. This system allows customers to subscribe to this information in various formats.
- BusTools – System that collects logs on vehicles of various functions for troubleshooting.
- CleverCAD – Computer Aided Dispatch software that Dispatchers use to track vehicles in real-time for location and schedule adherence. This software also has features that allow call center representatives, dispatchers, or supervisors to “playback” the path and time in which a vehicle traveled.
- CleverReports – Software used to compile and analyze all the data collected and generate reports for management of the fleet/systems.

- CleverWorks – Software used to manage the fixed route schedule database, including announcements and General Transit Feed Specifications (GTFS) data.
- Data Communication Controller – System used to coordinate communication between the various Clever Devices servers and services.
- Intelligent Vehicle Network (IVN) – Computer on the fixed route buses that manages the schedule database and interacts with all the other hardware systems on the bus and communicates with the CleverCAD software while on the road.
- Interactive Voice Response (IVR) – System that accepts calls and generates responses for schedule and real-time information of fixed route and paratransit service. This system also provides imminent arrival calls for paratransit service.
- RideCheck+ - Software that collects, analyzes, and reports on the data collected by the Automated Passenger Counters (APC) on all the fixed route buses. This software uses the work assignment (block) information to assign the counts to the proper routes.
- SmartYard – System which tracks the parking location of fixed route vehicles in the garages. This software is used to manage the assignment of buses to appropriate pieces of work (block) for fixed-route buses. This assignment includes an interface to the Trapeze OPS software, which manages the assignment of workers to the appropriate block.
- Transit Control Head (TCH) – Mobile Data Terminal (MDT), which provides the graphical user interface (GUI) to the IVN for the bus operator on the fixed route buses.

The only company that offers support for this list of hardware and software is the original equipment manufacturer and software developer, Clever Devices, Ltd. Maintenance and support for these systems is sole source. ORC 306.43 (H)(3) exempts maintenance of hardware and software supplied by the original vendor from competitive bidding.

Clever Devices has quoted the following fees for the maintenance agreement:

Contract Year	Amount
Year 1	\$533,834
Option Year 1	538,033
Option Year 2	549,638
Total	\$1,621,505

A cost analysis was performed, and initial pricing was found to be 19.18% above last year’s cost. Some of that increase included several weeklong trips for support and training purposes to have Clever Devices personnel on-site for all three years of the contract. Considering those additions still left the increase at 6.23%. Negotiations with Clever Devices personnel resulted in reducing that 6.23% to a 2.33% the first year. The second year shows only a 0.79% increase due to the GreyHawk devices reaching End of Service Life in year one. The final year is at a 2.16% increase. This negotiation produced a savings of \$55,109 or 3.29% over three years.

Hardware and software maintenance is included in the Operating budget.

MOTION made by Mr. Weckesser and SECONDED by Mr. Fullenkamp that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees AWARD to Clever Device, Ltd. for maintenance of the Clever Devices' products listed above for a one-year period with two option years in the following amounts: Year One (1) \$533,834; Option Year One (1) \$538,033; Option Year Two (2) \$549,638 for a total amount of \$1,621,505.

The MOTION was APPROVED by voice vote 7-0.

Customer and Business Development Update

Mr. Policicchio stated the Customer and Business Development Department update was provided in today's meeting packet, and that there were no updates to make on ridership or service changes.

Small Purchasing Information

Ms. Deborah Howard stated the Small Purchasing Information was included in today's meeting packet. There were no questions regarding small purchases.

Request for Executive Session

MOTION made by Ms. Hairston and SECONDED by Mr. Williamson to RECESS into Executive Session for the purpose of discussing potential threatened litigation.

ROLL CALL was taken:

Mr. Lumpkin -	Excused
Mr. Fullenkamp -	Yes
Ms. Hairston -	Yes
Ms. Heard -	Yes
Ms. Howard -	Yes
Ms. Matthews-Stenson -	Yes
Ms. Miller -	Excused
Mr. Weckesser -	Yes
Mr. Williamson -	Yes

The MOTION was APPROVED 7-0. The meeting RECESSED into Executive Session at 8:53 a.m.

Reconvene to Regular Session

MOTION made by Mr. Fullenkamp and SECONDED by Mr. Williamson to RECONVENE into Regular Session.

ROLL CALL was taken:

Mr. Lumpkin -	Excused
Mr. Fullenkamp -	Yes
Ms. Hairston -	Yes
Ms. Heard -	Yes
Ms. Howard -	Yes
Ms. Matthews-Stenson -	Yes
Ms. Miller -	Excused
Mr. Weckesser -	Yes
Mr. Williamson -	Yes

The MOTION was APPROVED 7-0.

The regular meeting RECONVENED at 9:21 a.m.

Next Meeting

The upcoming jointly held Finance/Personnel and Planning Committees meetings will be held on March 21 and April 18, 2023.

Adjournment

MOTION was made by Ms. Matthews-Stenson and SECONDED by Mr. Williamson to adjourn the meeting.

The MOTION was APPROVED 7-0.

Ms. Howard adjourned the meeting at 9:30 a.m.

ATTEST

Sharon Howard, Chair

Brandon Policichio, Committee Secretary



AGENDA
Greater Dayton RTA Board of Trustees
Finance/Personnel and Planning Committees Meeting

Wright Stop Plaza
4 South Main Street, 2nd Floor Conference Room, Dayton OH 45402

Tuesday, February 21, 2023 – 8:30 a.m.

Call Meeting to Order	Sharon Howard, Chair
Roll Call/Declare Quorum	Howard
I. Approval of January 17, 2023 Jointly Held Finance/Personnel and Planning Committees Meeting Minutes	Howard
II. March 2023 Board Action Items	
Finance/Personnel	Matthews-Stenson
• Action Item #2 – Temporary Services	Trammell
• Action Item #3 – Legal Services	Stevens
Planning	Weckesser
• Action Item #4 – Apteon Software Maintenance	Harrington
• Action Item #5 – Clever Devices Maintenance Agreement	Harrington
III. Informational / Discussion Items	
Planning	Weckesser
• Customer and Business Development Update	Policicchio
• Ridership and Service Update	Policicchio
Finance/Personnel	Matthews-Stenson
• Small Purchasing Information	Deborah Howard
IV. Request for Executive Session – <i>As Required</i>	Howard
Reconvene to Regular Session	
<u>Next Regular Meetings</u> – March 21 and April 18, 2023	
V. Adjournment	Howard

Interpreters for hearing impaired individuals are available upon request. Requests should be made at least 5 days prior to the date of the meeting. For more information, please call (937) 425-8392. Thank you.



