

**MINUTES OF THE QUARTERLY MEETING OF THE
BOARD OF COMMISSIONERS OF
ROCHESTER-GENESEE REGIONAL TRANSPORTATION AUTHORITY
AND ITS SUBSIDIARIES
December 6, 2018**

A. Roll Call and Determination of Quorum

The meeting was called to order at 10:10am by Chairman Geoff Astles who determined that a quorum was present.

Present on Roll Call:

➤ County of Monroe	Don Jeffries	=	8 votes
County of Monroe	Kelli O'Connor	=	8 votes
➤ City of Rochester	William Ansbro	=	2 votes
➤ City of Rochester	Jerdine Johnson	=	2 votes
➤ City of Rochester	William McDonald	=	2 votes
County of Livingston	Milo I. Turner	=	2 votes
➤ County of Ontario	Geoff Astles	=	3 votes
➤ County of Orleans	Henry Smith	=	1 vote
➤ County of Seneca	Edward W. White	=	1 vote
➤ County of Wayne	Michael P. Jankowski	=	3 votes
➤ County of Wyoming	Rich Kosmerl	=	1 vote
Amalgamated Transit Union	Jacques Chapman	=	<u>0 votes</u>

Total Votes Possible	33
Total Votes Present	23
Votes Needed for Quorum	17

Others Present:

Scott Adair, Chief Financial Officer
Dave Belaskas, Director of Engineering & Facilities Management
Ken Boasi, Director of Scheduling
Tom Brede, Public Information Officer
Maggie Brooks, Executive VP of Customer & Community Engagement
Mike Burns, Director of Accounting Services
Bill Carpenter, Chief Executive Officer
David Cook, Purchasing Manager
Jay Corey, Director of Maintenance Systems & Quality
Daniel DeLaus, General Counsel
Chris Dobson, VP of Transportation Services
Justin Feasel, Manager of Purchasing & Project Management
Haik Gundlach, HBC
Reggie Hill, Manager of Service Delivery
Laura Kenyon, Supervisor of Communications & Marketing
Rusty Korth, VP of Maintenance
Gene Kreinsen, Manager of Fleet Maintenance
Matthew Lindman, Technical Support Administrator
Christian Mahood, Director of Information Technology
Megan Morsch, VP of Marketing & Customer Service
Sharon Muir-Eddy, Director of Budget
Jim Ramos, Director of Service Delivery
Kelly Schmidt, Executive Assistant to the CEO
Matt Shaw, Director of Fleet Maintenance
Janet Snyder, Director of Labor Relations
James Stack, Executive Director of GTC
Julie Tolar, Director of Service Planning

B. Adoption of the Agenda

On motion of Commissioner Jeffries, seconded by Commissioner Kosmerl, the Agenda was unanimously adopted.

C. Approval of Minutes

On motion of Commissioner Ansbrow, seconded by Commissioner McDonald, the RGRTA Regular Board Meeting Minutes of October 4, 2018 were unanimously approved.

D. CEO Report

Bill Carpenter, Chief Executive Officer, presented the monthly CEO Report, along with presentations from Mike Burns, Director of Accounting & Payroll on the TOPS Quarterly Results and Megan Morsch, VP of Marketing & Customer Service on the Customer Service

Index of the TOPS Report, as reflected in the power point presentation, a copy of which is attached to these Minutes.

TOPS Report: Quarterly Results & Customer Service Index

- *Commissioner McDonald asked about the correlation between OTP and the NPS score and customers stating that reliability is the primary concern. Megan Morsch responded that it is a different perception. We may be on-time based on our data and a customer might think that we are too early or late for them.*
- *Commissioner Johnson asked if we have the customer fill out the survey on the bus or if we complete it for them. Megan Morsch responded that we can both read the survey to the customer and fill it out for them or they can take it on their own. We do offer an incentive if a customer completes the survey of a free one ride bus pass.*
- *Commissioner Ansbrow asked about the data on different languages. Megan Morsch stated that English is the primary language but we do have data on Spanish which is the secondary language and she can get that information to the Commissioner so that he has it for context.*
- *Commissioner Smith asked if when the survey is given if we collect the survey at that time or if we hand them out and let customers mail them in. Megan Morsch responded that we have a third party market research firm that will get on the bus and hand out the survey and answer any questions and collect the survey as they are completed.*
- *Commissioner McDonald asked about getting data on income and race as well as language. Megan Morsch responded that she could provide that data.*
- *Commissioner Ansbrow asked if the survey is available in different languages. Megan Morsch stated that it is not at this time but it will be. We currently have an RFP out for a new Market Research Firm and have requested a Spanish and English version of the survey.*

The CEO Report Project Highlight was presented by Rusty Korth, VP of Maintenance on RTS Electric Bus Program Strategy and Schedule, as reflected in the power point presentation, a copy of which is attached to these Minutes.

Project Highlight: RTS Electric Bus Program Strategy & Schedule

- *Commissioner Jankowski asked if we are looking at reducing personnel cost with the electric buses. Seems that we have less maintenance cost with the electric bus than a diesel. Rusty Korth replied that “long term that will probably happen but it will likely take decades and what else may impact this is very subjective at this time”. Commissioner Jankowski asked how much is RG&E a part of our conversation. Rusty Korth stated “they are a huge part of the conversation in determining both their capability and our infrastructure”.*
- *Commissioner Kosmerl asked about the battery use and what the life of the battery will be. Rusty Korth stated that the battery is warrantied for 12 years. In addition to the electric bus we will have back end diagnostics so that we can monitor vehicle health and can make adjustments based on that information.*
- *Commissioner White asked about the cost recovery on the electric buses. Rusty Korth stated that during years 9 and 10 we will notice the cost recovery on a 12 year bus. Commissioner White also asked if there has been any reports on electric buses being*

harmful as far as electric magnetic rays, much like we hear about this being an issue with cell phones. Rusty Korth stated that he has not read anything about that but he would take a look into it and get back to the Commissioner. Commissioner White asked if we might in the future see an issue with electricity being in such a demand that it because more expensive and less attainable than fossil fuels. Rusty Korth stated that I think there has been such a focus on people trying to decrease their electricity use in the past several years and so RG&E will be looking to sell electricity and we will be a major customer so I am hoping we will have some purchasing power over some other companies.

- *Commissioner Ansbrow asked if there will be a “fuel” gage on the buses to indicate how much electricity is left. Rusty Korth responded that even our buses now do not have a fuel gage on them. We are looking to possibly have an indicator that will let the Operator know if they are driving economically or not. Commissioner Ansbrow also asked if we know what routes we are planning to put the electric buses on. Rusty Korth responded that we do not know specifically but we will likely pick routes that have lots of stops so that we can make use of the regenerative braking and also have a small subset of operators that are using the buses so that they can get use to them. Commissioner Ansbrow asked if we will have a portable charger if a bus breaks down on the road. Rusty Korth responded that if we have an electric bus breakdown we will just tow it like we would a regular bus. We will have a portable charger that will be used if a bus runs out of electric here on the campus.*

On motion of Commissioner Smith, seconded by Commissioner Ansbrow, the CEO Report was accepted by unanimous vote.

E. Proposed Resolutions

Resolution Awarding a Contract for the Purchase of 40' Heavy-Duty Battery Electric Transit Buses, RGRTA 51-2018

- *Commissioner Smith asked about the RFP packages that went out and why we only had 3 respondents out of the 24 packages. Rusty Korth, VP of Maintenance, responded that 24 packages were sent out because some of those companies make components for the buses and wanted to see the RFP. Really the 3 respondents that we received are the only companies that could fulfill all the requirements.*
- *Commissioner Johnson asked how long New Flyer has been in business. Rusty Korth, VP of Maintenance, responded that they have been in business for close to 80 years.*
- *Commissioner White asked if New Flyer was the low bidder. Rusty Korth, VP of Maintenance, responded that they were not the low bidder, they were second and the differentiator was around \$20,000-\$30,000 a bus.*
- *Commissioner McDonald asked if our current buses have low floor as well. Rusty Korth, VP of Maintenance, responded that yes they do.*

RGRTA 51-2018: On motion of Commissioner Ansbrow, seconded by Commissioner Kosmerl, the aforementioned Resolution, a copy of which is attached to these Minutes, was unanimously approved.

**Resolution Authorizing the Award of a Contract for the Purchase of Electric Bus Chargers,
RGRTA 52-2018**

RGRTA 52-2018: On motion of Commissioner Jeffries, seconded by Commissioner Kosmerl, the aforementioned Resolution, a copy of which is attached to these Minutes, was unanimously approved.

**Resolution Authorizing the Award of a Contract for Design and Construction Administration
Services for the RTS Connection Hubs Project, RGRTA 53-2018**

- *Commissioner White asked if these were the lowest bidder. Dave Belaskas, Director of Engineering & Facilities Management, responded that yes they were the low bidder.*
- *Commissioner Jankowski asked if we know where these connection hubs will be located. Dave Belaskas, Director of Engineering & Facilities Management, Skyview at Medley center, Eastman Business Park and Blossom Loop. We own Blossom Loop and are working with the owners of the other two to get a lease agreement in place. We are looking to have these up and running in June of 2020. These locations were identified based on the route redesign. Commissioner Jankowski asked how these will fit in with bringing in the suburban routes and how will they service the Route 104 and Route 31 corridors. Bill Carpenter, CEO added that once we have the recommendations for the community mobility zones then we will identify and begin the connection hubs for where the community mobility zones will come into the system. Commissioner Jankowski asked if we have the funds for these connection hubs. Dave Belaskas, Director of Engineering & Facilities Management, responded that yes we have the funds for the design at this point and we will have the lease agreements in place before we start construction and will come back to the board for that approval.*

RGRTA 53-2018: On motion of Commissioner Ansbro, seconded by Commissioner McDonald, the aforementioned Resolution, a copy of which is attached to these Minutes, was unanimously approved.

**Resolution Authorizing the Award of a Sole Source Contract for Software Maintenance and
Software Licenses for Trapeze Products, RGRTA 54-2018**

- *Bill Carpenter, CEO, added that this contract is a sole source over \$1M and if the board approves this it will then go to the State Comptroller's office for review and approval. This is the same process we went through five years ago.*

RGRTA 54-2018: On motion of Commissioner Ansbro, seconded by Commissioner Smith, the aforementioned Resolution, a copy of which is attached to these Minutes, was unanimously approved

F. Consent Resolutions

Consent Resolutions RGRTA 55-2018 up to and including GTCS 2-2018 were approved by a motion made by Commissioner McDonald, seconded by Commissioner Jeffries, the below

mentioned Resolutions, a copy of which is attached to these Minutes, were unanimously approved.

Resolution Authorizing the Award of a Contract for Building Management System Upgrades, RGRTA 55-2018

Resolution Authorizing the Award of a Contract for Interactive Voice Response (IVR) System Software Maintenance & Support Services, RGRTA 56-2018

Resolution Authorizing the Purchase of 87 Octane Gasoline, RGRTA 57-2018

Resolution Authorizing the Disposal of Buses and Other Assets, RGRTA 58-2018

Resolution Authorizing GTCS, Inc. to Execute a Contract for Professional Services to be Rendered to the Genesee Transportation Council for the Penn Yan Circulation, Accessibility, and Parking (CAP) Study, GTCS 2-2018

G. Financial Report

Scott Adair, Chief Financial Officer, presented the financial report, a copy of which is attached to these Minutes.

- *Chairman Astles asked if we know where the Mortgage tax is coming from. Scott Adair, Chief Financial Officer, stated that we do know where the tax is coming from by County.*

On motion of Commissioner Jankowski, seconded by Commissioner Ansbro, the Financial Report was received by unanimous vote.

H. Calendar

Bill Carpenter, CEO, stated that we recommend to the Board that we not have the January 3rd Board meeting. Bill also stated that since the meeting for July would be on the 4th we have changed that to have a June 6th meeting and a June 27th meeting.

I. Adjournment

There being no further matters on the adopted Agenda, the quarterly meeting was adjourned on motion of Commissioner Johnson, seconded by Commissioner Ansbro at 11:25am.

Respectfully submitted,

Edward W. White, Esq., Secretary

Posted Date: December 20, 2018

CEO Report

Presented by: Bill Carpenter, CEO

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Chief Executive Officer Report

- TOPS Report
- Project Highlight
- Miscellaneous



TOPS

TRANSIT ORGANIZATION PERFORMANCE SCORECARD

		SCORE 2nd Qtr.
FPI	FINANCIAL PERFORMANCE INDEX	42.9
CSI	CUSTOMER SATISFACTION INDEX	32.4
SPI	SERVICE PERFORMANCE INDEX	28.6
EEI	EMPLOYEE ENGAGEMENT INDEX	11.5
	TOTAL	115.4

Strategic Pillars 2018-19 2nd Qtr.	Metric	Plan Goal	Actual 1st Quarter	Actual 2nd Quarter	Actual 3rd Quarter	Actual 4th Quarter	Earned Points	Goal Points	Max Points	Min Points
Financial Performance Index	End of Year Net Income (Deficit) Projection	\$0.0	\$0.0	\$89.4			42.94	40.00	52.00	28.00
	Total FPI Score						42.9	40.0	52.0	28.0
Customer Service Index	Net Promoter Score - RTS	36%	46%	44%			30.28	23.29	30.28	16.30
	Customer Satisfaction - RTS Access	95%	95%	97%			0.31	0.27	0.35	0.19
	RTS Genesee	95%	100%	100%			0.27	0.21	0.27	0.14
	RTS Livingston	95%	100%	100%			0.27	0.21	0.27	0.14
	RTS Ontario	95%	98%	99%			0.26	0.21	0.27	0.14
	RTS Orleans	95%	100%	97%			0.23	0.21	0.27	0.14
	RTS Seneca	95%	98%	100%			0.27	0.21	0.27	0.14
	RTS Wayne	95%	100%	100%			0.27	0.21	0.27	0.14
	RTS Wyoming	95%	100%	100%			0.27	0.21	0.27	0.14
	Total CSI Score						32.4	25.0	32.5	17.5
Service Performance Index	On-Time Performance - RTS	89.25%	92.26%	92.25%			26.79	23.29	30.28	16.30
	RTS Access	95.0%	96.6%	96.4%			0.30	0.27	0.35	0.19
	RTS Genesee	95.0%	90.2%	86.1%			0.14	0.21	0.27	0.14
	RTS Livingston	90.0%	85.4%	90.8%			0.22	0.21	0.27	0.14
	RTS Ontario	90.0%	95.4%	94.6%			0.26	0.21	0.27	0.14
	RTS Orleans	95.0%	96.2%	92.8%			0.18	0.21	0.27	0.14
	RTS Seneca	95.0%	99.4%	98.3%			0.25	0.21	0.27	0.14
	RTS Wayne	95.0%	98.5%	97.5%			0.24	0.21	0.27	0.14
	RTS Wyoming	95.0%	99.8%	99.5%			0.26	0.21	0.27	0.14
	Total SPI Score						28.6	25.0	32.5	17.5
Employee Engagement Index	Employee Participation	27.5%		38.7%			-	-	-	-
	Employee Engaged Index	24.0%		33.3%			6.27	5.00	6.50	3.50
	Employee Satisfaction	4.0		4.1			5.21	5.00	6.50	3.50
	Total EEI Score						11.5	10.0	13.0	7.0
TOPS Score							115.4	100.0	130.0	70.0
On-Time Performance: RTS value stated above is the annual average (89.90%). Quarterly goals are: Q1 89.75%; Q2 89.25%; Q3 89.85%; Q4 90.75%										

