

**MINUTES OF THE QUARTERLY MEETING OF THE  
BOARD OF COMMISSIONERS OF  
ROCHESTER-GENESEE REGIONAL TRANSPORTATION AUTHORITY  
AND ITS SUBSIDIARIES  
February 13, 2020**

**A. Roll Call and Determination of Quorum**

The meeting was called to order at 8:31am by Chairman Donald Jeffries who determined that a quorum was present.

**Present on Roll Call:**

➤ County of Monroe	Don Jeffries	=	15 votes
➤ City of Rochester	William Ansbro	=	2 votes
➤ City of Rochester	Jerdine Johnson	=	2 votes
➤ City of Rochester	William McDonald	=	2 votes
➤ County of Ontario	Geoff Astles	=	3 votes
➤ County of Orleans	James R. Bensley	=	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>

<b>Total Votes Possible</b>	<b>30</b>
<b>Total Votes Present</b>	<b>26</b>
<b>Votes Needed for Quorum</b>	<b>16</b>

**Others Present:**

Scott Adair, Chief Financial Officer  
 Jason Barnett, Manager of Technical Systems Support  
 David Belaskas, Director of Engineering & Facilities Management  
 Julie Boasi, Director of Service Planning  
 Ken Boasi, Director of Regional Operations  
 Tom Brede, Public Information Officer  
 Mike Burns, Director of Accounting Services  
 Bill Carpenter, Chief Executive Officer  
 David Cook, Purchasing Manager  
 Jay Corey, Director of Management Systems & Quality  
 Daniel DeLaus, Chief Legal Counsel  
 Chris Dobson, VP of Transportation Services  
 Lea Goodness, Director of Scheduling  
 Amy Gould, Chief People Officer  
 Krystal Hall, Director of People Performance & Development  
 Laura Kenyon, Director of Communications & Customer Engagement  
 Rusty Korth, VP of Maintenance

Chris Mahood, Director of Information Technology  
Jamie Mott, Director of Paratransit Services  
Earl Pearson, Mobility Services Manager  
Aracelis Perez-Diaz, Customer Relationship Marketing Specialist  
Kelly Schmidt, Executive Assistant to the CEO  
Matthew Shaw, Director of Fleet Maintenance  
Janet Snyder, Labor Relations Director  
Lucille St. George, Procurement Administrator  
Miguel Velazquez, Chief Operating Officer  
Bob Wray, Manager of Service Quality

**B. Adoption of the Agenda**

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

Chairman Jeffries added that he would like to add an Executive Session to the agenda to discuss a personnel matter.

**C. Approval of Minutes**

On motion of Commissioner Astles, seconded by Commissioner McDonald, the following minutes were unanimously approved.

- RGRТА Quarterly Board Meeting Minutes of November 7, 2019
- RGRТА Compensation Committee Meeting Minutes of November 8, 2019
- RGRТА Compensation Committee Meeting Minutes of January 9, 2020
- RGRТА Audit Committee Meeting Minutes of January 9, 2020

**D. CEO Report**

Bill Carpenter, Chief Executive Officer, presented the monthly CEO Report including presentations from Mike Burns, Director of Accounting Services on the TOPS Report and Miguel Velazquez, Chief Operating Officer, Rusty Korth, VP of Maintenance, Julie Boasi, Director of Service Planning, Krystle Hall, Director of People Performance and Development, Chris Mahood, Director of Information Technology, Dave Belaskas, Director of Engineering and Facilities Management, Lea Goodness, Director of Scheduling, Chris Dobson, VP of Transportation Services, Jamie Mott, Director of Paratransit Services, and Tom Brede, Public Information Officer on Reimagine RTS Update. The power point presentations are attached to these Minutes.

Questions/Comments regarding the presentation on the TOPS Report:

- Commissioner Ansbro asked what the time frame is for making hold time adjustments at RTS Access. Miguel Velazquez, Chief Operating Officer, responded we are making those changes now and checking them every day. We are currently going through these pain points but we are working on those every day.
- Commissioner McDonald asked if we know what the percentage is of those who are choice riders. Bill Carpenter, Chief Executive Officer, responded that he will follow up in his next CEO report to the board with that information.

Questions/Comments regarding the presentation on Reimagine RTS Update:

- Commissioner Kosmerl asked what type of simulated testing have we done for both of the information technology applications. Chris Mahood, Director of Information Technology, stated that we have taken delivery of the mobility as a service (MaaS) application and we have loaded up vehicles beyond their capacity to see how the system handles it and disburses rides. We have been testing the mobile ticketing application since August 2019. Leveraging our vendor's experience. We are essentially trying to break the application.
- Commissioner Ansbro asked what will be the customers experience if you are 4 blocks away from the zone. Will the customer be notified that they are outside the zone. Chris Mahood, Director of Information Technology, stated that the application will show where you are and show where the zone is. The customer will need to type in an address that is within the zone in order to schedule a ride.
- Commissioner Bensley asked if the leases associated with Connection Hubs are the same duration. Dave Belaskas, Director of Engineering and Facilities Management, stated that they are generally 10-15 year leases.
- Commissioner Chapman asked if parking lot maintenance at Irondequoit Plaza Connection Hub would be part of the negotiations. Dave Belaskas, Director of Engineering and Facilities Management, responded that yes that has been part of the negotiations and the project itself includes filling in and repaving of the project area.
- Commissioner Johnson asked if Evan Dawson was the only interviewer they were going to meet with. Tom Brede, Public Information Officer, stated that was just an example. We are using the media as a partner in this project to get the information out to the customer.
- Commissioner Kosmerl asked about Access customers and the specific conditions of eligibility specifically after treatment. Jamie Mott, Director of Paratransit Services, stated that it is treatments where a customer is able to use fixed route before treatments and where after treatments such as chemo or dialysis they are too fatigued and will need Access service.
- Commissioner McDonald asked if we expect that Access customers will use On Demand service. Jamie Mott, Director of Paratransit Services, it is unlikely that it will be a large number that will move to On Demand since our data shows that most of our customers are traveling to the City instead of outlying areas.

On motion of Commissioner Astles, seconded by Commissioner Bensley, the CEO Report was accepted by unanimous vote.

## **E. Financial Report**

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

On motion of Commissioner Kosmerl, seconded by Commissioner Ansbro, the Financial Report was accepted by unanimous vote.

## **F. Proposed Resolutions**

### **Resolution Amending RGRTA 23-2019 Establishing the Guaranteed Maximum Price for the Design Build Contract and Authorizing a Contract Amendment with The Pike Company for Design Build Services for the RTS Advanced Environmental Service Building (AESB) Project, RGRTA 1-2020**

RGRTA 1-2020: On motion of Commissioner Astles, seconded by Commissioner Johnson, the aforementioned Resolution, a copy of which is attached to these Minutes, was unanimously approved.