**Jointly Held
Finance/Personnel and Planning Committees
Meeting Minutes**

January 17, 2023

Members Present: Sharon Howard, Chair
Al Fullenkamp
Sharon Hairston
Adrienne Heard
Belinda Matthews-Stenson (arrived during Executive Session)
Thomas Weckesser (arrived during Executive Session)
David P. Williamson

Excused: John A. Lumpkin

Staff in Attendance: Bob Ruzinsky
Daron Brown
Roland Caldwell
Tim Harrington
Becca Hill, Baker, Hostetler
Deborah Howard
Ron Linville, Baker, Hostetler
Brandon Policicchio
Mary Kay Stanforth
Bob Stevens
Richard Talda, Coolidge Wall

Ms. Howard called the meeting to order at 8:30 a.m. and roll call was taken:

Roll Call

Mr. Fullenkamp -	Yes
Ms. Hairston -	Yes
Ms. Heard -	Yes
Ms. Howard -	Yes
Mr. Lumpkin -	Excused
Ms. Matthews-Stenson -	Excused
Mr. Weckesser -	Excused
Mr. Williamson -	Yes

A quorum was present, and proper notice of the meeting had been given.

Request for Executive Session

MOTION made by Mr. Fullenkamp and SECONDED by Ms. Heard to RECESS into Executive Session for the purpose of discussing labor negotiations.

ROLL CALL was taken:

Mr. Fullenkamp -	Yes
Ms. Hairston -	Yes
Ms. Heard -	Yes
Ms. Howard -	Yes
Mr. Lumpkin -	Excused
Ms. Matthews-Stenson -	Excused
Mr. Weckesser -	Excused
Mr. Williamson -	Yes

The MOTION was APPROVED 5-0.

The meeting RECESSED into Executive Session at 8:32 a.m.

Ms. Matthews-Stenson and Mr. Weckesser arrived during Executive Session.

Reconvene to Regular Session

MOTION made by Ms. Heard and SECONDED by Mr. Williamson to RECONVENE into Regular Session.

ROLL CALL was taken:

Mr. Fullenkamp -	Yes
Ms. Hairston -	Yes
Ms. Heard -	Yes
Ms. Howard -	Yes
Mr. Lumpkin -	Excused
Ms. Matthews-Stenson -	Yes
Mr. Weckesser -	Yes
Mr. Williamson -	Yes

The MOTION was APPROVED 7-0.

The regular meeting RECONVENED at 9:49 a.m.

Approval of November 15, 2022 Jointly Held Finance/Personnel and Planning Committees Meeting Minutes

Ms. Howard asked if attendees request a reading of the minutes or have corrections to the minutes? There were no requests or corrections.

MOTION made by Mr. Fullenkamp and SECONDED by Ms. Hairston to APPROVE the November 15, 2022 Jointly Held Finance/Personnel and Planning Committees meeting minutes.

The Motion was APPROVED by voice vote 7-0.

February 2023 Board Action Items

Action Item #2 – Meraki Wi-Fi Hardware, Licensing & Support

Mr. Harrington stated the purpose of this procurement is to replace all Wi-Fi throughout Greater Dayton Regional Transit Authority (RTA) with new hardware, updated services, and a five (5) year licensing and support agreement. A total of 152 indoor and outdoor Wi-Fi units, 50 antennas, and 3 UPOE switches will be purchased. This project is consistent with RTA’s core value of Quality Service; by upgrading and maintaining our technology-based equipment, RTA can continuously improve and expand the service capabilities to our internal and external customers.

RTA is allowed to purchase IT products from GSA Multiple Award Schedule (MAS) (previously known as IT Schedule 70). To ensure that pricing is fair and reasonable, quotes were solicited from the three (3) sources below.

			CBTS, LLC Dayton, OH		CDW Government, LLC Vernon Hills, IL		ACC McLean, VA	
SKU	Description	Qty	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
MR57-HW	Meraki MR57 Wi-Fi 6E Indoor AP	127	\$ 1,341.29	\$ 170,343.83	\$ 1,431.18	\$ 181,759.86	\$ 1,686.23	\$ 214,151.21
MR86-HW	Meraki MR86 Wi-Fi 6 Outdoor AP	20	\$ 1,383.83	\$ 27,676.60	\$ 1,476.57	\$ 29,531.40	\$ 1,739.71	\$ 34,794.20
MR76-HW	Meraki MR76 Wi-Fi 6 Outdoor AP	5	\$ 994.10	\$ 4,970.50	\$ 1,060.72	\$ 5,303.60	\$ 1,249.75	\$ 6,248.75
MA-ANT-20	Meraki Dual-band Omni Antennas	50	\$ 112.40	\$ 5,620.00	\$ 119.94	\$ 5,997.00	\$ 141.31	\$ 7,065.50
MS390-48UX2-HW	Meraki MS390 48m5G L3 UPOE Switch	3	\$ 7,164.84	\$ 21,494.52	\$ 7,645.00	\$ 22,935.00	\$ 9,007.44	\$ 27,022.32
			Total	\$ 230,105.45	Total	\$ 245,526.86	Total	\$ 289,281.98
LIC-ENT-5YR	Meraki MR Enterprise License, 5 Year	152	\$ 253.79	\$ 38,576.08	\$ 265.39	\$ 40,339.28	\$ 253.05	\$ 38,463.60
LIC-MS390-48E-5Y	Meraki MS390 48-port Enterprise License & Support, 5 Year	3	\$ 1,700.42	\$ 5,101.26	\$ 1,814.37	\$ 5,443.11	\$ 2,137.72	\$ 6,413.16
			Total	\$ 43,677.34	Total	\$ 45,782.39	Total	\$ 44,876.76
			GRAND TOTAL	\$ 273,782.79	GRAND TOTAL	\$ 291,309.25	GRAND TOTAL	\$ 334,158.74

This procurement will be funded with Capital Funds.

MOTION made by Mr. Weckesser and SECONDED by Ms. Matthews-Stenson that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees a contract AWARD to CBTS, LLC for the purchase of Wi-Fi hardware for \$230,106 and a five (5) year Enterprise Licensing and Support Agreement for \$43,677 for a grand total of \$273,783.

The MOTION was APPROVED by voice vote 7-0.

Action Item #3 – Cellular Modems for Vehicles

Mr. Harrington stated the purpose of this procurement is to replace the seven-year-old cellular modems and antennas on the entire vehicle fleet, both revenue and non-revenue, throughout RTA. This replacement will allow modems and antennas to be AT&T FirstNet ready, allowing integration with the First Responder Network. Furthermore, these new modems will allow RTA to better analyze any cellular coverage issues and the accuracy of the Global Positioning System (GPS) information stored in the Clever Devices’ systems. This project is consistent with RTA’s core value of Quality Service; by upgrading and maintaining our technology-based equipment, RTA can continuously improve and expand the service capabilities to internal and external customers.

Bids for Cellular Modems for Vehicles were solicited through Dayton Daily News and Dayton Weekly News. Requests were sent to 28 companies for the purchase of 325 CradlePoint modems, 297 Panorama antennas, and five (5) years' licensing of NetCloud Mobile Essentials for modems.