TOPS Report

*Presented by: Michael Burns
Director of Accounting Services*

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TOPS

TRANSIT ORGANIZATION PERFORMANCE SCORECARD

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Customer Service Index

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	RTS Seneca	95%	98%	100%			0.27	0.21	0.27	0.14
	RTS Wayne	95%	100%	100%			0.27	0.21	0.27	0.14
	RTS Wyoming	95%	100%	100%			0.27	0.21	0.27	0.14
	Total CSI Score						32.4	25.0	32.5	17.5



Service Performance Index: How We Measure Success

- **Single Measure of Service Quality: On-Time Performance at All Locations**
 - Where measured systematically, leverages on-board technology to measure actual time points against scheduled fixed route time points
 - Time points per Weekday
 - RTS Monroe – 5,600
 - RTS Ontario – 730
 - RTS Livingston – 160
 - All Other Regionals – Measured Manually
 - On-Time Performance information is used support to decisions regarding scheduling adjustments and to inform operators in real-time throughout the day



Service Performance Index

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	RTS Seneca	95.0%	99.4%	98.3%			0.25	0.21	0.27	0.14
	RTS Wayne	95.0%	98.5%	97.5%			0.24	0.21	0.27	0.14
	RTS Wyoming	95.0%	99.8%	99.5%			0.26	0.21	0.27	0.14
	Total SPI Score						28.6	25.0	32.5	17.5



Employee Engagement Index

Strategic Pillars 2018-19 2nd Qtr.	Metric	Plan Goal	Actual 1st Quarter	Actual 2nd Quarter	Actual 3rd Quarter	Actual 4th Quarter	Earned Points	Goal Points	Max Points	Min Points
Employee Engagement Index	Employee Participation	27.5%		38.7%			-	-	-	-
	Employee Engaged Index	24.0%		33.3%			6.27	5.00	6.50	3.50
	Employee Satisfaction	4.0		4.1			5.21	5.00	6.50	3.50
	Total EEI Score						11.5	10.0	13.0	7.0



Summary

- We exceeded our goals across all four strategic pillars that we measure.
- Within the four pillars, we saw continued strong performance in both our NPS and on-time performance scores at RTS Monroe along with customer satisfaction at Access and all Regionals.
- We experienced positive trends within the various drivers of our employee engagement index.



TOPS Highlight: CSI

Presented By: Megan Morsch
Vice President, Marketing and Customer Service



Customer Service Index

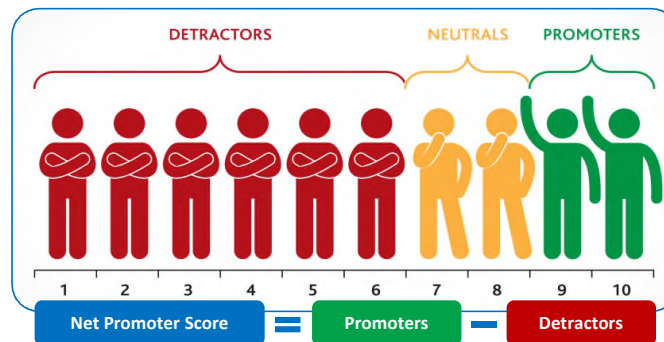
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Total CSI Score							32.4	25.0	32.5	17.5



Customer Satisfaction Survey Process

- **RTS in Monroe County**
 - Third party agency conducts the surveys.
 - Survey agents collect a minimum of 400 surveys from customers on all 47 routes to ensure the results are statistically valid, offering a day pass as incentive for completing the surveys.
 - Data is collected according to ridership by all four day parts: weekday morning, midday, weekday afternoon, and weekend.
 - Key Performance Indicator is the Net Promoter Score (NPS).
- **RTS Access and Regional Counties**
 - Survey is handed out on the bus by Operator, Administrative Staff or mailed to active customers.
 - Key Performance Indicator is “How satisfied were you with your overall experience during today’s ride?”

Net Promoter Score: RTS in Monroe County

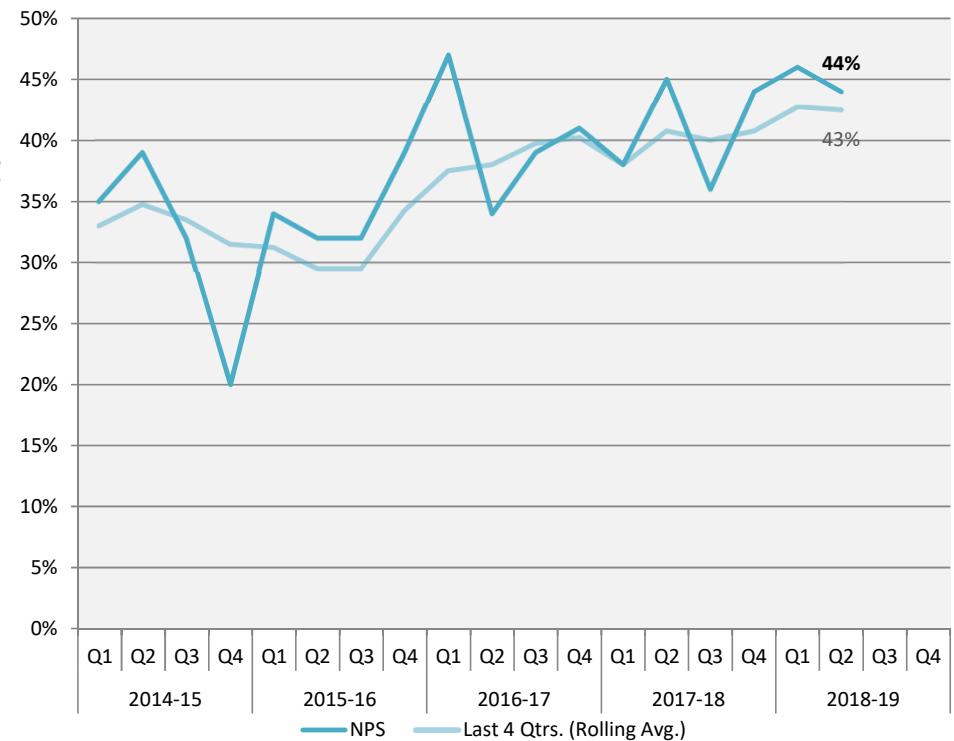


- It is measured by asking: *How likely is it that you would recommend [company] to a friend or colleague?*
 - Customers respond on a 1-to-10 point rating scale and are categorized as follows:
 - **Promoters** (score 9-10) are loyal enthusiasts.
 - **Passives** (score 7-8) are satisfied but unenthusiastic customers.
 - **Detractors** (score 1-6) are unhappy customers who can damage your brand.



Net Promoter Score: RTS in Monroe County

- **NPS of 44% for Q2 exceeds goal of 36%.**
 - Down 1% points from Q2 last year.
 - Higher than rolling average of 43% for past 4 quarters





Survey Highlights

28 Survey Questions:

- 22 static questions in each survey
- 6 rotating questions

Q2 2018-29 Survey Categories:

- Static Questions:
 - Key Performance indicators
 - Performance Metrics
 - Demographic Questions & Trip Purpose
- Rotating Question: Reimagine RTS Awareness & Perception



Survey Highlights

Awareness and Perception of Reimagine RTS

- Aware of Reimagine RTS = 49%
- Among those aware of Reimagine RTS, the study has changed their perception of RTS:
 - For the better - 46%
 - For the worse - 7%
 - Not at all - 47%

Trip Purpose

- Work as primary trip purpose = 70%
 - 7% increase over Q2 2017
- Customers who use RTS 5+ times per week = 63%
 - 7% increase over Q2 2017



Survey Highlights

Performance Metrics

- **RTS has received top ratings from 75% or more customers for the following attributes:**
 - Ease of purchasing the fare
 - Ease of understanding what bus to board and where it goes
 - The accuracy of the WMB text service
 - The degree to which the driver drove safely
 - Ease of transferring to another route

Improvement Opportunities

- **Survey respondents who scored as Passives or Detractors most frequently mentioned concerns with the following as to why they do not recommend us:**
 - Reliability
 - Frequency



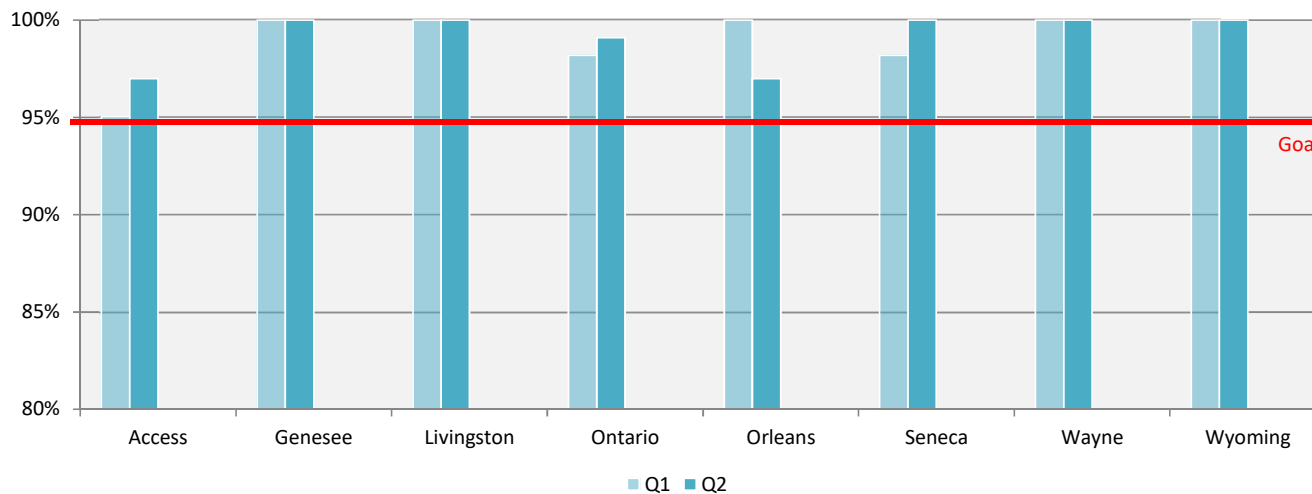
Customer Satisfaction: Access & Regionals

	Low				High
	1	2	3	4	5
How satisfied were you with:					
Your overall experience during today's ride:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- It is measured by asking: *How satisfied were you with: your overall experience during today's ride?*
 - Customers respond on a 1-to-5 point rating scale and are categorized as follows:
 - **Positive** (score 4 or 5)
 - **Neutral** (score 3)
 - **Negative** (score 1 or 2)
 - Score is calculated as:
$$\frac{\# \text{ Positive Responses}}{\# \text{ Total Responses}} = \% \text{ Customer Satisfaction}$$

Customer Satisfaction: Access & Regionals

- All companies exceeded the common goal of 95% Customer Satisfaction





Summary

- All companies exceeded goal for the second quarter of this fiscal year
- We have the ability to track the customer awareness of Reimagine RTS in future years
- Increase in percentage of respondents listing “work” as the primary purpose of their trip
- Customers are consistently satisfied with most attributes however concerns with reliability and service frequency are the top reasons for people to not recommend RTS



Chief Executive Officer Report

- TOPS Report
- Project Highlight
- Miscellaneous

RTS Electric Bus Program Strategy and Schedule

*Presented by: Rusty Korth
VP of Maintenance*

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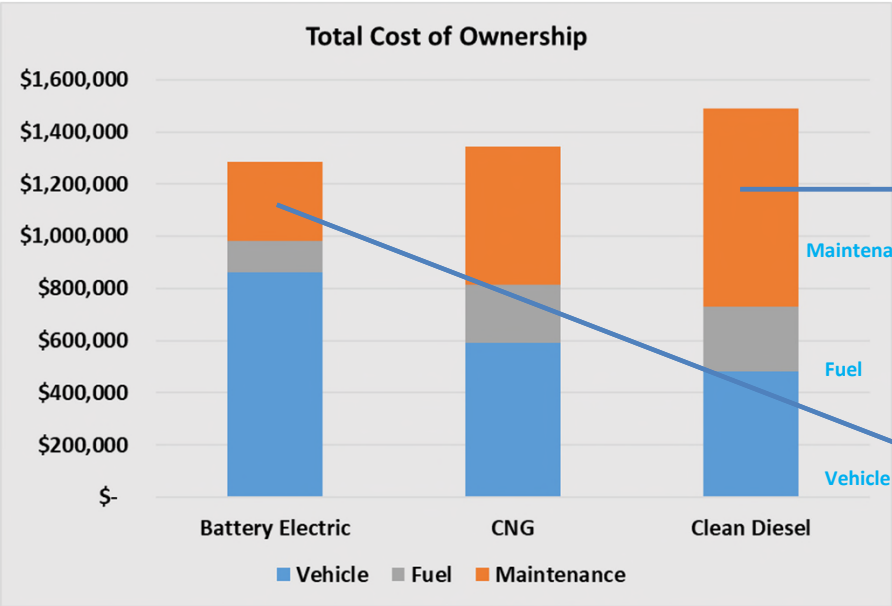
Funding for Electric Bus Program

- RGRTA was awarded a competitive CMAQ Grant in May 2017 for the purchase of 5 electric buses and associated infrastructure.
- RGRTA was also awarded a competitive Low or No Emissions Vehicle Program Grant for a 6th electric bus in March 2018.
- Future funding will likely come through other grants and/or NYS settlement funds.