## **G. Consent Resolutions**

Consent Resolutions RGRTA 2-2020 up to and including RGRTA 7-2020 were presented with questions and comments following the respective resolution, these Resolutions below, a copy of which are attached to these Minutes:

### **Resolution Authorizing the Award of Task Order Contracts for Special Inspection Services, RGRTA 2-2020**

#### **Resolution Authorizing a Joint Service Agreement with Wayne County, RGRTA 3-2020**

- *Commissioner McDonald asked square footage of office space. Dan DeLaus, Chief Legal Counsel stated that it is just under 1,100 square feet.*
- *Commissioner Bensley asked if we will need to go electric vehicles and in 10 years will we need to do this in the Regionals and do we have enough capacity for that. Bill Carpenter, Chief Executive Officer, stated that the County is maintaining our vehicles and I assume that if our vehicles will need to be electric so will the County vehicles but we will continue to monitor the progress of the proposed legislation.*

#### **Resolution Amending RGRTA 54-2018 for Software Maintenance and Software Licenses of Trapeze Products, RGRTA 4-2020**

- *Commissioner Chapman asked if the glitches in scheduling and dispatch will be fixed with this software. Chris Mahood, Director of Information Technology, responded that*

*this resolution enables us to have the licenses for the small vehicle operators. Commissioner Chapman explained some issues with formatting within the trapeze program. Chairman Jeffries stated that since this resolution is not dealing with that issue maybe a conversation outside of this meeting needs to take place.*

**Resolution Establishing Rochester Genesee Regional Transportation Authority as Lead Agency and Adopting a Negative Declaration Pursuant to the New York State Environmental Quality Review Act of the RTS Eastman Avenue Connection Hub Project, RGRTA 5-2020**

- *Commissioner Kosmerl asked what type of action was listed. David Belaskas, Director of Engineering and Facilities Management, it was an unlisted action and stated that there were no major questions answered.*

**Resolution Authorizing the Acquisition of Real Property at 1875 Dewey Avenue in the City of Rochester, Monroe County, NY, RGRTA 6-2020**

**Resolution Authorizing the Disposal of Buses and other Assets, RGRTA 7-2020**

Resolutions RGRTA 2-2020 up to and including RGRTA 7-2020 were moved by a motion from Commissioner Astles seconded by Commissioner McDonald and were unanimously approved.

**H. Calendar**

Bill Carpenter, CEO stated that our next scheduled meeting will be a Governance Committee Meeting the morning of March 19<sup>th</sup> with a Regular Board Meeting at Noon. By the end of next week you will receive the Draft Comprehensive Plan. We will be looking for your approval of the Comprehensive Plan and Budget at the March 19<sup>th</sup> meeting. Because of how the calendar falls we are scheduled to have an April 2<sup>nd</sup> Board Meeting just two weeks later and I am proposing that we cancel that meeting.

**I. Executive Session**

On motion of Commissioner Ansbro, seconded by Commissioner Kosmerl, the board unanimously moved into Executive Session to discuss a personnel matter.

The Board came out of Executive Session and it was stated by Chairman Jeffries that no votes were taken while in Executive Session.

**J. Adjournment**

There being no further matters on the adopted Agenda, the quarterly meeting was adjourned on motion of Commissioner Johnson, seconded by Commissioner Bensley at 10:27am.

Respectfully submitted,

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Edward W. White, Esq., Secretary

Posted Date: February 27, 2020

## 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 3rd Qtr.
FPI	FINANCIAL PERFORMANCE INDEX	44.4
CSI	CUSTOMER SATISFACTION INDEX	30.5
SPI	SERVICE PERFORMANCE INDEX	34.2
	TOTAL	109.1

Strategic Pillars 2019-20 3rd 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	\$0.0	\$132.8		44.37	40.00	52.00	28.00
	Total FPI Score						44.4	40.0	52.0	28.0
Customer Service Index	Net Promoter Score - RTS	38%	34%	45%	38%		27.95	27.95	36.33	19.56
	RTS Access	95%	99%	98%	98%		0.39	0.33	0.43	0.23
	RTS Genesee	95%	100%	98%	100%		0.32	0.25	0.32	0.17
	RTS Livingston	95%	100%	100%	100%		0.32	0.25	0.32	0.17
	RTS Ontario	95%	98%	98%	99%		0.30	0.25	0.32	0.17
	RTS Orleans	95%	98%	98%	100%		0.32	0.25	0.32	0.17
	RTS Seneca	95%	98%	100%	98%		0.29	0.25	0.32	0.17
	RTS Wayne	95%	98%	98%	98%		0.29	0.25	0.32	0.17
	RTS Wyoming	95%	100%	100%	100%		0.32	0.25	0.32	0.17
	Total CSI Score						30.5	30.0	39.0	21.0
Service Performance Index	On-Time Performance - RTS	90.50%	92.50%	91.31%	91.91%		31.89	27.95	36.33	19.56
	RTS Access	95.25%	95.8%	95.2%	93.9%		0.30	0.33	0.43	0.23
	RTS Genesee	91.5%	96.6%	96.7%	94.3%		0.31	0.25	0.32	0.17
	RTS Livingston	90.0%	91.4%	90.1%	90.4%		0.25	0.25	0.32	0.17
	RTS Ontario	92.0%	95.6%	95.5%	96.1%		0.32	0.25	0.32	0.17
	RTS Orleans	95.0%	95.5%	96.7%	96.0%		0.26	0.25	0.32	0.17
	RTS Seneca	96.0%	99.9%	99.9%	99.7%		0.31	0.25	0.32	0.17
	RTS Wayne	96.0%	97.6%	97.6%	99.2%		0.31	0.25	0.32	0.17
	RTS Wyoming	96.0%	98.2%	98.1%	99.0%		0.30	0.25	0.32	0.17
	Total SPI Score						34.2	30.0	39.0	21.0
TOPS Score							109.1	100.0	130.0	70.0

# TOPS Report

*Presented by: Michael Burns  
Director of Accounting Services*

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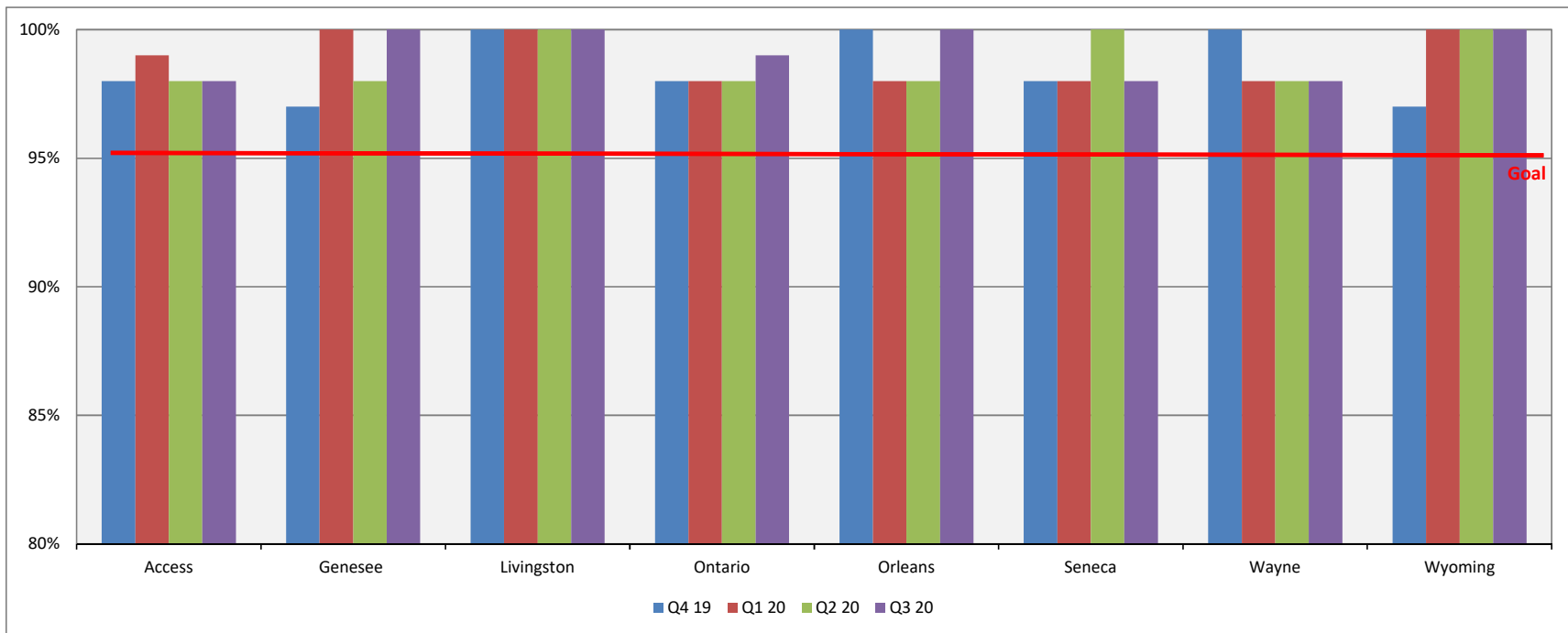