The following firms submitted bids:

GSA GD 22-18 Cellular Modems for Vehicles			Step CG COVINGTON, KY		*T-Mobile USA, Inc. BELLEVUE, WA		Source Inc. of Missouri SHAWNEE, KS	
Manufacture	Description	Qty	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
CradlePoint	R1900 (FirstNet ready) with 5 years of Net Cloud Mobile	270	\$ 2,820.35	\$ 761,494.50	\$2,820.35	\$ 761,494.50	\$2,813.00	\$ 759,510.00
CradlePoint	IBR900-1200M (FirstNet ready) with 5 years of Net Cloud Mobile	55	\$ 1,755.40	\$ 96,547.00	\$1,755.40	\$ 96,547.00	\$1,751.01	\$ 96,305.55
Panorama	MAKO 5G MiMo Antenna (8 in 1 Dome) - white with 5m (17') wiring kit (FirstNet)	242	\$ 316.85	\$ 76,677.70	\$ 316.85	\$ 76,677.70	\$ 327.22	\$ 79,187.24
Panorama	Great White 5G MiMo Antenna (5 in 1 Dome) - white (FirstNet ready)	55	\$ 144.38	\$ 7,940.90	\$ 144.38	\$ 7,940.90	\$ 149.35	\$ 8,214.25
GRAND TOTAL			\$ 942,660.10		\$ 942,660.10		\$ 943,217.04	

GSA GD 22-18 Cellular Modems for Vehicles			Wireless Investors, LLC MESSA, AZ		*Industrial Networking Solutions RICHARDSON, TX		Connection MERRIMACK, NH		AT&T Corp DALLAS, TX	
Manufacture	Description	Qty	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
CradlePoint	R1900 (FirstNet ready) with 5 years of Net Cloud Mobile	270	\$ 2,908.07	\$ 785,178.90	\$3,030.00	\$ 818,100.00	\$3,082.15	\$ 832,180.50	\$3,272.00	\$ 883,440.00
CradlePoint	IBR900-1200M (FirstNet ready) with 5 years of Net Cloud Mobile	55	\$ 1,810.00	\$ 99,550.00	\$1,875.00	\$ 103,125.00	\$1,918.35	\$ 105,509.25	\$2,037.00	\$ 112,035.00
Panorama	MAKO 5G MiMo Antenna (8 in 1 Dome) - white with 5m (17') wiring kit (FirstNet)	242	\$ 349.10	\$ 84,482.20	\$ 352.00	\$ 85,184.00	\$ 372.91	\$ 90,244.22	\$ 411.00	\$ 99,462.00
Panorama	Great White 5G MiMo Antenna (5 in 1 Dome) - white (FirstNet ready)	55	\$ 159.08	\$ 8,749.40	\$ 190.00	\$ 10,450.00	\$ 179.73	\$ 9,885.15	\$ 188.00	\$ 10,340.00
GRAND TOTAL			\$ 977,960.50		\$1,016,859.00		\$ 1,037,819.12		\$ 1,105,277.00	

*Non-Responsive

This procurement will be funded with Capital Funds.

MOTION made by Mr. Weckesser and SECONDED by Ms. Hairston that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees a contract AWARD to Step CG, LLC for the purchase of CradlePoint modems, Panorama antennas, and five (5) years' licensing of NetCloud Mobile Essentials for a grand total of \$942,661.

The MOTION was APPROVED by voice vote 7-0.

Action Item #4 – Public Transportation Agency Safety Plan Approval

Mr. Policicchio stated safety and safety management is a top priority of the RTA. The Public Transportation Agency Safety Plan (PTASP) is a federally required plan which outlines safety performance criteria, strategies, and staff training for transit providers and sets targets to measure and monitor safety performance. This plan allows RTA to have a proactive rather than reactive approach to safety within all aspects of operations. The PTASP was originally implemented in 2020 and was revised in 2022 to ensure all updates to agency policies and procedures, as well as updates to federal guidelines, were included. Additionally, the PTASP was reviewed and approved by RTA's Safety Committee and Chief Executive Officer in August 2022. The plan must now be approved by the RTA Board of Trustees to be fully implemented, per federal regulations.

MOTION made by Mr. Weckesser and SECONDED by Mr. Fullenkamp that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees APPROVAL of Greater Dayton RTA's Public Transportation Agency Safety Plan.

The MOTION was APPROVED by voice vote 7-0.

Customer and Business Development Update

Mr. Policicchio shared that RTA December 2022 ridership was down 22% compared to December 2019. He stated that ridership across the U.S. has been sitting steadily at about 65% to 70% of pre-pandemic levels, according to data from the Transit app. This is an improvement from a year ago when ridership hovered around 55% of pre-pandemic levels. Mr. Policicchio stated that barring any major changes in bus driver levels, the RTA hopes to increase service hours by roughly 9% over 2023, compared to 2022.

Mr. Policicchio shared RTA will be reaching back out to the public in the coming months to provide updates and collect feedback on changes made to the 2019 system redesign plan, called What Connects You. These revised plans consider changes to ridership and economic development activities that have occurred since 2019. The overall goal of the redesign remains to increase the quality of services through more frequent, direct and easy to use multi-mobility options.

Informational Item

Mr. Ruzinsky stated that he and Ms. Howard recently met with Dayton Public Schools (DPS) to discuss student busing issues. It is important the public does not perceive this to be RTA’s problem. This is a youth issue and DPS is working toward addressing better ways to get their students to and from school. Ms. Howard expressed she felt this was a very good meeting.

Small Purchasing Information

Ms. Howard stated the Small Purchasing Information was included in today’s meeting packet. There were no questions regarding small purchases.

Next Meetings

The upcoming jointly held Finance/Personnel and Planning Committees meetings will be held on February 21 and March 21, 2023.

Adjournment

Hearing no objections, Ms. Howard declared the meeting ADJOURNED at 10:19 a.m.

ATTEST



Sharon Howard, Chair



Mary K. Stanforth, Committee Secretary

Greater Dayton RTA Board of Trustees Packet

Meeting Date: Tuesday, March 7, 2023 – 3:00 p.m.

Wright Stop Plaza – 4 S. Main Street – Dayton OH 45402 – 3rd Floor Board Room

**JOINT FINANCE/PERSONNEL AND
PLANNING COMMITTEE
DISCUSSION ITEMS**

Next Section





Customer & Business Development Highlights
Finance/Personnel & Planning Committee Meeting – 2/21/2023

RTA HIGHLIGHTS CULTURE IN BLACK HISTORY MONTH CELEBRATION



RTA is celebrating Black History Month by highlighting traditions and cultural events in the African American community with the “Black Culture” campaign.

The centerpiece of the campaign is the February bus, pictured above, which hit the streets on Feb. 1. The design details, created by Graphic Designer Carmen Gaines, are strongly influenced by Black culture.

The days of interest featured on the side of the cal-

endar bus correlate with a member of the African American community who played a historic first role. For example, former President Barack Obama is featured on Presidents Day as the first African American president of the United States. In addition, Ella Fitzgerald is featured on Super Bowl Sunday, since she is the first African American woman to perform at the Super Bowl halftime show in 1972.