ZERO Emissions

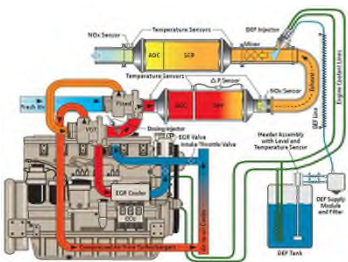
- Cities are working towards low and zero emission transportation through policy development
 - Motor vehicle emissions are most concentrated where people are most concentrated
 - Further emissions reduction capability for the internal combustion engine is limited
 - Public transit provides an excellent opportunity to further reduce emissions in high-population areas
 - Transit interest in battery electric buses is quickly growing across the country

Lower Potential Total Cost of Ownership



Maintenance Costs

VS



Tier 4 Diesel Engine



Automatic Transmission



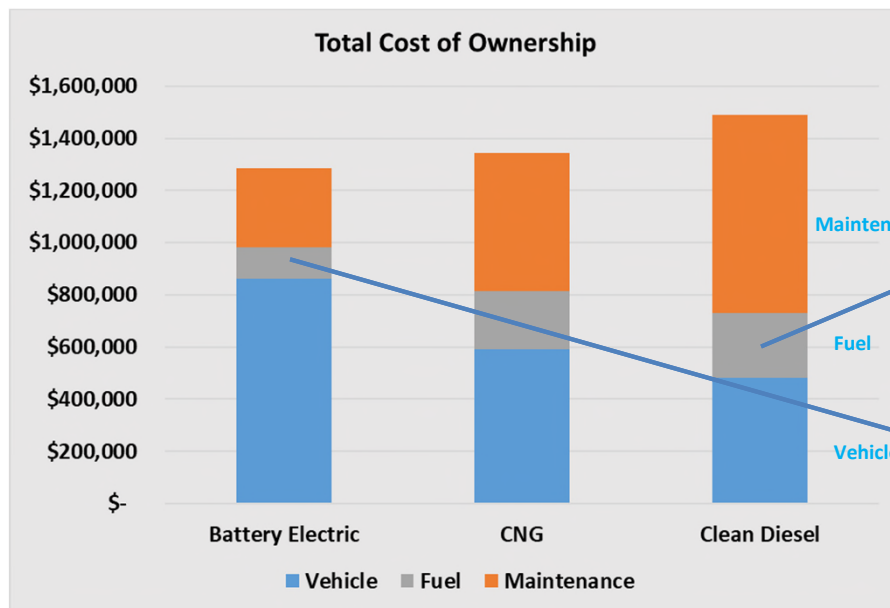
Propulsion System

Seimens Direct Drive PEM traction motor
(30 yr. design life, 15 yr. bearing replacement), no transmission

+

**Reduced Brake Wear
[Regenerative Braking]**

Lower Potential Total Cost of Ownership



Fuel Costs

\$2.42 per gallon
4.6 miles per gallon
\$0.53 per mile

VS

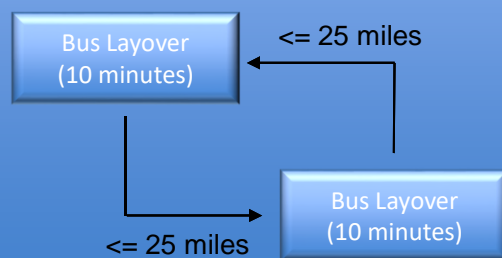
\$0.11 per kWh
0.4 miles per kWh
\$0.28 per mile

Well Suited to Transit

On-Route Charging

Typical use-case is a circulator (up to 24 hrs./day) running in a loop with 10 minute layovers.

High-power on-route rapid charger with shorter-range buses.



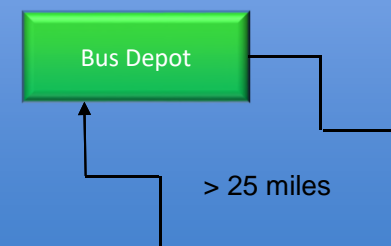
Operational Intensity

- **Fixed-route urban service works well for the different charging models**
 - On-Route
 - Depot
- **Regenerative braking benefits with frequent stops**
- **Electric buses provide a better ride – quieter and smoother**

Depot Charging

Typical use-case are any routes with longer range requirements. Optimize deployment to maximize benefits.

Lower-power depot charger with extended-range buses.



Operational Flexibility

Electric Bus Implementation Challenges

- **Initial capital cost**

- Can be offset with additional grant \$, alternative financing
- Volume and competition will drive costs down over time

*Market will
resolve these
over time*

- **Operating range – range anxiety**

- Becoming a non-issue with rapid improvement in battery and charging technology

- **Charging standards**

- Charging standards converging but not quite there yet

- **Charging strategy and infrastructure**

- Significant infrastructure investment – electricity becomes our new fuel
- Time of day and demand charges can significantly affect our fuel (electricity) cost
- Operational processes impacted by charging strategy

This is on us!

Primary Operational Constraints of Battery Electric Buses

How far can the bus go until it needs to be charged?

How long does it take to charge it?

Rate of energy usage (miles/kWh)?



Total capacity (kWh) and current SOC of ESS?



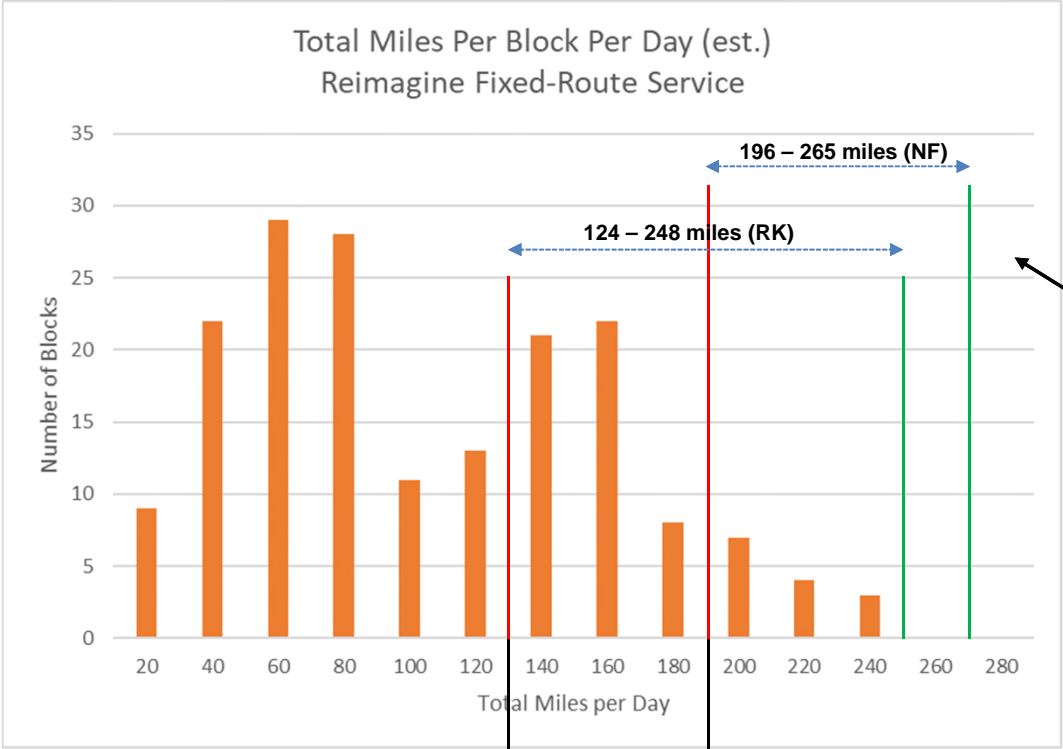
ESS
(Energy Storage System)

Charger power level (kW)?



Basic Electric Bus Terminology

- **kW** is a unit of power (rate at which energy is generated or used)
- **kWh** is a unit of energy (fuel)
- **State of Charge (SOC)** is the percentage of total energy capacity remaining



Extended-range battery electric buses can do a majority of the work that a diesel bus can do.



ESS
(Energy Storage System)

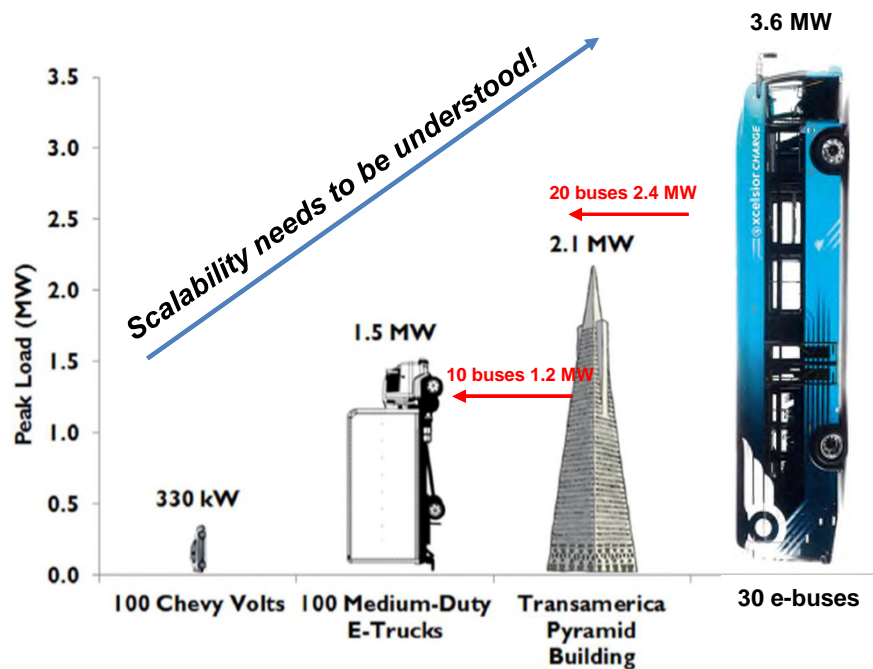
466 kWh capacity today
550 kWh capacity next year

63% of the service
92% of the service

Our Technical Specifications for Buses and Chargers

- **Identified Four Primary Requirements (performance and standards)**
 1. Extended Range – Optimally would want minimum range to be 140 miles (70% of our buses travel 140 miles or less)
 2. Charging window – Optimally would want a bus to be charged in 4 – 5 hours
 3. Buses and chargers were both required to support the SAE J1772 DC charging standard
 4. Chargers were required to support OCPP 1.6 or higher
- **Range translates to a minimum ESS capacity requirement knowing projected energy usage**
 - Rate of energy usage can vary significantly based on heating/cooling requirements and Operator driving behavior
- **ESS capacity and charging window translates to a minimum charger power requirement**
 - Charger power also translates to a potential peak load which impacts our electrical infrastructure

Peak Loads for Various Electric Vehicle Fleets (without mitigating grid impacts)



Assumptions: Chevy Volt charging rate is 3.3 kW, medium duty E-Truck charging rate is 15 kW and the E-Bus charging rate is 120 kW.



Existing 1800 AMP 480V "Main Gear"
(main circuit breakers)

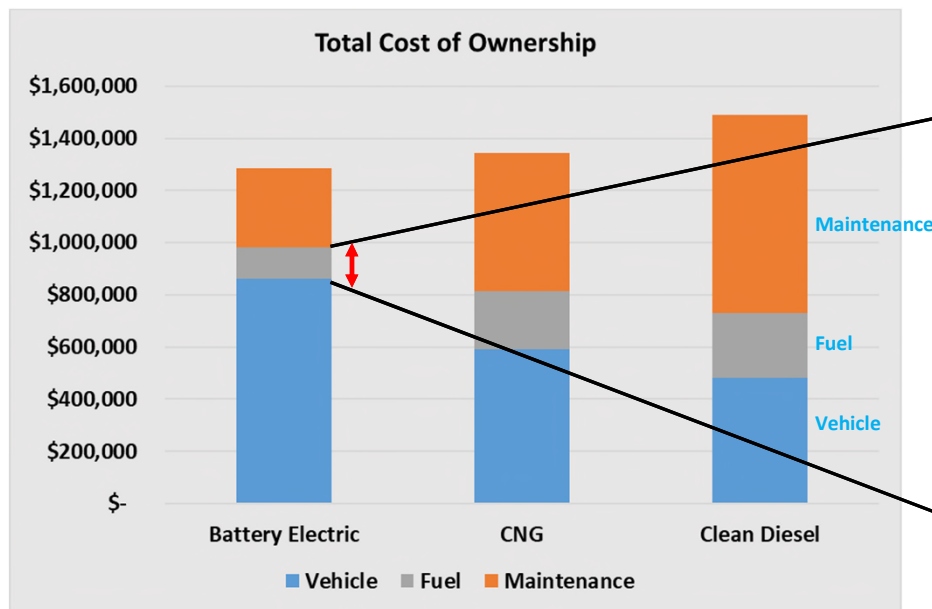
What is the impact on our electrical infrastructure?

What is RG&E's capability to deliver what we need?

What is the impact on our cost of electricity?

What happens if there is a power outage?

Lower Potential Total Cost of Ownership



Variability in Fuel Expense

Amount of kWh Used

- HVAC Load
- Regenerative braking

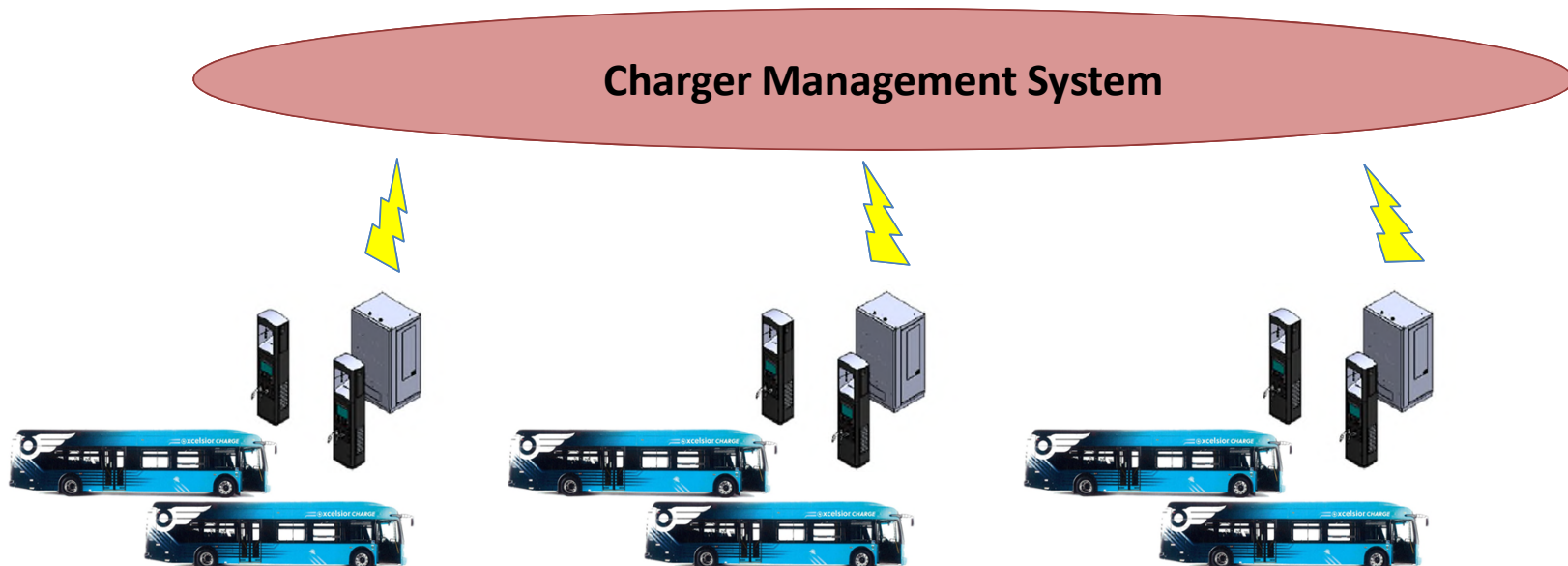
Cost per kWh

How and when you charge the buses can significantly affect the cost of electricity.