## Customer Service Index

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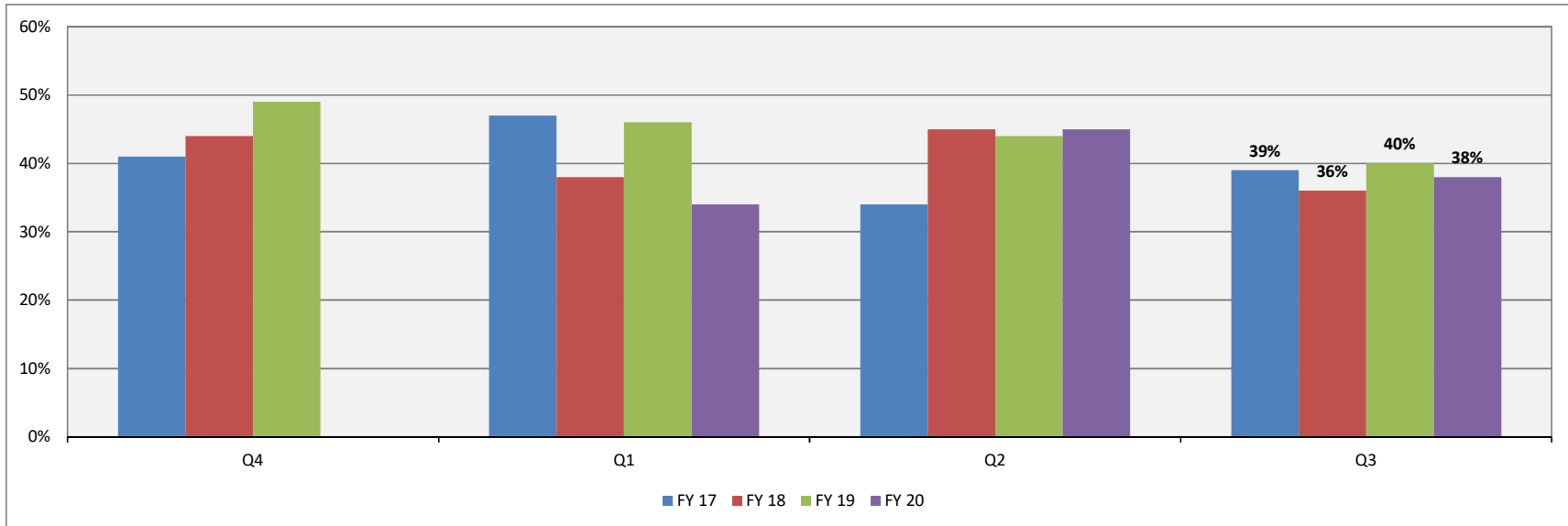
# Customer Satisfaction: Trends by Quarter

- Customer Satisfaction at Access and the Regionals significantly exceeded goal, consistent with the past three quarters



## RTS Monroe NPS: Trends by Quarter

- Q3 NPS is within the range of Q3 NPS for the past three years
- Seasonally, NPS is often at its lowest in Q3, followed by an increase in Q4