To expand on the campaign,

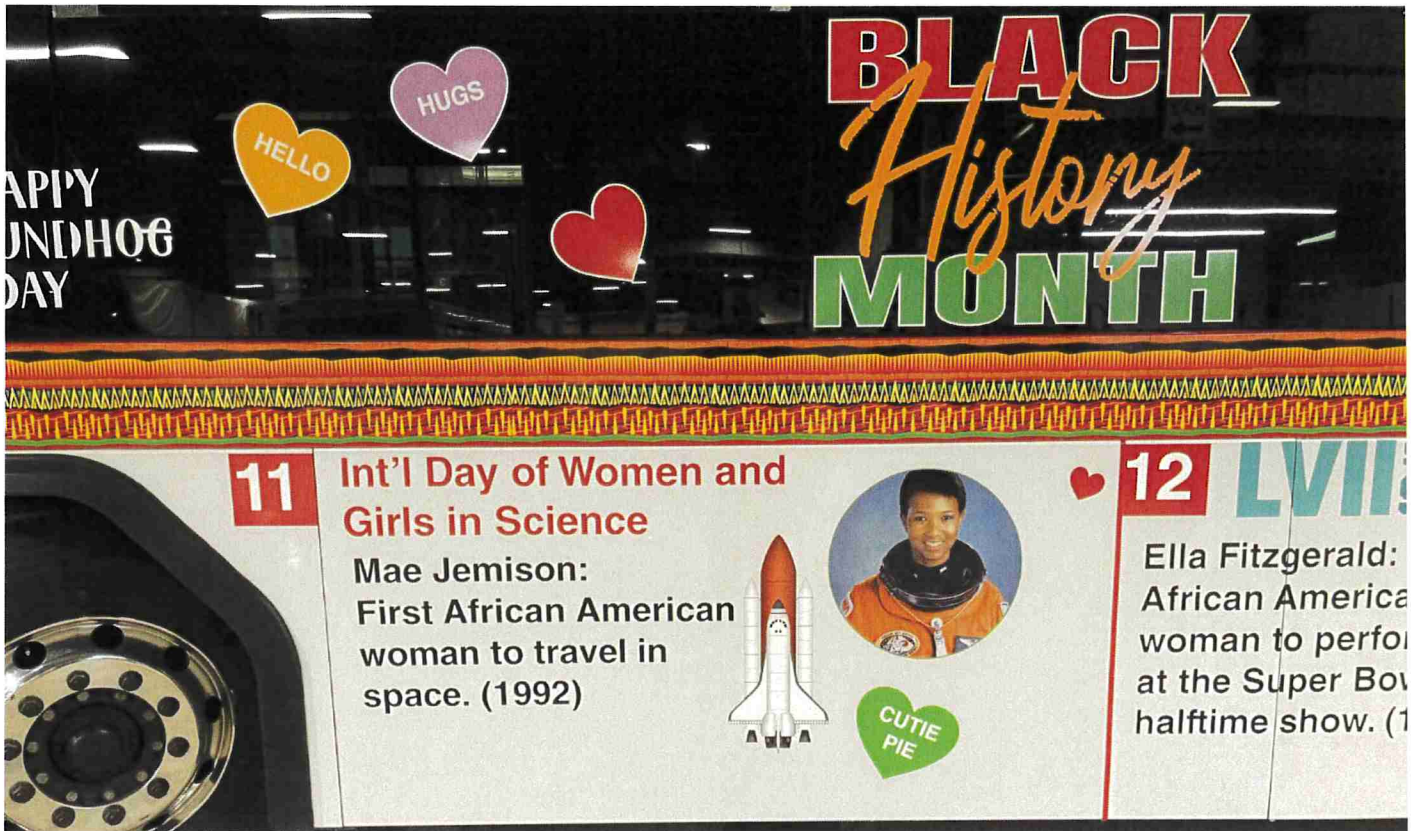
Communications Specialist Michael Everman, in conjunction with a Black History Month committee, identified eight cultural events and traditions that are featured on interior cards aboard RTA’s fixed-route fleet. The eight subjects are Kwanzaa, Juneteenth, music, hair, food, mentoring and Black church.

Everman also created a trivia contest based on those events, with the contest being distributed on social media.

RTA employees are getting the chance to play trivia as well. Communications Specialist Eric Robinette created the first trivia contest specifically for Info Hub, RTA’s internal employee communication tool, with 10 multiple choice questions. Those with the most correct answers will be entered into a drawing to win one of three gift cards.

RTA also recognized the

See **HISTORY**,
continued on page 2



HISTORY,
continued from page 1

work of other seminal African American figures. Rosa Parks was recognized via reserved seat signs on every bus. In January, RTA gave the public free rides on

Martin Luther King Jr. Day to enable customers to travel to community events honoring King.

To promote RTA's Black history month campaign, the communications team sent out a press release to local

media. Gaines also did an interview with WDTN about her inspiration for the design of the February bus. That interview aired multiple times on WDTN's morning show. The communications team is also sharing interviews with Gaines on

its social media channels. In addition, RTA is also sponsoring radio station WROU's Black History Month campaign, and in turn, WROU is promoting RTA's open interviews.

RTA UNVEILS PROPOSED SYSTEM REDESIGN, PUBLIC INPUT SESSIONS SET



RTA has set the stage for its proposed system redesign by announcing the details along with the dates for the public to offer its input.

The communications team issued a press release an-

nouncing the redesign on Jan. 31, along with the dates for the public input sessions. Those sessions are being held through February at Wright Stop Plaza, several Dayton Metro Library locations, and the Northwest Transit Center.

The communications team also created a webpage outlining the proposed system redesign, breaking the

changes down by routes and Connect zones. The website also includes maps and a video explaining the redesign proposal.

The proposed redesign will introduce four new bus routes, three new community connectors, and a circulator.

Customer and business development staff will attend each of these input sessions

to assist members of the public with questions.

The communications team also put together social media posts alerting community members to the sessions, in addition to vehicle posters, transit center posters, and audio messages aboard the fixed-route fleet.

RTA WORKING ON MULTIPLE HIRING PROJECTS



The Greater Dayton RTA is hiring, and the team is getting creative with its latest hiring push—the creation of two hiring buses, which will function as rolling billboards throughout the community.

Senior Graphic Designer Cara Wood created a hiring design for both a fixed-route bus and Connect paratransit bus. Both bus designs include bold text on the side stating, “we are hiring.”

Each bus also features a QR code that, once scanned, takes users directly to RTA’s career portal. The bus designs also feature RTA’s web address across the top, where potential job candidates can go to apply.

The buses emphasize that RTA is hiring drivers, mechanics and support staff. Both buses are in production and are expected to be completed in time for RTA’s



next Interactive Hiring Event.

RTA’s next Interactive Hiring Event is scheduled for March 16 at the Northwest Transit Center in Trotwood. After successfully completing an interview, applicants will be encouraged to test drive a fixed-route bus and/or paratransit bus to get a feel for what it is like to be an RTA driver.