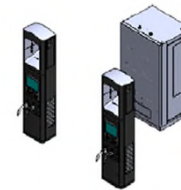
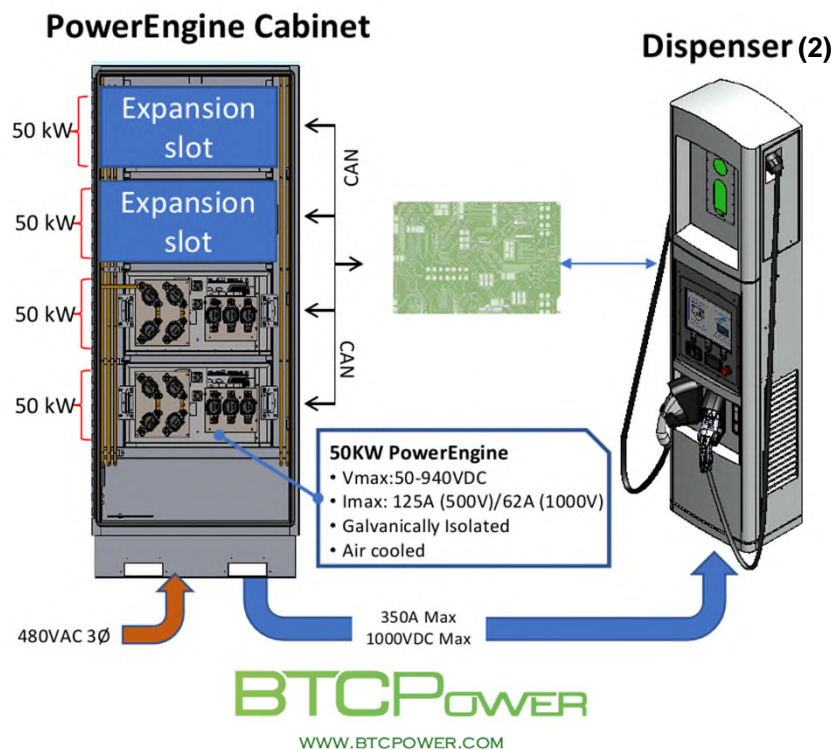
- Time of Use
- Demand Charges

Charging Strategy

- Dedicated charging connection for each bus
- Scalable and modular charger topology
- Charger Management software to enable “smart charging”



Charging System Topology



x 3

Initial Installation: Three (3) 200 kW PowerEngine Cabinets and six (6) Dispensers for the first 6 buses.

Flexible Charging: Each 200 kW PowerEngine Cabinet can split 200 kW between the 2 dispensers (buses) as needed, e.g. 125/75, 150/50, 200/0 and anywhere in between.

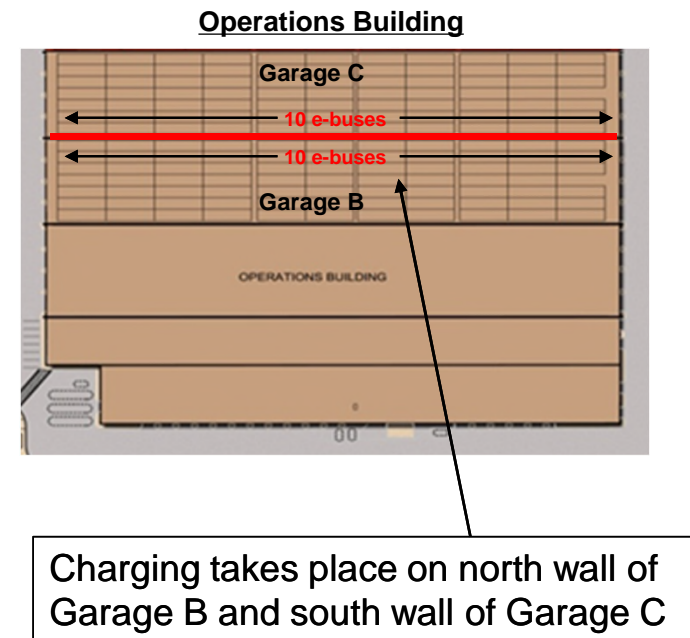
Scalable: Each dispenser is rated up to 350 kW so future expansion with additional PowerEngine cabinets can increase power levels.

Electric Bus Strategy – Phase 1

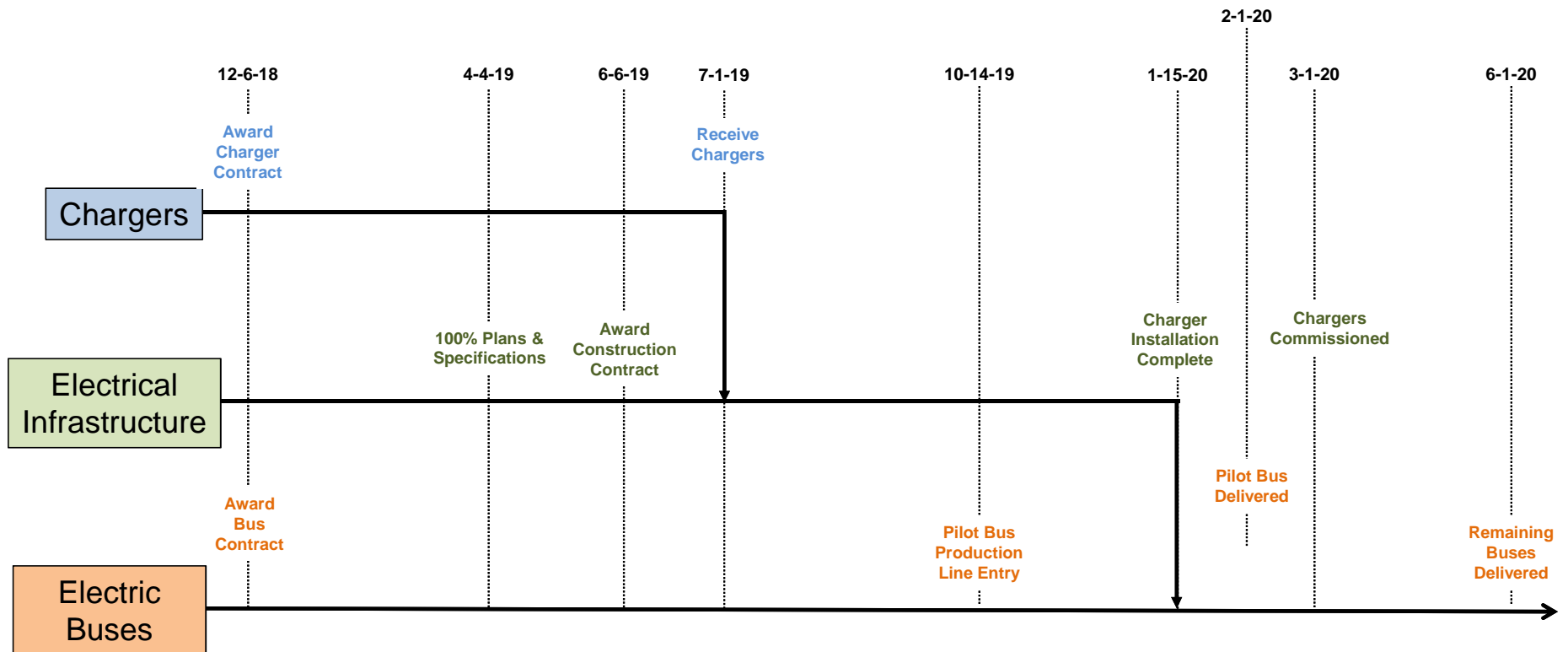
	<i>Phase 1</i>	
<i>Phasing Sequence</i>	Phase 1A	Phase 1B
<i>Battery Electric Buses entering service</i>	10	10
<i>Total Electric Buses</i>	10	20

Phase 1 – Keep it simple!!!

- **Phase 1A** – First 6 - 10 buses, extended range buses, dedicated charger connections
- Charger infrastructure and system modular and scalable
- Primary focus is on foundational elements of electric bus adoption by Operators and Technicians and operational processes.
- Learn, experiment, collect data to inform subsequent phases
- **Phase 1B** – Next 10 buses, possibly more if willing to have 1:X charger to bus ratio
- Develop backup charging strategy

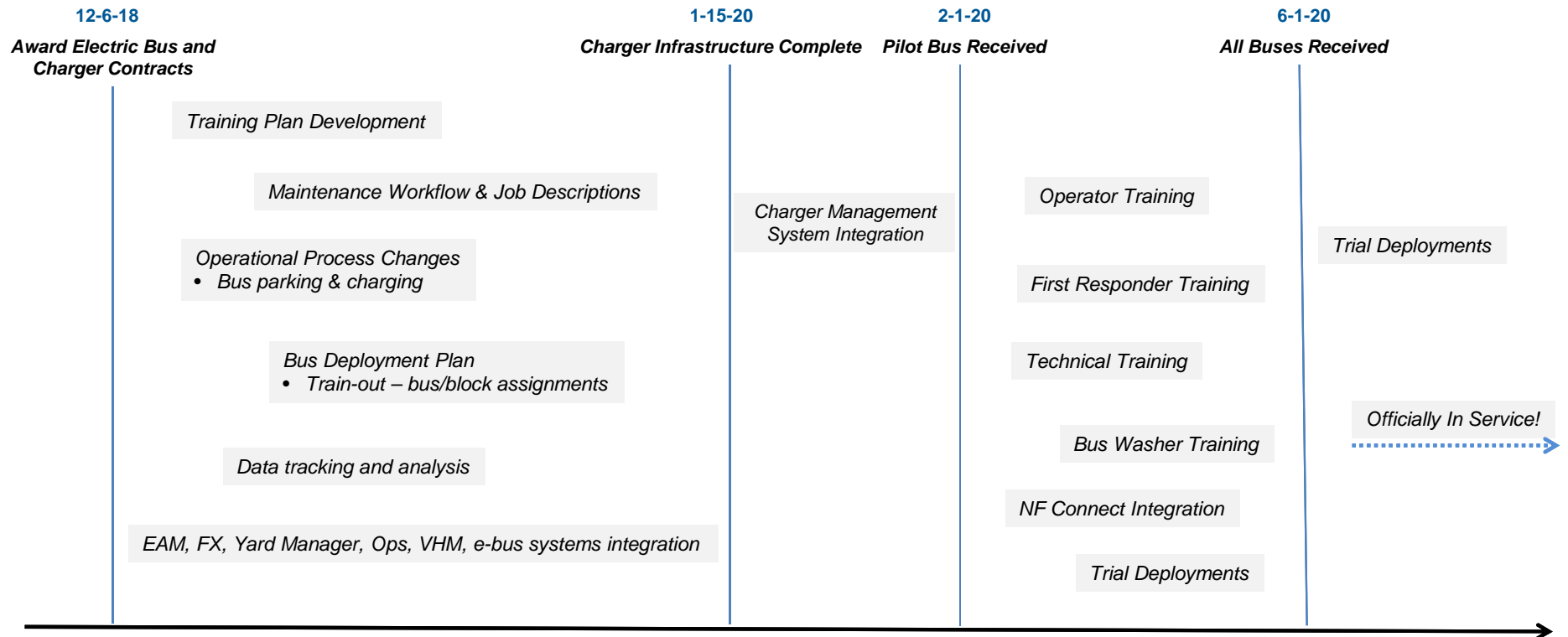


Buses, Chargers and Infrastructure Schedule

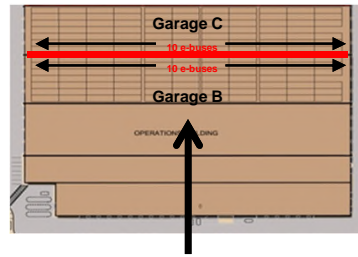




Phase 1A – Implementation Plan



Electric Bus Strategy - Phase 2



Garage D – Fleet Electrification Building



Phasing Sequence	Phase 1		Phase 2			
	Phase 1A	Phase 1B	Phase 2A	Phase 2B	Phase 2C	Phase 2D
Battery Electric Buses entering service	10	10	20	21	5	20
Total Electric Buses	10	20	40	61	66	86

Phase 2 Strategy

Will need Garage D to be designed for electric bus charging with dedicated electrical service

- May need to move to a 1 – X charger to bus charging model
- Additional charging strategies to be explored (on-route and on-campus opportunity charging) after Reimagine is launched

Summary

- **Two Competitive Grants Awarded to Fund**
- **Electric Buses**
 - Zero emissions
 - Lower ownership costs
 - Suitable for public transit
- **Anticipated arrival date of Electric bus fleet June 1, 2020.**



Chief Executive Officer Report

- TOPS Report
- Project Highlight
- Miscellaneous



RTS Seneca Employee Appreciation Dinner October 15, 2018





RTS Wyoming Employee Appreciation Dinner October 16, 2018





NYPTA Conference & Expo October 23-25, 2018





RTS Monroe & Access New Operator Graduation November 1, 2018



Customer Open House Events at the Transit Center November 1, 2018





RTS Monroe Employee Quarterly Meeting November 13, 2018





Miscellaneous- October 2018

- Spoke at NYS Economic Development Council Conference panel on the Benefits of Transit Oriented Development
- Narcan Training conducted by MC Health Director Mendoza and attended by County Executive Cheryl Dinolfo
- Met with Monroe County School Superintendents on Reimagine RTS
- Meeting in Albany with NYS Executive staff and Upstate Transit CEO's
- Reimagine update meetings with Mayor Warren and Anne Kress of MCC
- Testified at NYS Minority Assembly Task Force on Infrastructure and Transportation
- Presented at American Council of Engineering Companies on Reimagine RTS and Electric Buses
- Attended the Beechwood Neighborhood Meeting



Miscellaneous- November/December 2018

- Met with Bob Duffy, Greater Rochester Chamber of Commerce President, on Reimagine RTS
- SUNY Brockport Speaker Series Program
- Reimagine RTS Community Advisory Committee Meeting
- NYSAC Climate Resiliency Committee
- Reconnect Rochester Program
- Met with Monroe County Economic Development Director Jeff Adair
- Met with NYS Budget Director Robert Mujica
- Met with Staff for NYS Senate Democratic Leadership
- Meetings with members of our Federal Delegation
- APTA Industry Leadership Summit
- APTA Board of Directors Meeting
- Met with Empire State Development Regional Director, Vinnie Esposito
- GRCTF Board Meeting

Financial Report

Presented by: Scott Adair, CFO



RGRTA - Consolidated Budget Status Report - FY 2018-2019
As of 10/31/18 (In Thousands)