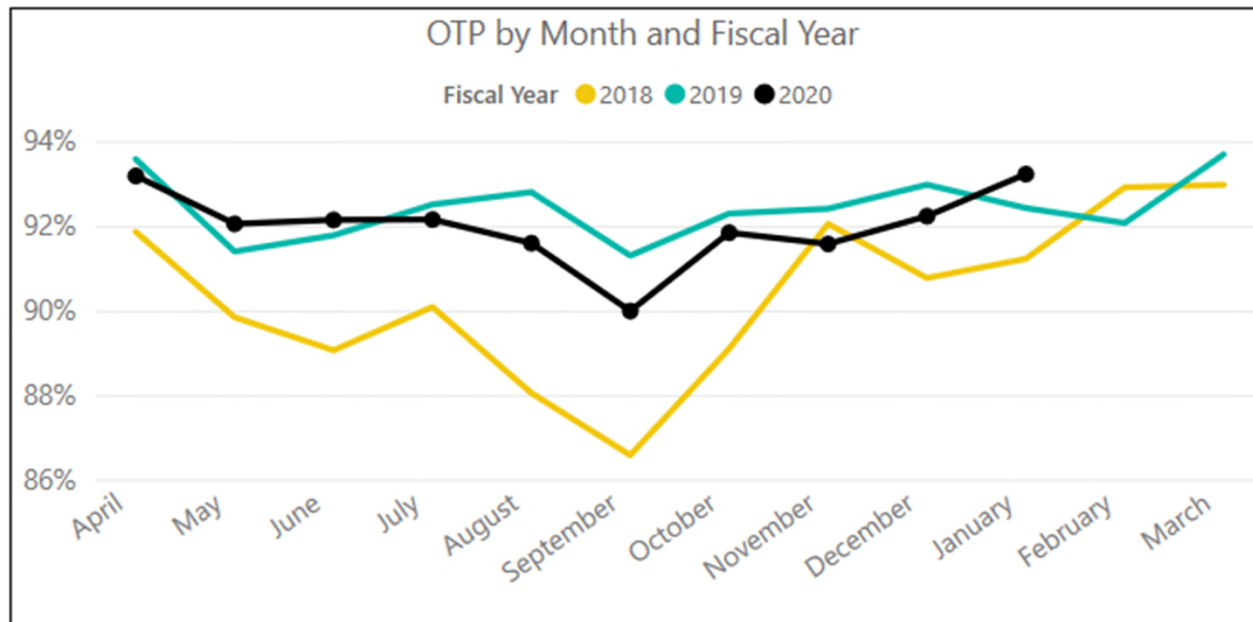
## Service Performance Index

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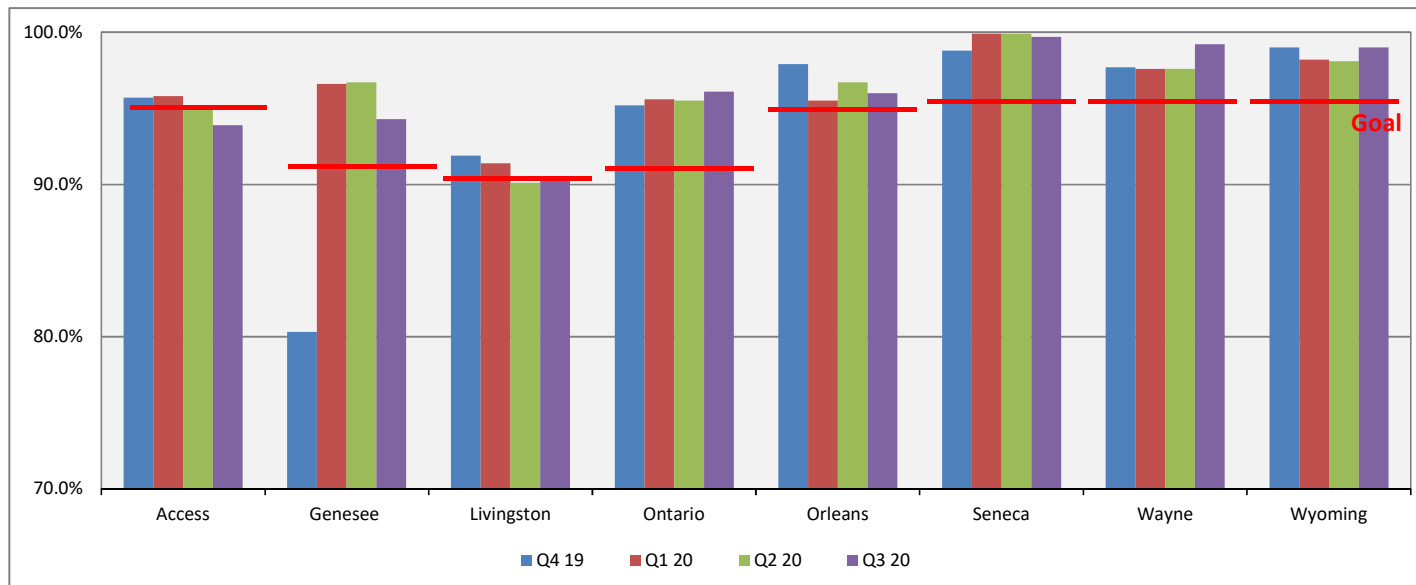
## OTP-RTS Monroe: Performance Trends

- Within Q3, monthly OTP ranged from 91.6% to 92.3%
- Earlies and lates were approximately 2% and 6%, respectively



# OTP-Access and Regionals: Trends by Quarter

- Q3 OTP exceeded goal at all Regional locations
- At Access, Q3 OTP (93.9%) fell just short of goal (95.25%)

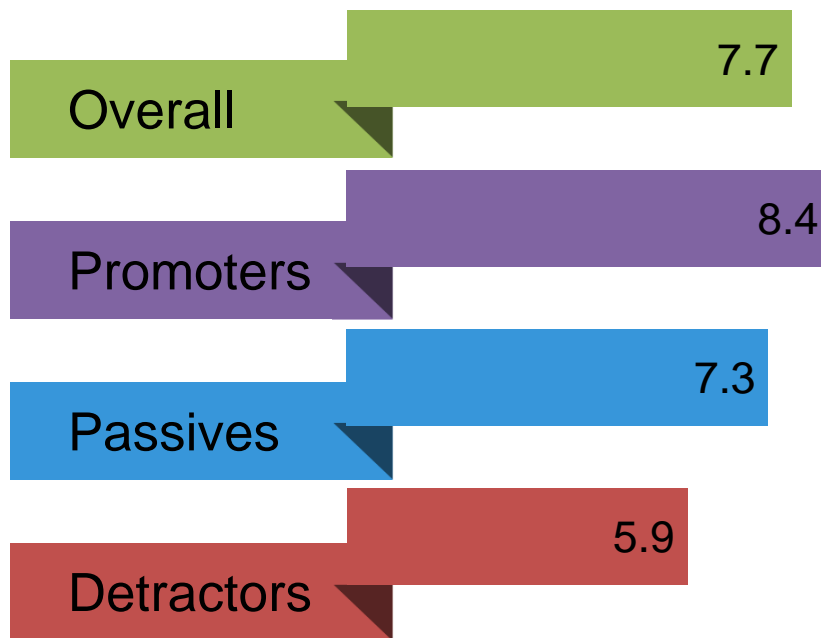


## Customer OTP Expectations: Overview

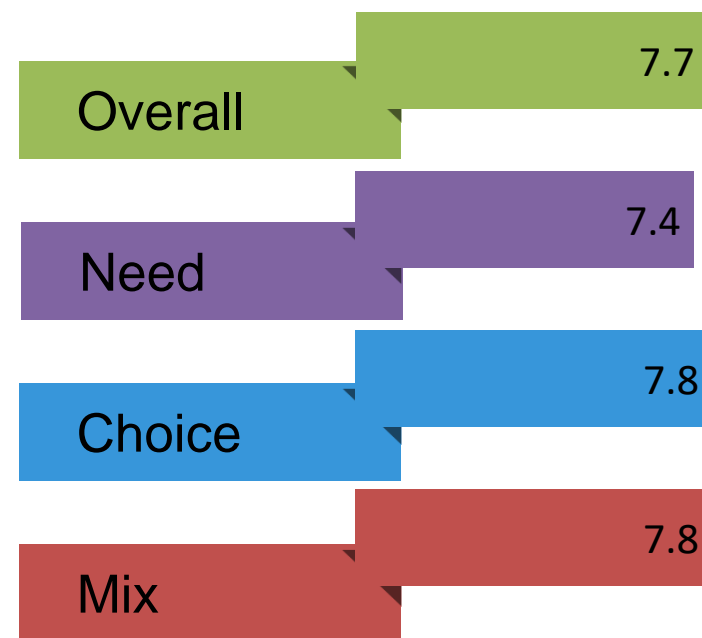
- In our Q3 survey, we added a question to learn more about what our customers expect from us in terms of on-time performance and measured their satisfaction within the context of both NPS and the reasons our customers use our service.
- In categorizing the customers who use our service, we used the following descriptions:
  - Need – Customers have no access to a vehicle or other alternatives
  - Choice – Customers have access to a vehicle or other alternatives but choose to use our service for several reasons, such as not having to worry about weather or parking, benefits to the environment, etc.
  - Mix – Customers may have access to a vehicle or other alternatives varies