Along with hiring bus drivers, RTA will also be hiring diesel mechanics, transit ambassadors, and customer service representatives at the Interactive Hiring Event.

To promote the hiring event, the communications team sent out a press release to local media, inviting members of the media to test drive RTA’s buses. RTA also has a 30-second commercial airing on several local TV stations. For the first time, RTA has a Spanish version of the commercial that will air in 560 spots on Spanish networks.

Posters created to advertise the hiring event onboard RTA’s fixed-route buses were also shared digitally with RTA’s community partners to promote the event. The event has also been

shared via social media and posted to several event calendars.

Another new hiring initiative is a monetary increase in the Employee Referral Program. That program will now pay \$250 when a candidate is onboarded, plus another \$250 when the candidate completes six months of probation. The communications team created referral cards to distribute to employees.

In addition to the above hiring initiatives, RTA’s open interviews have been extended through March.

RTA WELCOMES NEW DEPUTY CHIEF TRANSPORTATION OFFICER

RTA is proud to welcome Aaron Taylor as its new deputy chief transportation officer.

Under the direct leadership of the chief transportation officer, Taylor will provide leadership and direction to all transportation management staff to create a positive transit experience for customers, community stakeholders and employees. He will also help develop and implement strategic goals for the transportation department.

"In this position, I feel it is my responsibility to remove roadblocks to service in whatever form they may be," Taylor said. "We need to work hard to find those solutions."

Taylor has more than 11 years working in the transportation industry. He said he stumbled into the transportation industry while working as a restaurant manager. Taylor started his



Deputy Chief Transportation Officer Aaron Taylor.

career at the Central Ohio Transit Authority (COTA) in Columbus, working his way up the ladder. He served as a supervisor for the radio, street and training operations before eventually becoming transportation training manager.

"I didn't realize how many opportunities were available. At the time, I had to think big picture, long term what would benefit me the most. Then I realized it's

more than just bus drivers and mechanics. It's a great steppingstone for advancement," Taylor said.

His first experience with the RTA happened while he still worked for COTA. As transportation training manager, Taylor brought his team from COTA to Dayton to meet with RTA's training department. He said that experience really impressed him, especially the technology RTA was using.

Taylor previously worked with Roland Caldwell, chief transportation officer at Greater Dayton RTA, at COTA. The two remained in touch after Caldwell joined the RTA in 2018.

"I am excited for Aaron to join our team and look forward to his future success at the RTA," Caldwell said.

In addition to his new role here at RTA, Taylor is an associate instructor with the Transportation Safety Institute. He said the need for ongoing training is important. That's why about twice a year he travels to other agencies and offers safety instruction courses for transit trainers.

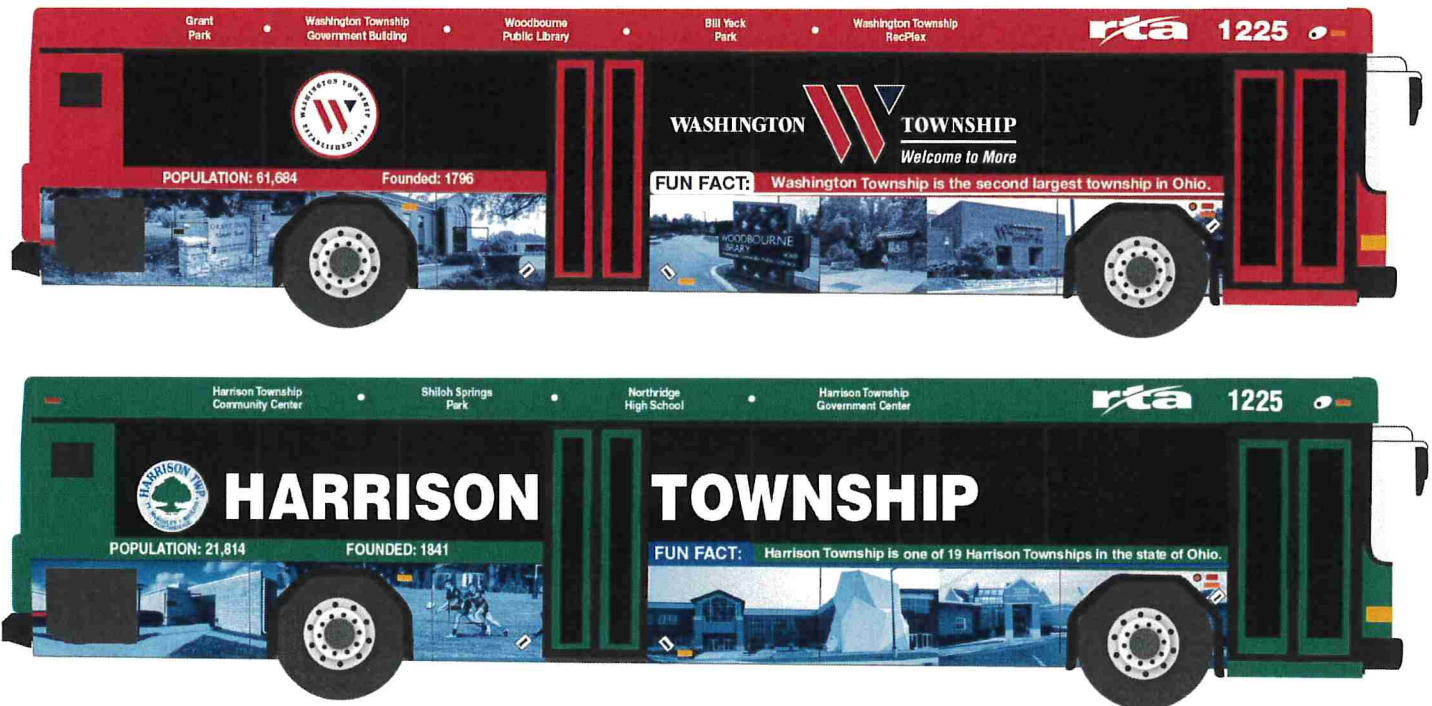
Taylor is a graduate of Linden-McKinley High School in Columbus, and he received a Bachelor of Arts degree from Ohio Christian University. His first day on the job was Jan. 9, 2023.

RTA PRESENTS OUTREACH TO MULTIPLE COMMUNITIES

As part of RTA's ongoing jurisdiction outreach, Chief Customer and Business Development Officer Brandon Policicchio visited multiple communities RTA serves. In January and February, Policicchio gave brief presentations at trustee and council meetings for Moraine, Miami Township, Harrison Township, Kettering, Huber Heights, and Clayton where he discussed current and future service plans for the agency. He is seen in the photograph on the right showing Kettering Mayor Peggy Lehner the Proudly Serving-Kettering bus. Visits to Butler Township, Farmersville, West Carrollton, Riverside, Oakwood and New Lebanon are scheduled for the coming months.