Financial Report

<u>Revenues</u>	<u>Amended Budget 2018-19</u>	<u>FYTD 10/31/2018</u>	<u>Projected 3/31/2019</u>	<u>Budget Variance</u>
Total Locally Generated	\$ 28,280	\$ 15,561	\$ 28,587	\$ 307
Total Government Subsidies	\$ 57,542	\$ 33,529	\$ 57,548	\$ 6
Mortgage Tax	\$ 11,001	\$ 6,889	\$ 11,001	\$ -
Grand Total Revenue	\$ 96,823	\$ 55,979	\$ 97,135	\$ 312
<u>Expenses</u>				
Personnel				
Salary & Wages	\$ 42,694	\$ 24,511	\$ 42,898	\$ (204)
Fringe Benefits	\$ 28,477	\$ 13,096	\$ 28,477	\$ -
Total Personnel	\$ 71,171	\$ 37,606	\$ 71,375	\$ (204)
Non-Personnel				
Services	\$ 7,948	\$ 3,758	\$ 7,948	\$ -
Fuel/Lubricants	\$ 5,035	\$ 3,191	\$ 5,035	\$ -
Parts	\$ 4,332	\$ 2,430	\$ 4,332	\$ -
Other	\$ 8,336	\$ 3,756	\$ 8,355	\$ (19)
Total Non-Personnel	\$ 25,652	\$ 13,135	\$ 25,671	\$ (19)
Grand Total Expenses	\$ 96,823	\$ 50,741	\$ 97,046	\$ (223)
Net Income/Deficit From Operations & Subsidies	\$ -	\$ 5,238	\$ 89	\$ 89



ROCHESTER
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BOARD OF COMMISSIONERS AGENDA ITEM COVER SHEET

Board Meeting Date:	December 6, 2018
Presenter:	Rusty Korth
Subject:	Awarding a Contract for the Purchase of 40' Heavy-Duty Battery Electric Transit Buses
Background:	<p>The Authority is seeking to contract for the purchase of 40' heavy duty battery electric transit buses for use in Monroe County.</p> <p>The Authority solicited electric bus manufacturers by issuing a Request for Proposals (RFP) and publicly advertising it in the <u>Rochester Business Journal</u> on May 4, 2018, the <u>New York State Contract Reporter</u> and <u>Transit Talent</u> on May 7, 2018, and the Minority Reporter on May 8, 2018.</p> <p>Twenty-four (24) RFP packages were requested and the following three (3) firms submitted proposals on August 9, 2018:</p> <p>BYD Coach and Bus, LLC (hereby referred to as "BYD") New Flyer of America, Inc. (hereby referred to as "New Flyer") Proterra, Inc. (hereby referred to as "Proterra")</p> <p>A technical evaluation and systematic scoring process was undertaken based on the following six (6) criteria categories:</p> <ul style="list-style-type: none">• Quality Assurance• Physical Attributes• Performance, Battery, and Range• Training and Tech Support• Delivery• Price

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	<p>After these criteria were evaluated, a preliminary Technical Proposal subtotal score was calculated. Next, the price proposals were reviewed and a preliminary score, factoring in both the technical evaluation and price was calculated for each of the proposals.</p> <p>The Authority invited all three proposers to come in for interviews and present their proposals. After all three were interviewed, the Authority narrowed down to two finalists, New Flyer and Proterra. Authority staff visited both firm's electric bus production facilities.</p> <p>Upon completion of the visits, the two finalists were asked to present their Best and Final Offers (BAFO) and production timelines. After these were received, the evaluation team considered the information presented and re-evaluated the proposals. The final scores are:</p> <ul style="list-style-type: none"> • BYD Coach and Bus, LLC: 70 • New Flyer of America: 87 • Proterra, Inc.: 84 <p>Based on the evaluation process and the resulting scores, we recommend the award of a five-year contract to New Flyer for the purchase of 40' heavy-duty, low-floor, electric-powered buses. Over the life of the contract, we anticipate orders totaling up to thirty (30) buses.</p> <p>The initial order that is being recommended at this time is for the purchase of up to 6 buses as well as special tools and training materials that will be required as part of the initial bus order.</p> <p>Future orders will be approved through the adoption of the Authority's Annual Program of Projects.</p>
Financial Impact:	<p>The aggregate price for the purchase of six (6) buses and associated tools and training materials is not to exceed \$5,483,693. In addition, we are including a contingency of \$106,625 for the total authorized amount to not exceed \$5,590,218.</p> <p>The initial six (6) buses will be funded through competitive grants that have been awarded to the Authority. These competitive grants are 80% Federal and a mix of 20% State and Local dollars.</p>

	In addition, the future financial impact of the remaining buses under contract has a maximum price adjustment of three percent (3%) per year limited to the actual increase of the Producer Price Index for Truck and Bus Bodies.
Recommendation:	That the Chief Executive Officer or his designee be granted authority to enter into an agreement with New Flyer for the purchase of six (6) 40' heavy-duty electric-powered transit buses for an amount not to exceed \$5,483,693. In addition, we recommend that the CEO be authorized to increase the value of this contract by up to \$106,625 for justified orders on contract. The total authorization for this contract is \$5,590,218.

Resolution: RGRTA 51-2018

AWARDING A CONTRACT FOR THE PURCHASE OF 40' HEAVY-DUTY BATTERY ELECTRIC TRANSIT BUSES

WHEREAS, the Rochester-Genesee Regional Transportation Authority (the "Authority") issued a Request for Proposals (RFP) on May 7, 2018, for the purchase of up to thirty (30) 40' heavy-duty, battery electric buses over a five year period; and

WHEREAS, the Authority publicly advertised for proposals in the Rochester Business Journal on May 4, 2018, the New York State Contract Reporter and Transit Talent on May 7, 2018, and the Minority Reporter on May 8, 2018.; and

WHEREAS, the Authority received three (3) proposals which complied with the requirements of the Authority's specifications; and

WHEREAS, the Authority undertook a thorough and comprehensive review of each of the proposals considering technical criteria and price and concluded that the proposal submitted by New Flyer of America, Inc. was the most favorable and was in the best interest of the Authority; and

WHEREAS, the Authority has determined that the price is fair and reasonable; and

WHEREAS, the Authority has determined that New Flyer of America, Inc. appears to be a responsible firm; and

WHEREAS, the Authority is required to conduct a Pre-Award Audit as defined by 49 CFR Part 663 to ensure Buy America compliance prior to executing a contract.

NOW, THEREFORE, BE IT RESOLVED that subject to successful completion of a Pre-Award Audit which confirms New Flyer of America Inc.'s compliance with 49 CFR Part 663, a contract be awarded to New Flyer of America, Inc. for up to thirty (30) battery electric buses; and

BE IT FURTHER RESOLVED that the Chief Executive Officer is authorized to place an initial order under such contract for six (6) forty-foot (40') heavy-duty, low-floor, electric-powered buses and associated tools and training equipment at a cost not to exceed \$5,483,692.87 for anticipated delivery in 2020; and

BE IT FURTHER RESOLVED that the Chief Executive Officer is authorized to increase the value of the initial order of six (6) buses by up to \$106,624.76 for justified orders on contract, which would increase the total authorization to not exceed \$5,590,218; and

BE IT FURTHER RESOLVED that the Board of Commissioners will approve future purchases under this contract through the adoption of the Program of Projects on an annual basis; and

BE IT FURTHER RESOLVED that the purchase price of future buses under this contract has a maximum price increase of three percent (3%) per year limited to the actual increase of the Producer Price Index for Truck and Bus Bodies; and

BE IT FURTHER RESOLVED that the purchase of six (6) buses is to be funded through Federal funds, State of New York funds and Authority funds; and

BE IT FURTHER RESOLVED that the Chief Executive Officer or his designee are hereby authorized, empowered and directed, for and on behalf of the Authority, to perform any and all actions and to execute any and all documents on behalf of the Authority as they may deem necessary, appropriate or advisable to carry out the intent and purposes of the foregoing resolutions.

CERTIFICATION

The undersigned hereby certifies that the above is an excerpt from the Minutes of a Quarterly Meeting of the Rochester-Genesee Regional Transportation Authority, which was held on December 6, 2018 and that the Resolution is still in full force and effect.

Geoffrey Astles, Chairman

Date: December 6, 2018
Rochester, New York



Resolution Awarding a Contract for the Purchase of 40' Heavy-Duty Battery Electric Transit Buses

RGRTA 51-2018

Presented by Rusty Korth, VP of Maintenance



Request for Proposal Process

- Since we received our CMAQ funding in May of 2017, we invested a significant amount of time researching the electric bus industry, developing our electric bus strategy and the electric bus technical specification.
- The RFP was issued on May 4, 2018 and the Authority publicly advertised for proposals in the New York State Contract Reporter, Transit Talent and Rochester Business Journal.
- Twenty-four (24) RFP packages were requested and three (3) firms submitted proposals on August 9, 2018:
 - BYD Coach and Bus, LLC
 - New Flyer of America
 - Proterra, Inc.



Evaluation and Scoring Process

- **A technical evaluation and systematic scoring process was followed based on 6 criteria categories:**
 - Quality Assurance
 - Physical Attributes
 - Performance, Battery and Range
 - Training and Technical Support
 - Delivery
 - Price
- **Technical proposals were evaluated and a preliminary technical score was calculated independent of price.**
- **Price proposals were then reviewed and a preliminary score based on all 6 criteria was calculated for each proposal.**
- **The Authority invited all three proposers to come in for interviews and present their proposals. As a result of the preliminary scoring the Authority narrowed down the proposers to two finalists: New Flyer of America and Proterra, Inc.**



Evaluation and Scoring Process

- **Members of the evaluation team including a Technician and Operator conducted a visit of each of the finalist's electric bus production facilities.**
- **Upon completion of the visits the two finalists were asked to submit their Best and Final Offers (BAFO) and production timeline.**
- **Based upon the visits and submitted BAFO's the evaluation team conducted a final evaluation resulting in the following scores:**
 - BYD Coach and Bus, LLC: 70
 - New Flyer of America: 87
 - Proterra, Inc.: 84

New Flyer Differentiators

- **Proven quality assurance and production process**
 - Have delivered 7,300 buses with electric propulsion (trolley, hybrid, fuel-cell and battery) [only one offering all 4]
 - Manufacturing/assembly capacity to handle future demand shifts [All NF facilities capable of manufacturing battery electric buses] – buses are designed to be propulsion-system agnostic
- **Training and technical support**
 - Vehicle Innovation Center available [free] for NF customers – a lot of focus on battery electric bus specific technology
 - Electric bus simulator
- **Battery Design**
 - USA-based battery manufacturer (XALT)
- **Leader in driving electric vehicle charging standards**

XALT  **Energy**





Recommendation

That the Chief Executive Officer or his designee be authorized to enter into a contract with New Flyer of America for the purchase of up to thirty (30) 40', low-floor, heavy-duty battery electric buses over a five (5) year period including an initial order of six (6) 40', low-floor, heavy-duty, battery electric buses and associated tools and training equipment and services at a cost not to exceed \$5,483,693 for anticipated delivery in 2020. Be it further resolved that the Chief Executive Officer or his designee be authorized to increase the value of the initial order of six (6) buses by up to \$106,625 for justified orders on contract for a total authorization of \$5,590,218.



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BOARD OF COMMISSIONERS AGENDA ITEM COVER SHEET

Board Meeting Date:	December 6, 2018
Presenter:	Rusty Korth
Subject:	Resolution Authorizing the Award of a Contract for the Purchase of Electric Bus Chargers
Background:	<p>In conjunction with RGRTA 58-2018, the Purchase of Electric Buses, the Authority will need to contract for the purchase of chargers for 40' heavy duty battery electric transit buses.</p> <p>The Authority issued a Request for Proposals (RFP) and publicly advertising it in the <u>Rochester Business Journal</u> on September 28, 2018 and the <u>New York State Contract Reporter</u> on October 1, 2018.</p> <p>Eighteen (18) RFP packages were requested and three (3) responsive proposals were received on October 31, 2018.</p> <p>Proposals were evaluated on the following four (4) criteria:</p> <ul style="list-style-type: none">• Experience of the Proposing Firm• Quality of Charging System Design & Performance• Training, Technical Support & Warranty• Price <p>After considering these criteria, the firms were scored as follows:</p> <ul style="list-style-type: none">• EV Connect, Inc.: 86• Proterra, Inc.: 75• Siemens Industry Inc.: 83 <p>EV Connect, Inc. submitted the proposal that is the most favorable and in the best interest of the Authority. The Authority also determined that EV Connect, Inc. appears to be a responsible firm and their pricing is fair and reasonable.</p> <p>The proposed charging product is modular and includes charging cabinets and dispensers. The topology will be 1 dispenser per electric bus and 2 dispensers per cabinet.</p> <p>EV Connect provides the charger management software system that facilitates smart charging and load balancing between the chargers. EV Connect is a re-seller of the charging equipment that is manufactured by BTC Power.</p>

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	<p>The Authority anticipates purchasing up to twenty (20) dispensers and ten (10) charging cabinets during the five year contract period. The initial order is for six (6) dispensers and three (3) charging cabinets to meet the needs of the Electric Buses contemplated in RGRTA 51-2018.</p>
Financial Impact:	<p>The aggregate price for the purchase of six (6) dispensers and three (3) charging cabinets and commissioning is \$126,900 per two dispensers and one charging cabinet. In addition, we are including a contingency of \$3,800 for the total authorized amount to not exceed \$384,500.</p> <p>The price per charger for future orders may be adjusted using Producer Price Index (WPU1413) for Truck and Bus Bodies published by the United States Department of Labor, Bureau of Labor Statistics.</p> <p>These purchases will be funded through the Authority's successful award of two competitive grants with eighty (80) percent federal and a mix of twenty (20) percent State and Authority funds.</p>
Recommendation:	<p>That the Chief Executive Officer or his designee be granted authority to enter into an agreement with EV Connect for the purchase of six (6) dispensers and three (3) charging cabinets for an amount not to exceed \$380,700.</p> <p>In addition, we recommend that the CEO be authorized to increase the value of this contract by up to \$3,800 for justified orders on contract. The total authorization for this purchase is \$384,500.</p> <p>Finally, we recommend that if New York State Settlement Funds become available to the Authority prior to the execution of the 2019-2020 Program of Projects then up to four (4) dispensers and two charging cabinets at the same pricing noted in the financial section can be purchased without further Board action.</p>

Resolution: RGRTA 52-2018

RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR THE PURCHASE OF ELECTRIC BUS CHARGERS

WHEREAS, the Authority is seeking to contract for the purchase of chargers for 40' heavy duty battery electric transit buses purchased by the Authority; and

WHEREAS, the Authority sought proposals by issuing a Request for Proposals (RFP) and publicly advertising it in the Rochester Business Journal on September 28, 2018 and the New York State Contract Reporter on October 1, 2018.; and

WHEREAS, eighteen (18) RFP packages were sent to interested firms and three (3) responsive proposals were received; and

WHEREAS, the Authority conducted a thorough evaluation of the proposals that were received and concluded that EV Connect, Inc. submitted a proposal that was responsive and was the most favorable based on the Authority's requirements and the selection criteria specified in the RFP; and

WHEREAS, the Authority determined that EV Connect, Inc. appears to be responsible firm and that the prices they offered are fair and reasonable; and

NOW, THEREFORE, BE IT RESOLVED, that the Chief Executive Officer or his designated representative is authorized to enter into a five (5) year contract with EV Connect, Inc. for the Purchase of up to twenty (20) dispensers and ten (10) charging cabinets; and

BE IT FURTHER RESOLVED, the initial order will be the purchase of six (6) dispensers and three (3) charging cabinets at a price not to exceed \$384,500; and

BE IT FURTHER RESOLVED, that the CEO be authorized to increase the value of this contract by up to \$3,800 for justified orders on contract for a total authorization for this purchase of \$384,500; and

BE IT FURTHER RESOLVED, that the CEO be authorized to order up to four (4) dispensers and two (2) charging cabinets at the same prices previously stated if and only if New York State Settlement Funds become available to the Authority prior to the authorization of the 2019-2020 Program of Projects; and

BE IT FURTHER RESOLVED, that future purchases under this contract shall be subject to a price increase limited to the Producer Price Index (WPU 1413) for Truck and Bus Bodies published by the United States Department of Labor, Bureau of Labor Statistics; and

BE IT FURTHER RESOLVED that the Chief Executive Officer or his designee are hereby authorized, empowered and directed, for and on behalf of the Authority, to perform any and all actions and to execute any and all documents on behalf of the Authority as they may deem necessary, appropriate or advisable to carry out the intent and purposes of the foregoing resolution.