## Customer OTP Expectations: Overall Satisfaction-Arrival and Departure Times

### NPS

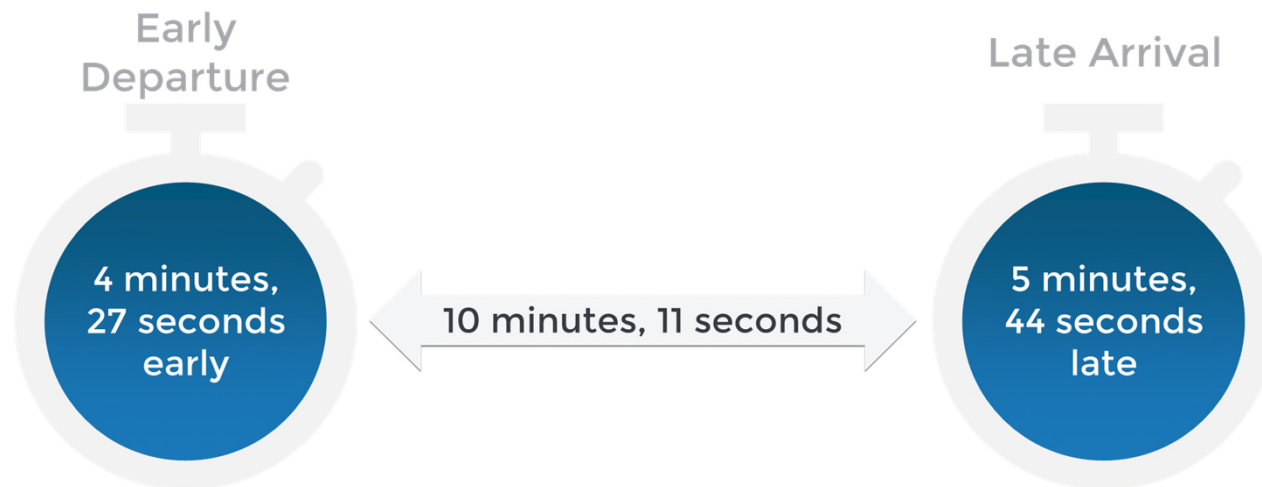


### Need vs. Choice



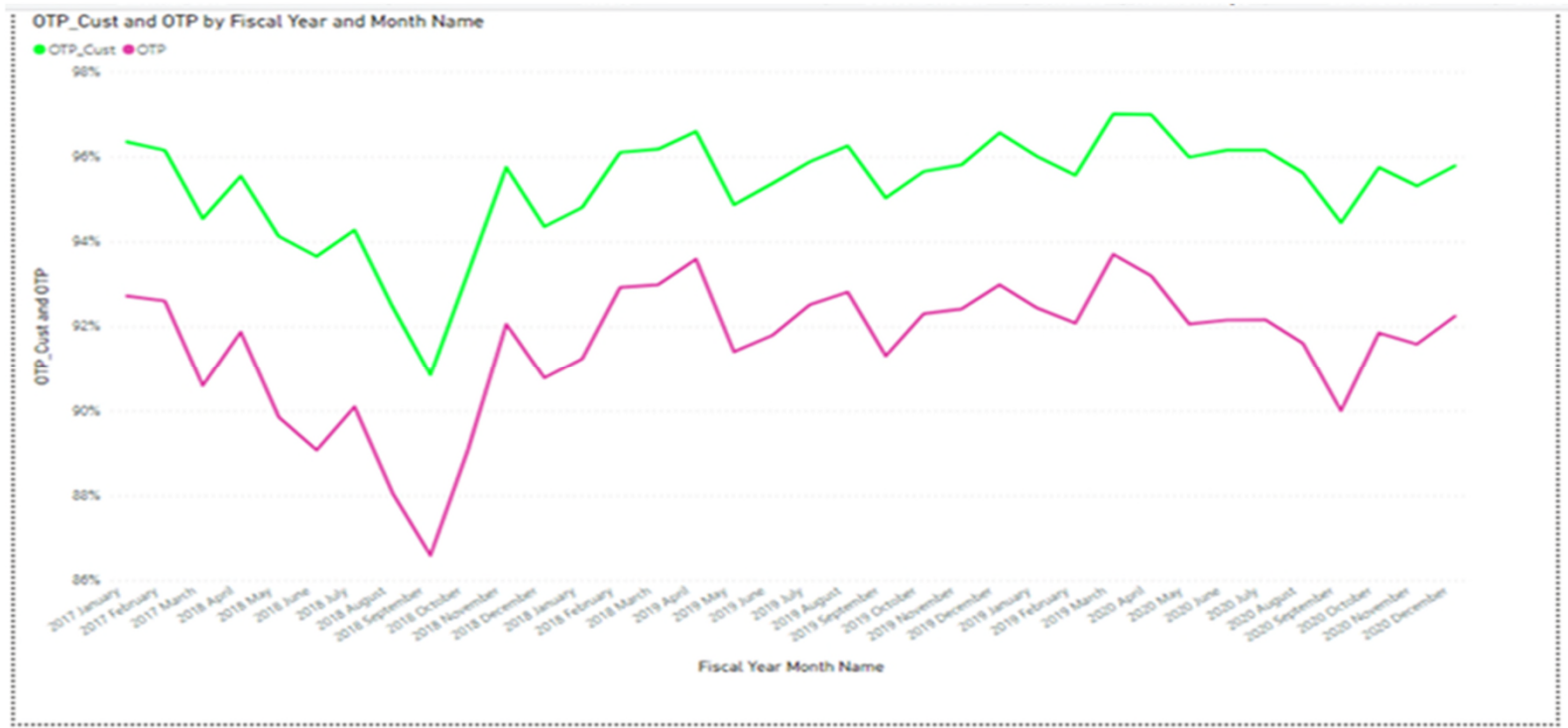
## Customer OTP Expectations: Arrival and Departure

- With on-time arrival and departure consistently noted by our customers as the most important element of using our service, our Q3 survey sought to quantify the acceptable range from our customers' point of view.





# Customer OTP Expectations: OTP Trends vs. Expectations





## Customer OTP Expectations: 2 Minutes Early-5 Minutes Late

- 23% of respondents hold this expectation
- NPS of 33%
- Less likely to be a Choice rider (25%) as opposed to Need (34%) or Mix (41%)
- Importance factors (on-time arrival, driver courtesy, etc.) nearly identical to rest of sample
- Most likely to want buses to run more frequently (88%)



## Summary

- **Q3 results demonstrate continued strong performance, with scores for Financial, Customer Satisfaction and Service Performance at or in excess of goal.**
- **In Q3, we introduced a survey question focused on learning more about our customers' expectations for on-time performance at RTS.**
- **Knowing what our customers expect regarding OTP provides information we can use to improve their overall experience and we expect that increased service frequency upon launch of Reimagine should significantly improve their experience.**





## Chief Executive Officer Report

- TOPS Report
- **Project Highlight**
- Miscellaneous



# Reimagine RTS

*Presented By: Miguel Velázquez,  
Chief Operating Officer*

## RTS Reimagine Update

- **Project Plan**
  - We continue to work through our plan, updating and adding tasks as necessary.
- **Risk Register**
  - This tool identifies risks for go-live.
  - Some risks drop off the list as we advance the plan; others get added as needed.
- **Decisions List**
  - Allows the entire team to informed of the decisions made by the various work groups.
- **Go-Live Planning**
  - Identifying and laying out the activities required for day of go-live.

## Current Project Task

- Vehicles
- Bus Stop Signs
- Recruitment
- Mobile Ticketing & MaaS
- Connection Hubs
- Schedules
- Standard Operating Procedures (SOP)
- RTS Access
- Marketing, Outreach & Communication



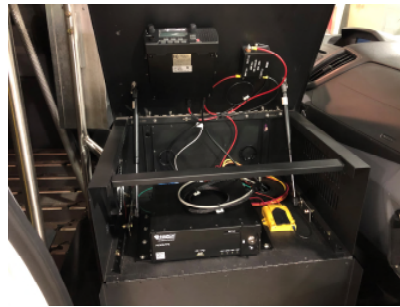
## Current Project Task

- **Vehicles-** Rusty Korth, VP of Maintenance
- **Bus Stop Signs**
- **Recruitment**
- **Mobile Ticketing & MaaS**
- **Connection Hubs**
- **Schedules**
- **Standard Operating Procedures (SOP)**
- **RTS Access**
- **Marketing, Outreach & Communication**

## Vehicles – High Headroom Vans

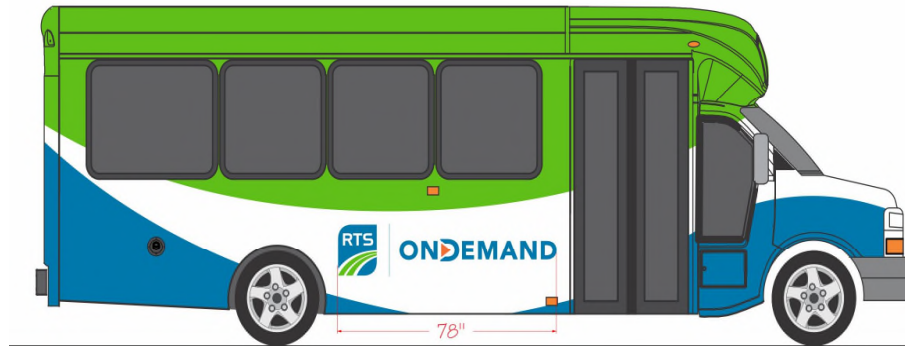


- 1 pilot van on campus
- 19 currently in final production at Fenton Mobility in Randolph, NY
- Delivery taking place next week through early March