WASHINGTON TOWNSHIP, HARRISON TOWNSHIP BUSES IN PRODUCTION



The designs have been approved for both the Washington Township and Harrison Township Proudly Serving buses, placing both buses now in the production phase.

Scheduled to hit the routes first is the Washington Township bus. As you can see from the photo on the right, the paint color has been selected and the maintenance team has started printing the graphics.

The bus design highlights Grant Park, the Washington Township Government Building, the Woodbourne Public Library, Bill Yeck Park and the Washington Township RecPlex. Washington Town-

ship's fun fact is that it is the second largest township in Ohio. This bus was designed by Senior Graphic Designer Cara Wood.

Wood also designed the Harrison Township bus. The bus design features the Harrison Township Community Center, Shiloh Springs Park, and the Harrison Township Government Center. Harrison Township's fun fact is that it is one of 19 Harrison Townships in the state of Ohio.

With the designs of both the Washington Township and Harrison Township buses complete, the graphics team is now turning their attention to the next community buses, Jefferson Township and

Oakwood. Both communities have shown their excitement for the buses, reaching out to both Wood and Graphic Designer Carmen Gaines.



RTA WINS AWARD FOR ITS PROUDLY SERVING PROJECT



The Greater Dayton RTA's Proudly Serving project has won a first place award for Best Marketing and Communications to Highlight Transit Needs/Funding in the 2023 AdWheel Awards competition for communications and marketing.

AdWheels are awarded by the American Public Transportation Association (APTA). In the entry for the contest, RTA highlighted the reach and versatility of the project. The project started as a way to highlight different places in the communities the agency serves.

Since the unveiling of the Trotwood and Kettering buses in the fall of 2021 the project has evolved to connecting RTA to community leaders and members. Upon completion of each Proudly Serving bus, the buses are taken to council and trustee meetings where community leaders are given a brief tour of the bus. The tour of the bus is also accompanied by a presentation about current and future services RTA offers.

The RTA now has community leaders reaching out to the agency asking when their bus will be done. In total, there will be 22 community buses. So far, the agency has rolled out 11 buses.

First place AdWheel winners will be recognized and presented with certificates on-stage during the AdWheel Awards Luncheon at APTA's 2023 Marketing & Communications Workshop in Las Vegas, which runs from Feb. 26 to March 1. The communications staff will attend the workshop.

Following the workshop, a second round of judging will review the top First Place Awards in each category to select Grand Award winners. Winners will be notified by early summer if they are a Grand Award winner, and the organization would be further honored at the TRANSform Conference & APTA EXPO® 2023, Oct. 8-11, in Orlando, Fla.

ENGAGE WITH INFO HUB KICKS-OFF

Communications Specialist Eric Robinette worked to boost usage of Info Hub, RTA's internal communication tool for employees, with a series of "Engage with Info Hub" meetings in February at 600 Longworth Street.

Robinette held several meetings with drivers and mechanics to encourage them to sign up for Info Hub if they had not already, and to answer questions about the content that can

be found on the app. Through the meetings, 10 drivers signed up and 20 verified they already use Info Hub. Individuals who stopped by Robinette's table were entered into a contest to win a gift card.

With efforts such as these meetings and the first Info Hub trivia contest for Black History Month, Robinette will explore new ways to encourage employees to use this important internal communications tool.



Communications Specialist Eric Robinette enters Fixed-route Operator Timothy Stack into a gift card drawing.

VACCINE BUS MAKES MORE ROUNDS



RTA once again partnered with Public Health— Dayton and Montgomery County Public Health to send out the RTA Vaccine Bus three times in January and February. The bus visited the Dakota Center on Jan. 26, the Montgomery County Job Center on Feb. 2, and the Kettering Rec Center on Feb. 15. More outings are being planned.

OPEN INTERVIEW/ONBOARDING TALLIES

During the month of January, the RTA onboarded 15 people. Of those, five were fixed-route operators, one was a Connect operator, and four were transit ambassadors.

In addition, RTA hired a human resources representative, a deputy chief of transportation, an IT network administrator, an IT customer support specialist, and an IT systems engineering manager.

From Dec. 22 to Jan. 20, a total of 49 open interviews were conducted. Open interviews will continue throughout the month of March.

RTA OFFERS FREE RIDES FOR OHIO LOVES TRANSIT

RTA showed its customers some love by providing free rides system-wide on Valentine's Day, Tuesday, Feb. 14, for its annual observance of Ohio Loves Transit.



Communications staff sweetened the offer by handing out Valentine's-themed lollipops at Wright Stop Plaza that day.

Each year, Ohio Loves Transit week, which officially ran Feb. 6 through

Feb. 10, highlights how Ohio's public transportation systems strive to enhance mobility for all Ohioans.

STAFF BRAINSTORMS RETENTION IDEAS



Communications and Training Director Jessica Olson (left) led a staff meeting with the communications and training departments in February. During the all-staff meeting team members discussed

hiring initiatives and retention. Training staff also shared their vision for more streamlined training for administrative employees.

SOCIAL MEDIA— JANUARY

Facebook:

Reach: 52,417 Post Engagements: 5,956

Video Views: 7,900

Twitter:

Profile Visits: 839 Impressions: 11,300 Mentions: 9

Instagram:

Post Likes: 497 Comments: 9 Impressions: 13,594

Total Followers:

Facebook: 6,081

Twitter: 1,855

Instagram: 1,508

Reach = # unique users

Impressions = # times your tweet displays on screen

Post Engagements = # comments, shares, clicks, likes

RIDETIME — JANUARY

Transit App

Sessions: 1,293,745

Average number of daily sessions: 41,734

Monthly usage high: 54,473

Average number of daily users: 4,389

Session = # times app is accessed and used



Greater Dayton Regional Transit Authority
Financial Report
December 2022

Financial Summary
Comparative Data
Departmental Detail
 Balance Sheets
 Sales Tax Receipts

Greater Dayton Regional Transit Authority
 YTD Financial Report
 December 30, 2022

Revenues

Passenger Fares	4,510,063	6.0%
Contract Service Fares	7,140	0.0%
Service Subsidies	277,142	0.4%
Interest	1,281,767	1.7%
Other	187,537	0.2%
Sales Tax - Net	47,780,258	63.1%
State Assistance	286,179	0.4%
Federal Assistance	21,373,253	28.2%
Total Revenue	75,703,340	100%

Passenger Fares are \$335K under budget due to Covid and service impacts.

Sales Tax - Net is \$2.9 million over budget. After nine months of actual receipts we are up 3.7% compared to last year. This is concerning as the increase is not keeping up with inflation.

Total Revenues are \$973K under budget due to higher sales tax receipts and higher interest income, offset by lower passenger revenues and lower Federal / State assistance.