CERTIFICATION

The undersigned hereby certifies that the above is an excerpt from the Minutes of a Quarterly Meeting of the Rochester-Genesee Regional Transportation Authority, which was held on December 6, 2018 and that the Resolution is still in full force and effect.

Geoffrey Astles, Chairman

Date: December 6, 2018
Rochester, New York



Resolution Authorizing the Award of a Contract for the Purchase of Electric Bus Chargers

RGRTA 52-2018

Presented by Rusty Korth, VP of Maintenance



Request for Proposal Process

- In conjunction with RGRTA 51-2018, the Purchase of Electric Buses, the Authority will need to contract for the purchase of chargers for 40' heavy duty battery electric buses.
- The Authority issued a Request for Proposals (RFP) and publicly advertised it in the Rochester Business Journal on September 28, 2018 and the New York State Contract Reporter on October 1, 2018.
- Eighteen (18) RFP packages were requested and three (3) firms submitted proposals on October 31, 2018:
 - EV Connect, Inc.
 - Proterra, Inc.
 - Siemens Industry, Inc.



Evaluation and Scoring Process

- **A technical evaluation and scoring process was followed based on 4 primary criteria:**
 - Experience of the Proposing Firm
 - Quality and Performance of the Charging System Design
 - Training, Technical Support and Warranty
 - Price
- **Technical proposals were evaluated and a preliminary technical score was calculated independent of price.**
- **Price proposals were then reviewed and a final score based on all 4 criteria was calculated for each proposal:**
 - EV Connect: 86
 - Proterra: 75
 - Siemens: 83
- **Note: EV Connect, Inc. provides charger management software and is a reseller of charger equipment manufactured by BTCPower.**



EV Connect Differentiators

- **EV Connect's charger management software platform**
 - Works with a variety of charger manufacturers
 - Supports “smart charging” across all installed chargers
- **BTCPower's charging equipment is scalable and modular**
 - Supports load balancing between 2 connected buses (up to 200 kW)
 - Flexible installation options
 - Allows future upgrades for increased charging power



Recommendation

That the Chief Executive Officer or his designee be authorized to enter into a contract with EV Connect, Inc. for the purchase of up to 10 charging cabinets and 20 dispensers over a five (5) year period including an initial order of up to three (3) charging cabinets and six (6) dispensers and associated training and commissioning services at a cost not to exceed \$380,700 for anticipated delivery in 2019.

In addition, we recommend that the CEO be authorized to increase the value of this contract by up to \$3,800 for justified orders on contract. The total authorization for this purchase is \$384,500.

Finally, we recommend that if the NYS Settlement Funds become available prior to the execution of the 2019-2020 Program of Projects then up to four (4) dispensers and two charger cabinets can be purchased at the same pricing noted in the financial section can be purchased without further Board approval.



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BOARD OF COMMISSIONERS AGENDA ITEM COVER SHEET

Board Meeting Date:	December 6, 2018
Presenter:	David Belaskas
Subject:	Resolution Authorizing the Award of Contracts for Design and Construction Administration Services for the RTS Connection Hubs Project
Background:	<p>The Authority desires to construct Connection Hubs as part of the Reimagine RTS project. Connection Hubs will be at key locations around the recommended fixed route system where customers may transfer between multiple RTS bus routes or connect to other modes of transportation to reach their destinations.</p> <p>The conceptual design of a Connection Hub includes parking areas, a drive lane for buses, bus shelters and bike racks.</p> <p>The Authority sought proposals by issuing a Request for Proposals (RFP) and publicly advertised it in the <u>Rochester Business Journal</u> and the <u>New York State Contract Reporter</u> on August 17, 2018 and the <u>Minority Reporter</u> on August 21, 2018.</p> <p>The services include the following:</p> <ul style="list-style-type: none">• Site Studies• Plans, Specifications and Cost Estimates• Shop Drawing and Permit Document Review• Bidding Phase Support Services• Construction Administration Services• Construction Inspection Services• Review Progress Payments and Change Orders• DBE Participation Tracking• Prepare and Implement Commissioning Plan• NYSOGS Code Compliance Documentation, including securing NYSOGS Construction Permit and NYSOGS Code Compliance Certification• Project Closeout

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	<p>Twenty-six (26) sets of the RFP package were distributed and five (5) proposals were received on or before the September 21, 2018 deadline.</p> <p>The following firms submitted proposals (scores noted):</p> <ul style="list-style-type: none"> • Bergmann Associates, PC, Rochester, NY (84) • Creighton Manning Engineering, LLP, Albany, NY (100) • LiRo Engineers, Inc., Rochester, NY (75) • Passero Associates, Inc., Rochester, NY (59) • Stantec Consulting Services, Inc., Rochester, NY (68) <p>Authority staff conducted a thorough evaluation of the proposals that were received and concluded that Creighton Manning Engineering, LLP and Bergmann Associates, PC submitted the strongest and most favorable responsive proposals for providing services for the RTS Connection Hubs Project based on their experience with similar transportation projects, and significant knowledge in transit planning, design and implementation.</p> <p>The Authority concluded that the pricing is fair and reasonable.</p>
Financial Impact:	<p>The cost of these services is to be funded in the following manner: 80% Federal, 10% State and 10% Local.</p> <p>Based on the timing of these projects we are awarding to the top two scoring firms.</p> <p>Creighton Manning Engineering, LLP contract will be for \$240,000 and the Bergmann Associates, PC contract will be for \$183,130. In addition, we would include a contingency of \$24,000 for a total authorized value of \$447,130.</p>
Recommendation:	<p>That the Chief Executive Officer or his designee be authorized to execute a contract with Creighton Manning Engineering, LLP and Bergmann Associates, PC for Design and Construction Administration Services associated with the RTS Connection Hubs Project.</p>

Resolution: RGRTA 53-2018

RESOLUTION AUTHORIZING THE AWARD OF CONTRACTS FOR DESIGN AND CONSTRUCTION ADMINISTRATION SERVICES FOR THE RTS CONNECTION HUBS PROJECT

WHEREAS, the Rochester Genesee Regional Transportation Authority (the "Authority") is seeking Design and Construction Administration Services for the RTS Connection Hubs Project in the Rochester, NY area; and

WHEREAS, the Authority sought proposals from firms by issuing a Request for Proposal (RFP) and publicly advertising for proposals in the Rochester Business Journal and the New York State Contract Reporter on August 17, 2018 and the Minority Reporter on August 21, 2018; and

WHEREAS, five (5) proposals were received on or before the September 21, 2018 deadline; and

WHEREAS, the services include Site Studies, Plans, Specifications and Cost Estimates, Shop Drawing and Permit Document Review, Bidding Phase Support Services, Construction Administration Services, Construction Inspection Services, Review Progress Payments and Change Orders, DBE Participation Tracking, Prepare and Implement Commissioning Plan, NYSOGS Code Compliance Documentation, including securing NYSOGS Construction Permit and NYSOGS Code Compliance Certification, and Project Closeout; and

WHEREAS, the Authority conducted a thorough evaluation of the proposals that were received and concluded that Creighton Manning Engineering, LLP and Bergmann Associates, PC submitted responsive proposals and their pricing is fair and reasonable; and

WHEREAS, the cost of these services are to be funded in the following manner: 80% Federal, 10% State and 10% RGRTA; and

WHEREAS, the cost for Creighton Manning Engineering, LLP services is \$240,000; and

WHEREAS, the cost for Bergmann Associates, PC services is \$183,130; and

WHEREAS, the Authority seeks an additional \$24,000 for justified orders on both contracts resulting in a total authorization of \$447,130; and

NOW, THEREFORE, BE IT RESOLVED, that the Chief Executive Officer or his designee is authorized to execute a contract with Creighton Manning Engineering, LLP for Design Services and Construction Administration Services for the RTS Connection Hubs Project in the amount not to exceed \$240,000; and

FURTHER, BE IT RESOLVED, that the Chief Executive Officer or his designee is authorized to execute a contract with Bergmann Associates, PC for Design Services and Construction Administration Services for the RTS Connection Hubs Project in the amount not to exceed \$183,130 and

BE IT FURTHER RESOLVED, the Chief Executive Officer or his designee is authorized to increase the value of the contracts by up to \$24,000 for justified orders on the contract resulting in the total authorization of \$447,130; and

BE IT FURTHER RESOLVED that the Chief Executive Officer or his designee are hereby authorized, empowered and directed, for and on behalf of the Authority, to perform any and all actions and to execute any and all documents on behalf of the Authority as they may deem necessary, appropriate or advisable to carry out the intent and purposes of the foregoing resolution.

CERTIFICATION

The undersigned hereby certifies that the above is an excerpt from the Minutes of a Quarterly Meeting of the Rochester-Genesee Regional Transportation Authority, which was held on December 6, 2018 and that the Resolution is still in full force and effect.

Geoffrey Astles, Chairman

Date: December 6, 2018
Rochester, New York



Resolution Authorizing the Award of a Contract for Design and Construction Administration Services for the RTS Connection Hubs Project

RGRTA 53-2018

Presented by David Belaskas, Director of Engineering & Facilities Maintenance

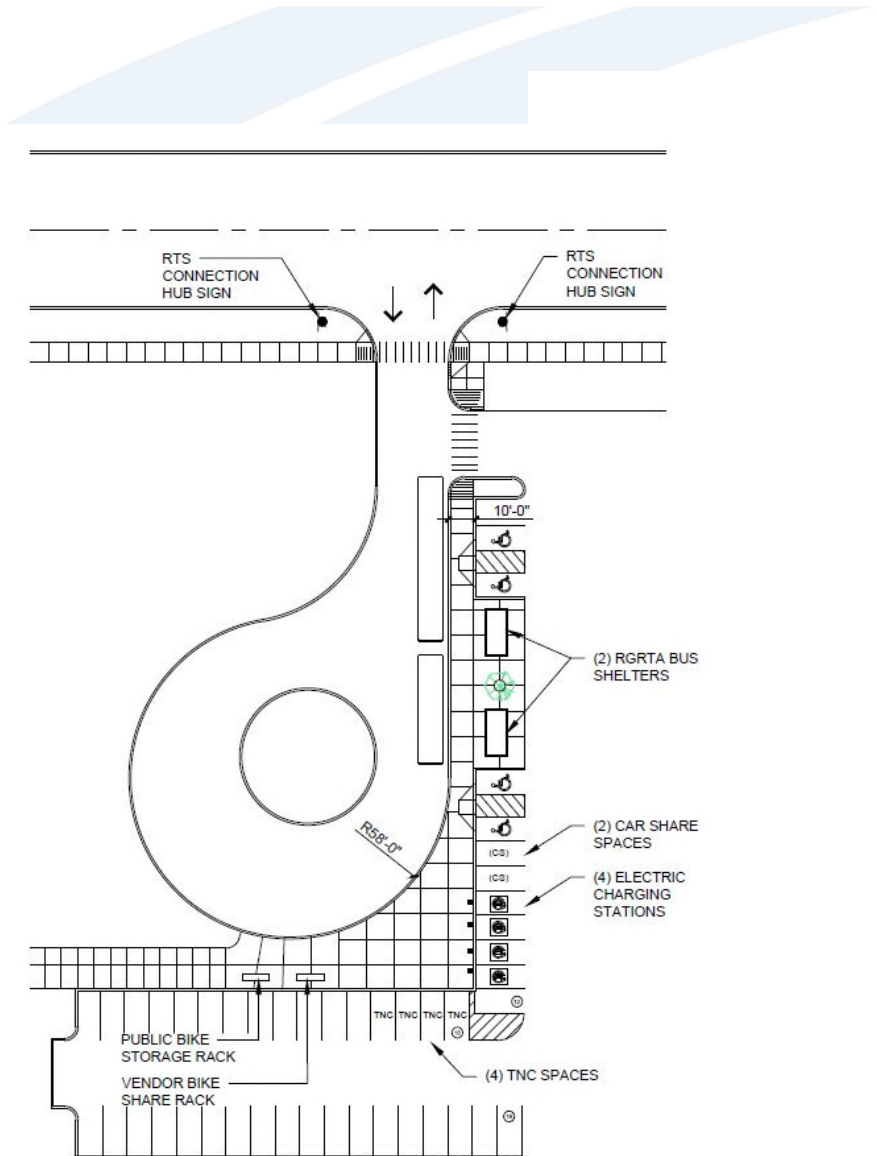


Introduction

- As part of Reimagine RTS Stage 1, TMD recommended the creation of Connection Hubs.
- Connection Hubs are envisioned as enhanced bus stops at key locations around the fixed-route network with bus shelters and additional amenities (i.e. bike racks and video monitors) that may also incorporate parking and drive lanes.
- The Authority seeks to engage architecture/engineering firms to design Connection Hubs and provide construction administration services during construction.



Sample Conceptual Design





RFP Process

- **RFP Released in August 2018 and advertised in:**
 - [New York State Contract Reporter](#), [Rochester Business Journal](#), and the [Minority Reporter](#)
- **Twenty-six (26) sets of RFP packages were distributed and five (5) proposals were received**
- **Evaluation Criteria:**
 - Experience of the Proposing Firm
 - Experience of the Team Assigned to the Project
 - Project Methodology and Approach



RFP Process

- **A thorough evaluation was conducted and the scores were as follows:**
 - Creighton Manning Engineering: 100
 - Bergmann Associates: 84
 - LiRo Engineers: 75
 - Stantec Consulting Services: 68
 - Passero Associates: 59



RFP Process

- **Creighton Manning Engineering and Bergmann Associates are the recommended awardees**
- **Decision based on**
 - Strength of the Project Teams
 - Strength of the Project Managers
 - Project Teams' experiences with similar projects with other Transit Agencies



Recommendation

That the Chief Executive Officer or his designee be granted authority to enter into agreements with Creighton Manning Engineering, LLP and Bergmann Associates, PC for Design and Construction Administration Services associated with the RTS Connection Hubs Project.