## Vehicles – Low Floor



**Delivery of 6 vehicles scheduled for late March/early April**

**The same equipment will be installed as in the vans for OnDemand service but with a slightly different layout.**



## Vehicles – Type VI



**Delivery of 5 vehicles scheduled for late February**

**Equipment to be installed will be the same as on our fixed-route vehicles**





## Current Project Task

- **Vehicles**
- **Bus Stop Signs-** Julie Boasi, Director of Service Planning
- **Recruitment**
- **Mobile Ticketing & MaaS**
- **Connection Hubs**
- **Schedules**
- **Standard Operating Procedures (SOP)**
- **RTS Access**
- **Marketing, Outreach & Communication**

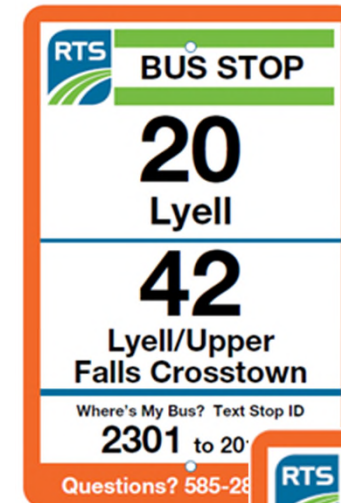
# Bus Stop Signs

- **Sign Replacement**

- 1,205 of 1,700 new bus stop signs have been installed
- Signs have Reimagine info covered by a vinyl decal with current route information
- Building & Grounds is currently working on Routes 48 – 53
- Project completion by March 2020

- **Vinyl decal removal**

- Work to be completed by a vendor June 28<sup>th</sup> and June 29<sup>th</sup>
- Contingency plan being developed for RTS staff to assist if needed





## Current Project Task

- Vehicles
- Bus Stop Signs
- Recruitment- Krystle Hall, Director of People Performance & Development
- Mobile Ticketing & MaaS
- Connection Hubs
- Schedules
- Standard Operating Procedures (SOP)
- RTS Access
- Marketing, Outreach & Communication



# Recruitment

## Making Offers:

- **Small Vehicle Operators (April, May)**
  - 42 FT, 19 PT

## Interviewing:

- **Customer Service Representatives (March)**
  - 3 FT, 4 PT
- **Bus Washers**
  - 3 FT
- **Radio Controller/Dispatcher**
  - 1 FT
- **Road Supervisors**
  - 2 FT

## Future Recruitment:

- **Technicians**
  - 3 FT
- **Laborer**
- **Truck Driver**



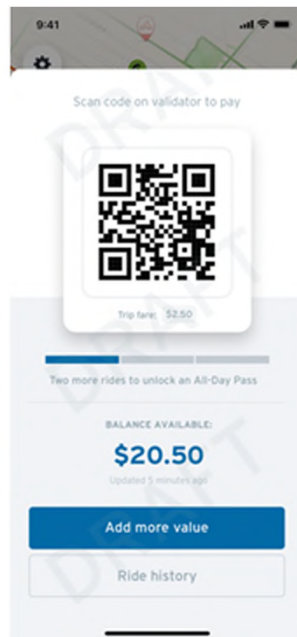
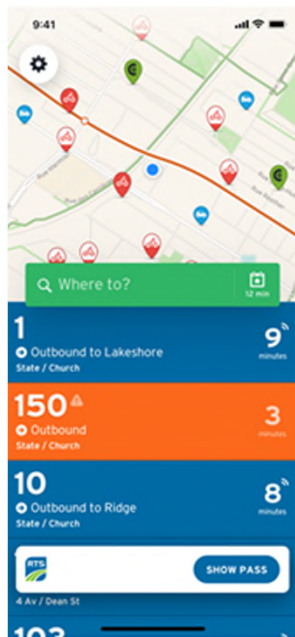


## Current Project Task

- Vehicles
- Bus Stop Signs
- Recruitment
- **Mobile Ticketing & MaaS-** Chris Mahood, Director of Information Technology
- Connection Hubs
- Schedules
- Standard Operating Procedures (SOP)
- RTS Access
- Marketing, Outreach & Communication

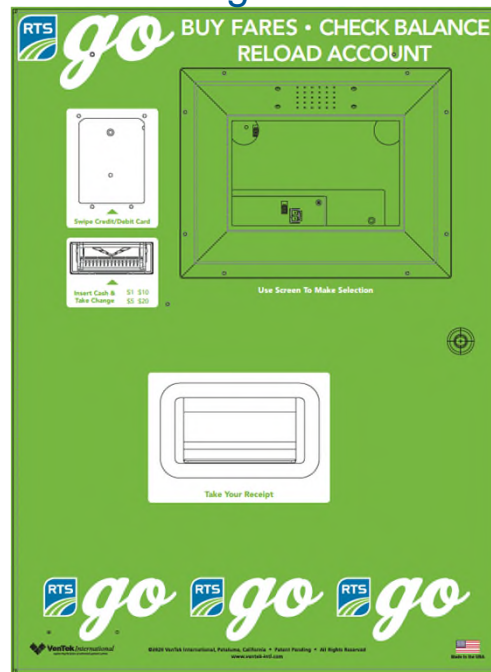


## Mobile Ticketing



Mobile App Development  
integrating RTS Real-Time  
information & fare capabilities

TVM Design for Vinyl  
Wrap of Delivered Ticket  
Vending Machine

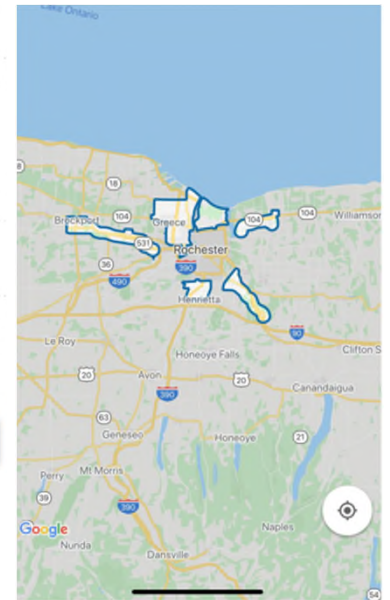
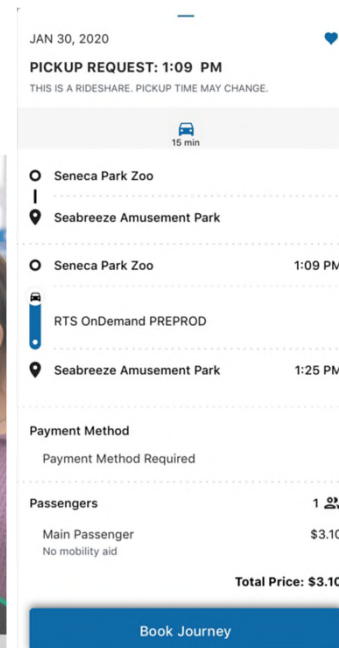
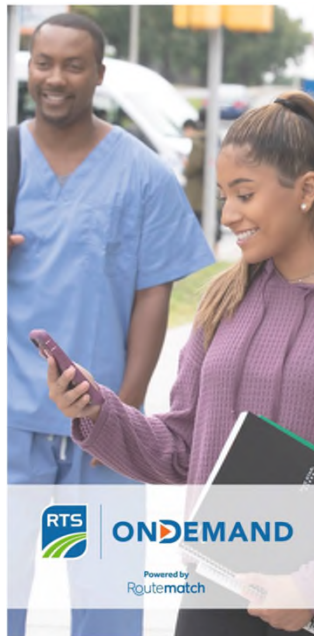
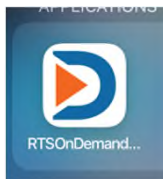


Vehicle Installs  
Completed on Fleet



## On-Demand Software (MaaS)

- Customer Multi-Modal Trip Planning
- Real-Time Trip booking and arrival information.
- Integration into Mobile Ticketing project for seamless fare payment.
- All hardware delivered onsite for all vehicles.
- Software currently in testing phase for functionality.
- Production launch coordinated with Re-Imagine.