Expenses

Wages	27,135,292	41.8%
Paid Absences	5,853,224	9.0%
Fringe Benefits	11,798,085	18.2%
Services	6,698,184	10.3%
Materials & Supplies	7,184,189	11.1%
Utilities & Power	1,583,638	2.4%
Casualty & Liability Costs	2,642,847	4.1%
Taxes	214,934	0.3%
Purchased Transportation	880,845	1.4%
Miscellaneous	875,767	1.4%
Total Expenses	64,867,005	100%

Fuel expense is underbudget due to fewer gallons being used as a result of fewer service miles. A higher price per gallon has offset some of the positive variance.

Total Expenses are \$8.7 million lower than budget. Employee Wages & Fringe Benefits and Materials & Supplies (including fuel) are the major contributors.

Pre Local Capital - Gain (Loss)

Less - Local Capital Charge	2,864,522
RTA Service - Gain (Loss)	7,971,813

Audit & GASB Items

Less - Market to Market Adjustment	3,036,650
Plus - Market to Market Adjustment	-
Less - Federal/State Depreciation	14,457,886
Less - GASB 68 & 74 (Pensions) Charge	-
Plus - GASB 68 & 74 (Pensions) Credit	-

Audit Adjusted - Gain (Loss)

	(9,522,723)
Plus - Non-RTA Capital Grants Received	5,514,733
Balance Sheet - Change in Net Position	(4,007,990)

Greater Dayton Regional Transit Authority
 YTD Financial Report
 December 30, 2022

	YTD Actual December 2022	YTD Budget December 2022	YTD Actual December 2021
Revenues			
Passenger Fares	4,510,063	4,845,000	4,599,606
Contract Service Fares	7,140	-	143,531
Service Subsidies	277,142	326,000	309,976
Interest	1,281,767	330,000	309,160
Other	187,537	300,000	417,427
Sales Tax - Net	47,780,258	44,855,000	44,658,916
State Assistance	286,179	2,200,000	300,935
Federal Assistance	21,373,253	23,820,000	31,105,844
Total Revenue	75,703,340	76,676,000	81,845,394
Expenses			
Wages	27,135,292	32,192,680	28,628,311
Paid Absences	5,853,224	5,971,811	5,909,052
Fringe Benefits	11,798,085	14,238,232	12,693,014
Services	6,698,184	6,659,244	5,209,590
Materials & Supplies	7,184,189	8,717,476	5,619,295
Utilities & Power	1,583,638	1,851,633	1,746,477
Casualty & Liability Costs	2,642,847	1,600,000	4,087,676
Taxes	214,934	228,326	211,979
Purchased Transportation	880,845	600,000	356,377
Miscellaneous	875,767	1,484,982	703,803
Total Expenses	64,867,005	73,544,384	65,165,576
Pre Local Capital - Gain (Loss)	10,836,335	3,131,616	16,679,819
Less - Local Capital Charge	2,864,522	3,073,146	3,105,061
RTA Service - Gain (Loss)	7,971,813	58,470	13,574,758
Audit & GASB Items			
Less - Market to Market Adjustment	3,036,650	-	699,308
Plus - Market to Market Adjustment	-	-	-
Less - Federal/State Depreciation	14,457,886	15,775,854	14,509,445
Less - GASB 68 & 74 (Pensions) Charge	-	-	-
Plus - GASB 68 & 74 (Pensions) Credit	-	-	-
Audit Adjusted - Gain (Loss)	(9,522,723)	(15,717,384)	(1,633,995)
Plus - Non-RTA Capital Grants Received	5,514,733	-	14,390,127
Balance Sheet - Change in Net Position	(4,007,990)	(15,717,384)	12,756,132

6.0%
0.0%
0.4%
1.7%
0.2%
63.1%
0.4%
28.2%
100%

6.3%
0.0%
0.4%
0.4%
0.4%
58.5%
2.9%
31.1%
100%

43.9%
9.1%
19.5%
8.0%
8.6%
2.7%
6.3%
0.3%
0.5%
1.1%
100%

Greater Dayton RTA
Departmental Budget Summary
December 2022

Department	#	Current Month			Year to Date			Annual Budget
		Actual	Budget	Variance	Actual	Budget	Variance	
Board of Trustees	11	5	6	(1)	60	72	(12)	72
Chief Executive Officer	21	49	54	(4)	544	647	(103)	647
Human Resources	31	85	91	(7)	1,302	1,105	197	1,105
Labor Relations	55	476	79	397	1,394	947	448	947
Total CEO		610	224	387	3,240	2,699	541	2,699
Chief Capital Officer	92	54	31	23	447	371	75	371
Engineering	24	19	30	(11)	197	367	(169)	367
Corporate Dept.	98	36	561	(525)	161	6,730	(6,569)	6,730
Total CCO		108	622	(513)	805	7,468	(6,663)	7,468
Chief Financial Officer	19	158	45	113	674	542	132	542
Claims	66	1,512	132	1,380	2,696	1,594	1,102	1,594
Procurement	77	38	37	1	453	450	3	450
Accounting & Payroll	91	148	84	64	1,130	1,021	109	1,021
Total CFO		1,856	298	1,558	4,953	3,607	1,346	3,607
Transportation Administration	61	480	485	(5)	5,420	5,853	(432)	5,853
Revenue Vehicle Ops	63	3,275	2,365	910	27,284	27,548	(264)	27,548
Security	88	-	8	(8)	-	100	(100)	100
Total Transportation		3,755	2,858	897	32,705	33,501	(796)	33,501
Maintenance Administration	71	147	136	10	1,519	1,646	(127)	1,646
Repair Shops	72	992	905	86	9,740	10,825	(1,085)	10,825
Inventory	73	77	74	4	821	890	(68)	890
Line Shop	75	160	197	(38)	2,025	2,369	(344)	2,369
Facility Maintenance	76	256	240	16	2,406	2,475	(69)	2,475
Transit Hubs	81-85	88	138	(49)	1,225	1,663	(438)	1,663
Facility Cleaning	89	56	47	10	518	560	(42)	560
Total Maintenance		1,776	1,736	40	18,254	20,428	(2,174)	20,428
Customer & Business Dev.	41	41	36	6	336	428	(92)	428
Community Relations	42	-	10	(10)	4	125	(121)	125
Communications	43	74	62	12	593	744	(150)	744
Quality Service - Call Center	44/47	109	94	15	1,122	1,132	(9)	1,132
Planning & Scheduling	45	33	60	(27)	438	721	(283)	721
MIS	58	172	126	46	1,605	1,519	86	1,519
Training, Safety & Risk	65	69	90	(21)	751	1,101	(350)	1,101
Total CC&BDO		497	478	20	4,850	5,769	(920)	5,769
RTA Totals		8,608	6,222	2,386	64,867	73,544	(8,677)	73,544

(Dollars in Thousands, Bracketed Variances are Favorable)