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BOARD OF COMMISSIONERS AGENDA ITEM COVER SHEET

Board Meeting Date:	December 6, 2018
Presenter:	Christian Mahood
Subject:	Resolution Authorizing the Award of a Sole Source Contract for Software Maintenance and Software Licenses for Trapeze Products
Background:	<p>Five years ago, the Authority sought to consolidate the maintenance contracts of all thirteen (13) Trapeze Products into a single contract with a Sole Source Provider. This single contract has proven to be a very effective way for the Authority to manage the maintenance and software licenses for our Trapeze Products.</p> <p>The Authority has determined that Trapeze continues to be the sole source supplier of the required maintenance and software licensing services due to the proprietary nature of the software and the unique knowledge and skills required to provide these services.</p> <p>The Authority seeks to continue to have Trapeze provide maintenance and software licensing for the thirteen (13) software products listed on Attachment A of the resolution.</p> <p>These products support a variety of critical functions at the Authority including:</p> <ul style="list-style-type: none">• Development of RTS Monroe fixed-route bus schedules• Development of bus operator work assignments• Logging and management of reservations for RTS Access customers• Dispatching and routing of RTS Access paratransit vehicles• Management of data on bus stop locations and on-street assets• Tracking, management and maintenance oversight of the Authority's assets, including the RTS and RTS Access bus fleets, non-revenue vehicles, fixed assets and support equipment• Customer access to RTS schedule information via the Authority's Customer Service telephone system

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	<p>The Authority has determined that it is in its best interest to forego a competitive solicitation for these services and, instead, enter into a sole source agreement for these services.</p> <p>Pursuant to Public Authorities Law, contracts awarded on a sole source basis and having a value in excess of \$1 million are required to be submitted to the New York State Office of the State Comptroller (OSC) for its review and approval. This contract is subject to OSC approval and will not be executed until OSC approves (it is required to be approved by the Board of Commissioners prior to submission to OSC).</p>
Financial Impact:	Total cost of the 5 year agreement is \$1,680,081, to be paid in accordance with the pricing schedule presented in Attachment "A" to the resolution. Funding for this contract will be provided for in future operating budgets of the Authority.
Recommendation:	That the Chief Executive Officer or his designee be authorized to enter into a 5 year contract with Trapeze Inc. for software maintenance for all Trapeze Inc. products in an amount not to exceed \$1,680,081. This contract is subject to review and approval by OSC prior to execution.

Resolution: RGRTA 54-2018

RESOLUTION AUTHORIZING THE AWARD OF A SOLE SOURCE CONTRACT FOR SOFTWARE MAINTENANCE AND SOFTWARE LICENSES FOR TRAPEZE PRODUCTS

WHEREAS, the Rochester Genesee Regional Transportation Authority (the "Authority") currently holds licenses for thirteen (13) software products from Trapeze, Inc.; and

WHEREAS, the Authority consolidated the maintenance contracts of all thirteen (13) products into a single maintenance contract. With the approval of the Board of Commissioners in Resolution 39 of 2014 and the subsequent approval of the New York State Comptroller, Trapeze, Inc. has been maintaining the software, providing periodic software updates and providing help desk support services; and

WHEREAS, the Authority desires to continue a multi-year agreement with Trapeze under which the Authority will pay a fixed annual fee for the ongoing maintenance service for all thirteen (13) products; and

WHEREAS, Trapeze, Inc. is the only entity with access to the necessary information to provide maintenance with respect to the software it has licensed to the Authority; and

WHEREAS, the Authority determined that Trapeze, Inc. appears to be responsible firms and that the prices they offered are fair and reasonable; and

WHEREAS, the services will be funded from the Authority's current and future operating budget; and

WHEREAS, pursuant to Public Authorities Law, contracts awarded on a sole source basis and having a value in excess of \$1 million shall be submitted to the New York State Office of the State Comptroller (OSC) for its review and approval.

NOW, THEREFORE, BE IT RESOLVED, that the Chief Executive Officer or his designee is authorized to enter into an agreement for software maintenance services covering all software products licensed from Trapeze, Inc. in an amount not to exceed \$1,680,081 and for a term ending on March 31, 2024, subject to the review and approval of OSC; and

BE IT FURTHER RESOLVED that annual payments to Trapeze, Inc. will be made in accordance with the pricing schedule attached hereto as Attachment A; and

BE IT FURTHER RESOLVED that the Chief Executive Officer or his designee are hereby authorized, empowered and directed, for and on behalf of the Authority, to perform any and all actions and to execute any and all documents on behalf of the Authority as they may deem necessary, appropriate or advisable to carry out the intent and purposes of the foregoing resolutions.

CERTIFICATION

The undersigned hereby certifies that the above is an excerpt from the Minutes of a Quarterly Meeting of the Rochester-Genesee Regional Transportation Authority, which was held on December 6, 2018 and that the Resolution is still in full force and effect.

Geoffrey Astles, Chairman

Date: December 6, 2018
Rochester, New York

Resolution: RGRTA 54-2018

RESOLUTION AUTHORIZING THE AWARD OF A SOLE SOURCE CONTRACT FOR SOFTWARE MAINTENANCE AND SOFTWARE LICENSES FOR TRAPEZE PRODUCTS

Attachment A

Product (User)	Term	Price
Pass (RTS Access)	April 1, 2019 - March 31, 2020	\$23,045
	April 1, 2020 - March 31, 2021	\$23,737
	April 1, 2021 - March 31, 2022	\$24,449
	April 1, 2022 - March 31, 2023	\$25,182
	April 1, 2023 - March 31, 2024	\$25,938
Info Server Pass IVR(cc/cb) (RTS Access)	April 1, 2019 - March 31, 2020	\$6,858
	April 1, 2020 - March 31, 2021	\$7,063
	April 1, 2021 - March 31, 2022	\$7,275
	April 1, 2022 - March 31, 2023	\$7,494
	April 1, 2023 - March 31, 2024	\$7,718
Pass Mon (RTS Access)	April 1, 2019 - March 31, 2020	\$13,360
	April 1, 2020 - March 31, 2021	\$13,761
	April 1, 2021 - March 31, 2022	\$14,174
	April 1, 2022 - March 31, 2023	\$14,599
	April 1, 2023 - March 31, 2024	\$15,037
FX (Scheduling)	April 1, 2019 - March 31, 2020	\$31,731
	April 1, 2020 - March 31, 2021	\$32,683
	April 1, 2021 - March 31, 2022	\$33,664
	April 1, 2022 - March 31, 2023	\$34,674
	April 1, 2023 - March 31, 2024	\$35,714
FX-Mon (Scheduling)	April 1, 2019 - March 31, 2020	\$13,184
	April 1, 2020 - March 31, 2021	\$13,580
	April 1, 2021 - March 31, 2022	\$13,987
	April 1, 2022 - March 31, 2023	\$14,407
	April 1, 2023 - March 31, 2024	\$14,839
Info Agent (Scheduling/Customer Service)	April 1, 2019 - March 31, 2020	\$26,534
	April 1, 2020 - March 31, 2021	\$27,330
	April 1, 2021 - March 31, 2022	\$28,150
	April 1, 2022 - March 31, 2023	\$28,994
	April 1, 2023 - March 31, 2024	\$29,864

Product	Term	Price
OPS (Dispatch)	April 1, 2019 - March 31, 2020	\$72,713
	April 1, 2020 - March 31, 2021	\$74,894
	April 1, 2021 - March 31, 2022	\$77,141
	April 1, 2022 - March 31, 2023	\$79,455
	April 1, 2023 - March 31, 2024	\$81,839
OPS Web (Dispatch)	April 1, 2019 - March 31, 2020	\$8,413
	April 1, 2020 - March 31, 2021	\$8,665
	April 1, 2021 - March 31, 2022	\$8,925
	April 1, 2022 - March 31, 2023	\$9,193
	April 1, 2023 - March 31, 2024	\$9,469
OPS SIT (Dispatch)	April 1, 2019 - March 31, 2020	\$4,084
	April 1, 2020 - March 31, 2021	\$4,206
	April 1, 2021 - March 31, 2022	\$4,333
	April 1, 2022 - March 31, 2023	\$4,463
	April 1, 2023 - March 31, 2024	\$4,597
OPS Mon (Dispatch)	April 1, 2019 - March 31, 2020	\$4,831
	April 1, 2020 - March 31, 2021	\$4,976
	April 1, 2021 - March 31, 2022	\$5,125
	April 1, 2022 - March 31, 2023	\$5,279
	April 1, 2023 - March 31, 2024	\$5,437
Blockbuster (Scheduling)	April 1, 2019 - March 31, 2020	\$17,267
	April 1, 2020 - March 31, 2021	\$17,785
	April 1, 2021 - March 31, 2022	\$18,318
	April 1, 2022 - March 31, 2023	\$18,868
	April 1, 2023 - March 31, 2024	\$19,434
Bus Stop Manager (Planning)	April 1, 2019 - March 31, 2020	\$11,391
	April 1, 2020 - March 31, 2021	\$11,732
	April 1, 2021 - March 31, 2022	\$12,084
	April 1, 2022 - March 31, 2023	\$12,447
	April 1, 2023 - March 31, 2024	\$12,820
Assetworks EAM-FA (Maintenance)	April 1, 2019 - March 31, 2020	\$83,041
	April 1, 2020 - March 31, 2021	\$85,532
	April 1, 2021 - March 31, 2022	\$88,098
	April 1, 2022 - March 31, 2023	\$90,741
	April 1, 2023 - March 31, 2024	\$93,463



Resolution Authorizing the Award of a Sole Source Contract for Software Maintenance and Software Licenses for Trapeze Products

RGRTA 54-2018

Presented by Christian Mahood, Director of Information Technology



Trapeze Software

- **Trapeze Software Group**
 - Provider of transportation software solutions
 - Different modules for different operational needs
- **RGRTA's first installation of Trapeze software (Trapeze Pass) was in 1998. Since then we have added another 12 Trapeze products (all listed on Attachment A of the Resolution).**



Maintenance Contract

- **Trapeze's Software Maintenance Provides:**
 - Continuous releases with fixes
 - Annual upgrades with enhancements
 - Customer Support
- **Contract Terms:**
 - Total 5 year contract, ending March 31, 2024
 - Total contract valued at \$1,680,081
- **Sole Source contracts in excess of \$1 million are required to be approved prior to final execution by the New York State Office of the State Comptroller.**



Recommendation

That the Chief Executive Officer or his designee be authorized to enter into a 5 year contract with Trapeze Inc. for software maintenance for all Trapeze Inc. products in an amount not to exceed \$1,680,081. This contract is subject to review and approval by OSC prior to execution.



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BOARD OF COMMISSIONERS AGENDA ITEM COVER SHEET

Board Meeting Date:	December 6, 2018
Presenter:	David Belaskas
Subject:	Resolution Authorizing the Award of a Contract for Building Management System Upgrades
Background:	<p>The Authority seeks to upgrade its existing heating, ventilation and air conditioning controls (HVAC) and software to support its operations Authority-wide. This upgrade will provide the backbone for future HVAC control enhancements.</p> <p>The New York State Office of General Services (NYSOGS) conducted an independent competitive procurement for HVAC controls equipment, design services and installation labor and awarded a contract to Johnson Controls, Inc. The Authority proposes utilizing this contract for the HVAC control enhancements. This equipment, design services and labor meet the Authority's requirements and specifications and is available on NYSOGS contract # PT63103.</p> <p>The cost of services is based upon unit pricing contained in the NYSOGS contract # PT63103.</p> <p>The agreement with Johnson Controls, Inc. will be from the date of contract execution through project completion.</p>
Financial Impact:	<p>The maximum contract value shall not exceed \$135,487. Further, the CEO or his designee is authorized to increase the value of the contract by up to \$13,549, for justified orders on contract, resulting in a total authorized amount of \$149,036. This project will be funded in the following manner: 80% Federal, 10% State and 10% RGRTA.</p>
Recommendation:	<p>That the Chief Executive Officer or his designee be authorized to execute a contract with Johnson Controls, Inc. for Building Management System Upgrades.</p>

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Resolution: RGRTA 55-2018

RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR BUILDING MANAGEMENT SYSTEM UPGRADES

WHEREAS, the Rochester Genesee Regional Transportation Authority (the "Authority") seeks to upgrade its building management system; and

WHEREAS, the New York State Office of General Services has conducted an independent competitive procurement and awarded a contract for HVAC controls equipment, design services and installation labor to Johnson Controls, Inc. under Contract #PT63103; and

WHEREAS, the Authority is eligible to participate in the New York State Office of General Services Contract # PT63103; and

WHEREAS, the Authority has determined that Johnson Controls, Inc. is able to supply the services that meet the Authority's technical requirements and it has determined that Johnson Controls, Inc. appears to be a responsible contractor; and

WHEREAS, the Authority desires to enter into an agreement with Johnson Controls, Inc. for building management system upgrades; and

WHEREAS, the total expenditures are projected to be \$135,487 based on the unit prices in the contract; and

WHEREAS, the project shall be funded through funds from the Authority's capital budget; and

WHEREAS, the project shall be funded in the following manner: Federal (80%), State (10%) and RGRTA (10%); and

NOW, THEREFORE, BE IT RESOLVED, that the Chief Executive Officer or his designee is authorized to enter into a contract with Johnson Controls, Inc. for an amount not to exceed \$135,487; and

BE IT FURTHER RESOLVED, the Chief Executive Officer, or his designee, is authorized to increase the value of the contract by an amount not to exceed \$13,549 for justified orders on the contract with the total authorized amount to be \$149,036; and

BE IT FURTHER RESOLVED that the Chief Executive Officer or his designee, are hereby authorized, empowered and directed, for and on behalf of the Authority, to perform any and all actions and to execute any and all documents on behalf of the Authority as they may deem necessary, appropriate or advisable to carry out the intent and purposes of the foregoing resolution.

CERTIFICATION

The undersigned hereby certifies that the above is an excerpt from the Minutes of a Quarterly Meeting of the Rochester-Genesee Regional Transportation Authority, which was held on December 6, 2018 and that the Resolution is still in full force and effect.

Geoffrey Astles, Chairman

Date: December 6, 2018
Rochester, New York



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BOARD OF COMMISSIONERS AGENDA ITEM COVER SHEET

Board Meeting Date:	December 6, 2018
Presenter:	Christian Mahood
Subject:	Resolution Authorizing the Award of a Contract for Interactive Voice Response (IVR) System Software Maintenance & Support Services
Background:	<p>The Authority seeks to engage an outside contractor to provide Software Maintenance and Support Services for its Interactive Voice Response (IVR) System. The software was purchased in 2013 to integrate with the Authority's existing Cisco Call Manager, which supports the needs of RTS Monroe and RTS Access Customer Service Centers.</p> <p>The Authority sought bids by issuing an Invitation for Bid (IFB) and publicly advertising it in the <u>New York State Contract Reporter</u> on October 22, 2018 and in the <u>Rochester Business Journal</u> on October 26, 2018.</p> <p>Twelve (12) IFB packages were requested and one (1) bid was received on November 13, 2018 from Computer Instruments, Inc.</p> <p>The pricing submitted by Computer Instruments, Inc. was fair, reasonable, and in line with the cost incurred for this service historically. The Authority determined that Computer Instruments, Inc. appears to be a responsible firm.</p>
Financial Impact:	<p>The cost for the five (5) year term of the contract is an amount not to exceed \$212,450.</p> <p>The cost of these services are included the Authority's current operating budget and will be included in future operating budgets.</p>

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Recommendation:

That the CEO or his designee be granted authority to execute a contract with Computer Instruments, Inc. for system software maintenance and support services for a five (5) year term.