## Current Project Task

- Vehicles
- Bus Stop Signs
- Recruitment
- Mobile Ticketing & MaaS
- **Connection Hubs**- Dave Belaskas, Director of Engineering & Facilities Management
- Schedules
- Standard Operating Procedures (SOP)
- RTS Access
- Marketing, Outreach & Communication





## Connection Hubs

Location	Ownership	Status
Blossom Loop	RTS	Under construction
Eastman Avenue	Purchasing Property	Preliminary design, NEPA/SEQRA review
Skyview	Lease	Preliminary design, NEPA/SEQRA review
St. John Fisher	NYSDOT	Under Construction
Irondequoit Plaza	Lease	In lease negotiations
Hylan Drive	Right of Way	Under Construction
Rochester Tech Park	Lease	Under construction
BayTowne Plaza	Lease	Under construction
Greece Ridge Mall	Lease	In lease negotiations
URMC	Right of Way	In operation

## Blossom Loop



## Rochester Tech Park



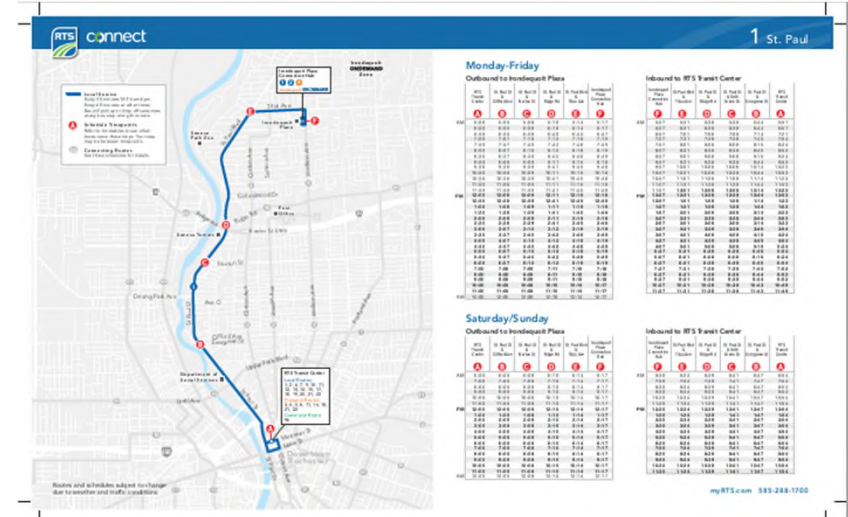


## Current Project Task

- Vehicles
- Bus Stop Signs
- Recruitment
- Mobile Ticketing & MaaS
- Connection Hubs
- Schedules- Lea Goodness, Director of Scheduling
- Standard Operating Procedures (SOP)
- RTS Access
- Marketing, Outreach & Communication

## Schedules

- **Began scheduling in Spring 2018**
  - Recommendations from TMD
  - Current route schedules
  - Time points - on time performance data
  - Riding routes
  - Utilized data analysis and in-field observation
- **Fixed Route schedule complete January 2020**
- **Timetables March 2020**
  - New design
  - Customer friendly
  - Route sponsors
- **Front line feedback process**



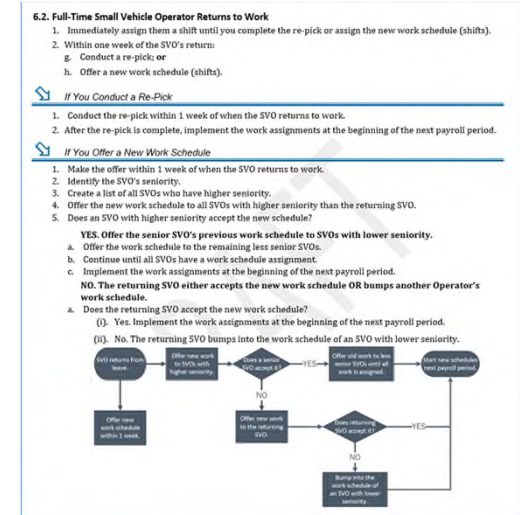


## Current Project Task

- Vehicles
- Bus Stop Signs
- Recruitment
- Mobile Ticketing & MaaS
- Connection Hubs
- Schedules
- Standard Operating Procedures (SOP)- Chris Dobson, VP of Transportation Services
- RTS Access
- Marketing, Outreach & Communication

# Standard Operating Procedures (SOP)

- SOP development began April 2019 and expected to complete in April 2020
- Wide range of procedures from basic to complex
- Examples:
  - Issuing/Tracking Tablets and Keys
  - Vehicle Parking and Assignment
  - Pre-Trip and Post-Trip Inspections
  - Radio Communication in an open system
  - Ramp Deployment
  - Revenue Collection/Reconciliation (Service Building)
  - Dispatch Work Rule Management
    - Work Selection (Bidding) - 4x/year and weekly
  - Seat Belt and Car Seats
  - Priority Seating
  - Service Animals
  - On-Demand Software interaction with various operating scenarios (pre-booking, change-offs)
  - How to travel to zone, timing of logon, personals, breaks, backing up, reasonable accommodations.







## Current Project Task

- Vehicles
- Bus Stop Signs
- Recruitment
- Mobile Ticketing & MaaS
- Connection Hubs
- Schedules
- Standard Operating Procedures (SOP)
- RTS Access- Jamie Mott, Director of Paratransit Services
- Marketing, Outreach & Communication



## RTS Access

- **Paratransit Plan**
  - **Policy changes implemented. Implementation began January**
    - January: Scheduling and booking changes, Service Infractions and Suspensions, Prohibited Conduct and the Appeals Process
    - February: Reasonable Modifications, Changes to the "No-Strand" Policy
  - **Policy changes pending.**
    - March: Subscription Service Changes
    - April: Pickup Window Shift (corresponds with the new fiscal year)
    - Excluding Eligibility, advance scheduling and weekend scheduling hours of operation are pending
  - **Changes to the Eligibility Process**
    - Work is under way to define those items needed to implement eligibility changes
    - Specific conditions of eligibility (e.g. snow and ice conditions, fatigue after treatment, transfers) are being defined as part of this process



## RTS Access

- **Service Area, Service Span and Fares**
  - Customer notifications/reminders to be sent In April. This will include the updated service area map, ad explanation of each service area (ADA Required, Supplemental Levels 1, 2 and 3) as well as the fares and hours of operation for each
  - The updated service area will be tied to fares and hours of operation for ease of scheduling operations. We have reached out to Trapeze for assistance and training
  - Even though go-live is June 29, 2020, RTS Access will begin scheduling for the new service area on June 22, 2020!