Greater Dayton RTA
Balance Sheets
December 2022 and Year End 2021

Assets and Deferred Outflows of Resources

	As of 12/30/2022	AUDITED As of 12/31/2021
Current assets:		
Cash and cash equivalents	\$ 12,038,330	\$ 19,188,132
Short-term investments	34,973,491	16,158,413
Accounts receivable, less allowance for doubtful accounts	19,348,080	40,858,413
Materials and supplies, net	6,634,718	7,026,721
Prepaid expenses and deposits	1,853,081	1,659,787
	<u>74,847,700</u>	<u>84,891,465</u>
Total current assets		
Non-current assets:		
Long-term investments	55,128,800	42,327,402
Net pension /OPEB assets	4,851,002	4,851,002
Capital assets:		
Land	7,361,536	7,361,536
Revenue producing and service equipment	129,103,876	128,217,004
Buildings and structures	134,310,336	134,550,170
Office furnishings, shop equipment and other	28,120,400	27,589,681
Construction in progress	30,681,929	39,431,358
Less accumulated depreciation	<u>(147,082,668)</u>	<u>(147,856,050)</u>
Total capital assets - net	182,495,408	189,293,699
Total non-current assets	<u>242,475,210</u>	<u>236,472,103</u>
Total assets	317,322,910	321,363,568
	<u>8,720,343</u>	<u>8,720,343</u>
	<u>\$ 326,043,253</u>	<u>\$ 330,083,911</u>
Deferred outflows of resources - pensions/OPEB		
Total assets and deferred outflows of resources		

Liabilities, Deferred Inflows of Resources and Net Position

Current liabilities:		
Accounts payable	\$ 4,869,951	\$ 2,103,284
Accrued payroll and related benefits	5,344,473	5,365,824
Accrued self-insurance	5,801,260	7,492,888
Unearned fares	374,247	242,503
Other accrued expenses	1,631,011	1,410,315
	<u>18,020,942</u>	<u>16,614,814</u>
Total current liabilities		
Non-current liabilities:		
Accrued compensated absences	1,247,354	1,243,663
Net pension/OPEB liabilities	35,536,702	35,536,702
	<u>36,784,056</u>	<u>36,780,365</u>
Total non-current liabilities		
Total liabilities	54,804,998	53,395,179
	29,517,474	29,517,474
Deferred inflows of resources - pensions/OPEB		
Invested in capital assets	182,495,408	189,293,699
Unrestricted	59,225,373	57,877,559
	<u>241,720,782</u>	<u>247,171,258</u>
Total net position		
Total liabilities, deferred inflows of resources and net position	<u>\$ 326,043,253</u>	<u>\$ 330,083,911</u>



SALES TAX RECEIPTS (NET OF FEE PAID TO STATE OF OHIO)

SALES PERIOD EARNED	MONTH RECEIVED	MONTHLY				YEAR TO DATE					
		2019	2020	2021	Actual 2022	Budget 2022	2019	2020	2021	Actual 2022	Budget 2022
JANUARY	APRIL	\$ 2,818,084	\$ 3,070,612	\$ 3,233,962	\$ 3,406,797	\$ 3,343,896	\$ 2,818,084	\$ 3,070,612	\$ 3,233,962	\$ 3,406,797	\$ 3,343,896
FEBRUARY	MAY	\$ 2,905,504	\$ 3,059,356	\$ 3,290,524	\$ 3,515,968	\$ 3,331,639	\$ 5,723,588	\$ 6,129,968	\$ 6,524,486	\$ 6,922,765	\$ 6,675,535
MARCH	JUNE	\$ 3,521,181	\$ 3,023,059	\$ 4,200,021	\$ 4,207,363	\$ 3,292,111	\$ 9,244,769	\$ 9,153,027	\$ 10,724,507	\$ 11,130,128	\$ 9,967,647
APRIL	JULY	\$ 3,093,769	\$ 2,756,395	\$ 3,960,624	\$ 4,023,682	\$ 3,401,715	\$ 12,338,538	\$ 11,909,422	\$ 14,685,131	\$ 15,153,810	\$ 13,369,362
MAY	AUGUST	\$ 3,307,774	\$ 3,561,409	\$ 4,174,409	\$ 4,292,382	\$ 3,978,375	\$ 15,646,312	\$ 15,470,831	\$ 18,859,540	\$ 19,446,192	\$ 17,347,737
JUNE	SEPTEMBER	\$ 3,530,545	\$ 3,929,617	\$ 3,985,835	\$ 4,073,673	\$ 3,979,353	\$ 19,176,857	\$ 19,400,448	\$ 22,855,374	\$ 23,519,865	\$ 21,327,090
JULY	OCTOBER	\$ 3,271,972	\$ 3,594,516	\$ 3,970,191	\$ 4,124,481	\$ 3,914,428	\$ 22,448,829	\$ 22,994,964	\$ 26,825,565	\$ 27,644,346	\$ 25,241,518
AUGUST	NOVEMBER	\$ 3,319,979	\$ 3,509,033	\$ 3,792,316	\$ 3,917,771	\$ 3,821,337	\$ 25,768,808	\$ 26,503,997	\$ 30,617,881	\$ 31,562,117	\$ 29,062,855
SEPTEMBER	DECEMBER	\$ 3,596,778	\$ 3,432,216	\$ 3,844,035	\$ 4,163,678	\$ 3,737,684	\$ 29,365,586	\$ 29,936,213	\$ 34,461,916	\$ 35,725,795	\$ 32,800,538
OCTOBER	JANUARY	\$ 3,391,956	\$ 3,820,242	\$ 3,771,559	\$ 3,760,243	\$ 3,760,243	\$ 32,757,541	\$ 33,756,455	\$ 38,233,475	\$ 38,233,475	\$ 36,560,781
NOVEMBER	FEBRUARY	\$ 3,411,674	\$ 3,431,837	\$ 4,015,563	\$ -	\$ 3,837,269	\$ 36,169,215	\$ 37,188,292	\$ 42,249,038	\$ 42,249,038	\$ 40,398,050
DECEMBER	MARCH	\$ 4,014,198	\$ 4,000,815	\$ 4,620,756	\$ -	\$ 4,456,950	\$ 40,183,413	\$ 41,189,106	\$ 46,869,794	\$ 46,869,794	\$ 44,855,000
Totals		\$ 40,183,413	\$ 41,189,106	\$ 46,869,794	\$ 35,725,795	\$ 44,855,000					
% Increase Year over Year		5.28%	2.50%	13.79%							

2022
Jan - Sept Actual Receipts = 35,725,795
Oct - Dec Budgeted Amount = 12,054,463
47,780,258
<i>As reported on Financial Summary</i>

PLEASE NOTE THE ABOVE AMOUNTS ARE REPORTED NET OF A 1% ADMINISTRATIVE FEE WHICH IS PAID TO THE STATE OF OHIO.

Small Purchasing Information
\$25,000 TO \$100,000
January 1 - December 31, 2023

Contract Date	Requesting Department	Description	Vendor	Amount
01/01/23	Maintenance	UD Supervisor Leadership Class 2 Years / 20 Employees	University of Dayton	\$86,000
01/01/23	Maintenance	Diesel Exhaust Fuel (DEF)	Mansfield Oil Company	49,000
			TOTAL	\$135,000

Board Meeting - 3/07/23
Chief Financial Officer