Resolution: RGRTA 56-2018

RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR INTERACTIVE VOICE RESPONSE (IVR) SYSTEM SOFTWARE MAINTENANCE & SUPPORT SERVICES

WHEREAS, the Rochester Genesee Regional Transportation Authority (the "Authority") desires to engage a professional software maintenance and support firm for its Interactive Voice Response (IVR) system to support the needs of RGRTA's Customer Service Center; and

WHEREAS, the Authority sought bids by issuing an Invitation for Bid (IFB) and publicly advertising it in the New York State Contract Reporter on October 22, 2018 and in the Rochester Business Journal on October 26, 2018; and

WHEREAS, twelve (12) IFB packages were sent to interested firms and one (1) responsive bid was received; and

WHEREAS, the Authority determined that Computer Instruments, Inc. appears to be a responsible firm and that the price they offered is fair and reasonable; and

WHEREAS, the cost of these services are included the Authority's current operating budget and will be included in future operating budgets; and

NOW, THEREFORE, BE IT RESOLVED, that the Chief Executive Officer or his designated representative is authorized to enter into a five (5) year contract with Computer Instruments, Inc. for IVR maintenance and support services in an amount not to exceed \$212,450; and

BE IT FURTHER RESOLVED that the Chief Executive Officer or his designee are hereby authorized, empowered and directed, for and on behalf of the Authority, to perform any and all actions and to execute any and all documents on behalf of the Authority as they may deem necessary, appropriate or advisable to carry out the intent and purposes of the foregoing resolutions.

CERTIFICATION

The undersigned hereby certifies that the above is an excerpt from the Minutes of a Quarterly Meeting of the Rochester-Genesee Regional Transportation Authority, which was held on December 6, 2018 and that the Resolution is still in full force and effect.

Geoffrey Astles, Chairman

Date: December 6, 2018
Rochester, New York



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BOARD OF COMMISSIONERS AGENDA ITEM COVER SHEET

Board Meeting Date:	December 6, 2018
Presenter:	Scott Adair
Subject:	Resolution Authorizing the Purchase of 87 Octane Gasoline
Background:	<p>The Authority currently purchases 87 Octane Gasoline to support its operations of RTS Access and RTS non-revenue vehicles. The purchase of 87 Octane Gasoline is done through the New York State Office of General Services ("NYSOGS") contract, which is set to expire on December 18, 2018.</p> <p>NYSOGS is in the process of conducting a competitive procurement and is expected to award a contract for each of the State's 62 counties on December 11, 2018.</p> <p>The Authority desires to continue utilizing this NYSOGS contract to purchase 87 Octane gasoline from the firm awarded the contract in Monroe County.</p> <p>The term of the contract will be two (2) years with three (3) one-year renewal options and the Authority desires to utilize this contract for the initial term and the applicable options if executed by NYSOGS.</p>
Financial Impact:	<p>The Authority is projected to spend approximately \$1.6 million in this fiscal year on 87 Octane gasoline under the NYSOGS contract.</p> <p>The funding for this contract is provided for in the Authority's current operating budget and will be in subsequent years operating budgets.</p>
Recommendation:	That the CEO or his designee be granted authority to purchase 87 Octane Gasoline from the firm awarded a contract to provide gasoline in Monroe County by the NYSOGS for the duration of the NYSOGS Contract.

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Resolution: RGRTA 57-2018

RESOLUTION AUTHORIZING THE PURCHASE OF 87 OCTANE GASOLINE

WHEREAS, the Authority desires to purchase 87 Octane Gasoline to support its operations of RTS Access and RTS non-revenue vehicles; and

WHEREAS, the Authority purchases 87 Octane Gasoline through the New York State Office of General Services ("NYSOGS") contract, which is set to expire on December 18, 2018; and

WHEREAS, NYSOGS is in the process of conducting a competitive procurement and is expected to award a contract for each of the State's 62 counties on December 11, 2018; and

WHEREAS, the Authority desires to continue utilizing this NYSOGS contract and purchase 87 Octane gasoline from the firm awarded the contract in Monroe County; and

WHEREAS, the term of the contract will be two (2) years with three (3) one-year renewal options; and

WHEREAS, the Authority desires to continue utilizing this NYSOGS contract and purchase 87 Octane gasoline for the entirety of the contract, including the applicable options if executed by NYS OGS.

NOW, THEREFORE, BE IT RESOLVED, that the Chief Executive Officer or his designee be granted authority to purchase 87 Octane Gasoline from the firm awarded the NYSOGS contract in Monroe County; and

BE IT FURTHER RESOLVED that the Chief Executive Officer or his designee are hereby authorized, empowered and directed, for and on behalf of the Authority, to perform any and all actions and to execute any and all documents on behalf of the Authority as they may deem necessary, appropriate or advisable to carry out the intent and purposes of the foregoing resolutions.

CERTIFICATION

The undersigned hereby certifies that the above is an excerpt from the Minutes of a Quarterly Meeting of the Rochester-Genesee Regional Transportation Authority, which was held on December 6, 2018 and that the Resolution is still in full force and effect.

Geoffrey Astles, Chairman

Date: December 6, 2018
Rochester, New York



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**BOARD OF COMMISSIONERS
AGENDA ITEM COVER SHEET**

Board Meeting Date:	December 6, 2018
Presenter:	Scott Adair
Subject:	Resolution Authorizing the Disposal of Buses and Other Assets
Background:	<p>The Authority periodically retires buses and other assets after they reach the end of their anticipated service life, become obsolete, or are no longer suitable or necessary for the provision of public transportation services by the Authority.</p> <p>The Authority has determined that the items included in Attachment A have reached the end of their service life and are eligible for disposal.</p>
Financial Impact:	The Authority expects minimal revenue from the sale of the buses and other assets. Any remaining assets after sale will be scrapped or recycled.
Recommendation:	That the Chief Executive Officer or his designee be granted authority to dispose of items listed in Attachment A to the resolution in accordance with the Authority's Surplus Property Disposition Policy and Procedures.

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Resolution: RGRTA 58-2018

RESOLUTION AUTHORIZING THE DISPOSAL OF BUSES AND OTHER ASSETS

WHEREAS, the Rochester Genesee Regional Transportation Authority (the "Authority") periodically retires buses and other assets after they reach the end of their anticipated service life, become obsolete, or are no longer suitable or necessary for the provision of public transportation services by the Authority; and

WHEREAS, the Authority has determined that the items included in Attachment A have reached the end of their service life and are eligible for disposal.

NOW, THEREFORE, BE IT RESOLVED, that the buses, non-revenue vehicles and other assets listed in Attachment A are declared to be surplus and shall therefore be disposed of in accordance with the Authority's Surplus Property Disposition Policy and Procedures; and

BE IT FURTHER RESOLVED that the Chief Executive Officer or his designee is hereby authorized, empowered, and directed, for and on behalf of the Authority, to perform any and all actions and to execute any and all documents on behalf of the Authority as may be deemed necessary, appropriate or advisable to carry out the intent and purposes of the foregoing resolution.

CERTIFICATION

The undersigned hereby certifies that the above is an excerpt from the Minutes of a Quarterly Meeting of the Rochester Genesee Regional Transportation Authority, which was held on December 6, 2018 and that the Resolution is still in full force and effect.

Geoffrey Astles, Chairman

Date: December 6, 2018
Rochester, New York

ATTACHMENT A

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<u>Bus#</u>	<u>Manufacturer</u>	<u>Vin#</u>
RTS-Access 9101	2012 Ford	1FDEE3FL38DB21218
RTS-Access 9102	2012 Ford	1FDEE3FL5BDB21219
RTS-Access 9103	2012 Ford	1FDEE3FL1BDB21220
RTS-Access 9104	2012 Ford	1FDEE3FL3BDB21221
RTS-Access 9105	2012 Ford	1FDEE3FL5BDB21222
RTS-Wayne 9107	2012 Ford	1FDFE4FS5CDA26789
RTS-Wayne 9108	2012 Ford	1FDFE4FS1CDA26790
RTS-Wayne 9109	2012 Ford	1FDFE4FS3CDA26791
RTS-Ontario 9210	2012 Ford	1FDFE4FS8CDA67398
RTS-Access 9309	2013 Ford	1FDEE3FL3DDA36951
RTS-Access 9900	2010 Ford	1FDEE35P49DA69063
RTS-Access 9906	2010 Ford	1FDEE35PX9DA80892
RTS-Access 9916	2010 Ford	1FDEE35P99DA80902
RTS-Seneca 9926	2010 Ford	1FDFE45PX9DA29662
RTS-Genesee 9932	2010 Ford	1FDFE45P59DA24806
RTS-Livingston 9940	2010 Ford	1FDFE45P29DA29672
RTS-Wayne 9948	2010 Ford	1FDFE45P19DA29680
RTS-Seneca 9949	2009 Ford	1FDFE45P39DA29681
RTS-Genesee 9950	2010 Ford	1FDFE45P59DA29682
RTS-Genesee 9955	2009 Ford	1FDFE45P79DA88250
RTS-Monroe 723	2005 Gillig	15GGD291251076355
RTS-Monroe 727	2005 Gillig	15GGD291X51076359
RTS-Monroe 730	2005 Gillig	15GGD291X51076362
RTS-Monroe 733	2005 Gillig	15GGD291361076365
RTS-Monroe 735	2005 Gillig	15GGD291761076367
RTS-Monroe 736	2005 Gillig	15GGD291961076368
RTS-Monroe 737	2005 Gillig	15GGD291361076379
RTS-Monroe 738	2005 Gillig	15GGD291X61076380
RTS-Monroe 817	2005 Gillig	15GGD291141074451
Item	Make	Serial
Platform lift	Ammco 1985	0329264-04-326

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Item	Make	Serial #
Monitor	Hewlett-Packard	3CQ04812DB
Monitor	Hewlett-Packard	CNC93906K9
Monitor	Hewlett-Packard	CNK907145C
Monitor	Hewlett-Packard	CNC7041K8P
Monitor	Hewlett-Packard	3CQ113N1HQ
Monitor	Hewlett-Packard	3CQ113N1XJ
Monitor	Hewlett-Packard	CNK82701Y7
Monitor	Hewlett-Packard	3CQ113N1X6
Monitor	Hewlett-Packard	3CQ9223NXR
Laptop Computer	General Dynamics	ZZGEG8343ZZ9156
Laptop Computer	General Dynamics	ZZSJC0339ZZ0056
Monitor	Hewlett-Packard	CNK9071519
Monitor	Hewlett-Packard	3CQ8523V6T
Monitor	Hewlett-Packard	3CQ9223NRQ
Printer	Epson	S52P151759
SFP	Cisco	FNS11140EN4
Printer	Hewlett-Packard	CNBK538139
Laptop Computer	General Dynamics	ZZSJC0339ZZ0055
Laptop Computer	General Dynamics	ZZGEG8343ZZ9155
Monitor	Hewlett-Packard	3CQ2209HWL
Monitor	Hewlett-Packard	3CQ8523V6T
Monitor	Hewlett-Packard	CN402211SX
Television	Samsung	Z4MM3CBFA00515M
Television	Samsung	Z4MM3CBFA00113F
Desktop	Hewlett-Packard	2UA32213Y2
Desktop	Hewlett-Packard	2UA32213XX
Desktop	Hewlett-Packard	2UA32213Y5
Desktop	Hewlett-Packard	2UA32213XL
Desktop	Hewlett-Packard	2UA32213XZ
Desktop	Hewlett-Packard	2UA32213XP
Desktop	Hewlett-Packard	2UA32213XN
Desktop	Hewlett-Packard	MXL9280NR1
Desktop	Hewlett-Packard	2UA32213Y7
Desktop	Hewlett-Packard	2UA32213Y3
Server	Hewlett-Packard	USE012YTLW
Server	Hewlett-Packard	USE012YTLX
Server	Hewlett-Packard	USE1066SB9
Server	Hewlett-Packard	USE842FXT5
Server	Hewlett-Packard	USE1179N4P
Desktop	Compaq	U247LB4ZB173
Desktop	Hewlett-Packard	MXD3490K9L
Desktop	Hewlett-Packard	2UA6480PMF
DVD Player	Astar	512004694

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Item	Make	Serial #
VCR Player	Toshiba	19513969
Amplifier	TOA Corportation	8791203
Subwoofer	Logitech	S-0118A
Laptop Computer	Panasonic	3BTSA59582
Monitor	Hewlett-Packard	CNT82820H7
Monitor	Hewlett-Packard	CNG82402H9
Monitor	Hewlett-Packard	CNG82402H6
Monitor	Hewlett-Packard	CNG82402HN
Monitor	Hewlett-Packard	CNG82402H8
Monitor	Hewlett-Packard	CNK8280HP8
Monitor	Hewlett-Packard	CNP422V0R3
Monitor	Hewlett-Packard	CNP406Q2QC
Monitor	Hewlett-Packard	CND6300F9P
Projector	InFocus	7KN22890146
Projector	InFocus	APRC524A2016
Laptop Computer	Panasonic	5ETSA017435
Laptop Computer	Panasonic	3BTSA59486
Laptop Computer	Panasonic	3BTSA59477
Laptop Computer	Ittronix Corp	ZZSJC2018ZZ0013
Laptop Computer	Hewlett-Packard	5CG5050M5Q
Laptop Computer	Hewlett-Packard	CNU322BCLT
Laptop Computer	Hewlett-Packard	CNU1344CZV
Laptop Computer	Hewlett-Packard	CNU322BCFZ
Laptop Computer	Hewlett-Packard	CNU322BCLL
Desktop	Hewlett-Packard	2UA1091DCT
Desktop	Hewlett-Packard	2UA32213XY
Desktop	Hewlett-Packard	2UA32213Y0
Desktop	Hewlett-Packard	2UA32213XR
Desktop	Hewlett-Packard	2UA7410Z98
Desktop	Hewlett-Packard	MXQ23307QG
Printer	Hewlett-Packard	CNGXD97596
Laptop Computer	Hewlett-Packard	CNU322BCKN
Laptop Computer	Hewlett-Packard	CNU322BCGQ
Laptop Computer	Hewlett-Packard	CNU322BCGH
Laptop Computer	Hewlett-Packard	CNU322BCJH
Laptop Computer	Hewlett-Packard	CNU322BCKH
Laptop Computer	Hewlett-Packard	CNU322BCK0
UPS	TripLite	2130CY0SM785501028
Desktop	Hewlett-Packard	2UA83302YX
Switch	Cisco Systems, Inc.	FTX15040DY6
Monitor	Hewlett-Packard	3CQ42020S1
Monitor	Hewlett-Packard	3CQ42022N6
Monitor	Hewlett-Packard	3CQ42022NL

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Item	Make	Serial #
Monitor	Hewlett-Packard	3CQ42022NM
Blade Center	Hewlett-Packard	USE829D988
SAN	Hewlett-Packard	USE2384482