## Current Project Task

- Vehicles
- Bus Stop Signs
- Recruitment
- Mobile Ticketing & MaaS
- Connection Hubs
- Schedules
- Standard Operating Procedures (SOP)
- RTS Access
- Marketing, Outreach & Communication- Tom Brede, Public Information Officer



# Marketing, Outreach and Communication

- **In December & January:**

- **Outreach:**

- High level outreach for local organizations and elected officials
- Developed customer open house outreach plan – held first session at Transit Center

- **Planning and Preparation:**

- Developed informational materials
- Started creating new overview video
- Finalized design of new system map and bus schedules
- Finalized advertising and marketing plans, creative concepts and high-level messaging for the launch of RTS Go, the Transit App and the new system

- **Media Relations:**

- Promoted development of mobile app – story in the City Newspaper
- Media briefings with the D&C, RBJ and City Newspaper

- **In February:**

- **Outreach:**

- Outreach to community organizations to develop list for train the trainer sessions
- Continue high-level stakeholder outreach to boost awareness
- Customer open house at the Transit Center

- **Planning and Preparation:**

- Finalize preparation of marketing, communication and educational materials for the RTS Go and Transit App launch

- **Media Relations:**

- Continue media briefings
- Setting up interview with Evan Dawson

## Summary

- 137 Days to Go-Live
- All tasks progressing as planned
  - 1,120 tasks
- The way forward entails a lot of internal / external communication and education
  - We will continue to update the Board throughout this process

## Chief Executive Officer Report

- TOPS Report
- Project Highlight
- Miscellaneous



## RTS Employee Quarterly Meeting November 19<sup>th</sup> 2019







**Annual RTS Holiday Party  
December 12<sup>th</sup> 2019**





## **RTS Monroe & RTS Access Operator Graduation January 21<sup>st</sup> 2020**

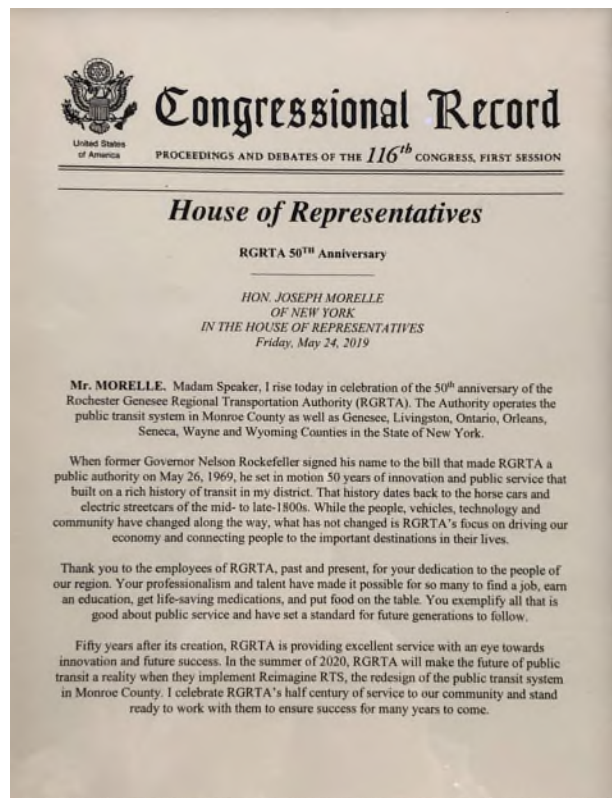


**RTS Monroe**



**RTS Access**

## Rep. Joe Morelle Congressional Record Statement RGRTA 50<sup>th</sup> Anniversary



- Congressman Morelle spoke on the floor of the House of Representatives to celebrate our 50<sup>th</sup> Anniversary.
- His statement thanks past and present employees of RGRTA.
- He acknowledged the innovation that will become reality in the Summer of 2020 as we implement Reimagine RTS.



# Miscellaneous

## Reimagine RTS Meetings

- Meetings with Senator Robach, Assemblyman Gantt and Mayor Warren
- Reimagine RTS presentations to Common Ground Health and the Rochester-Monroe Anti-Poverty Initiative (RMAPI) Policy Committee
- Community Advisory Committee Meeting
- Internal Frontline Representatives Meeting
- Steering Committee Meetings

## Electric Buses



- Participated in meetings with the Governor's Staff to develop the Electric Bus Plan
  - 25% of bus fleets to be electric vehicles by 2025
  - 100% electric vehicles by 2035
- Attended Governor's State of the State where the program was announced
- Interview with Velvet Spicer of Rochester Business Journal

## Miscellaneous

- Attended Maintenance In-Service Training
- United Way System Integration Steering Committee Meeting
- Attended the Beechwood Neighborhood Police & Firefighter Recognition Dinner
- Testified at the Assembly Hearing on the Transportation Capital Plan in Albany
- Vanpool Meetings with Community Stakeholders
- Attended the Rochester Business Journal ICON Awards Event honoring our own Chairman Jeffries
- Greater Rochester Chamber Event-Policy Matters: Legislative Roundup/Look Ahead
- Genesee Transportation Council Board Meeting
- The Bus Coalition Trip to DC to meet with members of the House Transportation and Infrastructure Committee
- Attended Monroe County Executive Adam Bello's Inauguration
- APTA 2020 Transit Trends Webinar
- APTA Mid-Size Operations Monthly Conference Call
- Testified at the NYS Legislature Joint Budget Hearing on Transportation
- The Bus Coalition Annual Meeting
- Met with NYS DOT Commissioner Dominguez
- Meetings with senior members of Governor's Staff and Legislature to discuss SFY 20-21 budget
- Working with Leaders from various Counties to fill vacant positions on the Board
- Attended webinar on Presidents budget proposal for FFY 20-21 that includes increased transit funding

# Financial Report

*Presented by: Scott Adair, CFO*





**RGRTA - Consolidated Budget Status Report - FY 2019-2020**  
**12/31/2009**

## Financial Report

<u>Revenues</u>	<u>Budget 2019-20</u>	<u>FYTD 12/31/2009</u>	<u>Projected 3/31/2020</u>	<u>Budget Variance</u>
Total Locally Generated	\$ 29,686	\$ 20,738	\$ 29,382	\$ (304)
Total Government Subsidies	\$ 60,225	\$ 46,388	\$ 60,225	\$ -
Mortgage Tax	\$ 11,276	\$ 9,078	\$ 11,276	\$ -
Grand Total Revenue	\$ 101,186	\$ 76,205	\$ 100,882	\$ (304)
<u>Expenses</u>				
Personnel				
Salary & Wages	\$ 50,486	\$ 37,732	\$ 50,419	\$ 67
Fringe Benefits	\$ 23,499	\$ 14,703	\$ 23,292	\$ 207
Total Personnel	\$ 73,985	\$ 52,435	\$ 73,711	\$ 274
Non-Personnel				
Services	\$ 8,698	\$ 5,353	\$ 8,583	\$ 115
Fuel/Lubricants	\$ 5,719	\$ 3,679	\$ 5,719	\$ -
Parts	\$ 4,335	\$ 2,828	\$ 4,335	\$ -
Other	\$ 8,448	\$ 4,401	\$ 8,400	\$ 48
Total Non-Personnel	\$ 27,201	\$ 16,262	\$ 27,038	\$ 163
Grand Total Expenses	\$ 101,186	\$ 68,697	\$ 100,749	\$ 437
Net Income/Deficit From Operations & Subsidies	\$ -	\$ 7,508	\$ 133	\$ 133



ROCHESTER  
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TRANSPORTATION  
AUTHORITY

## BOARD OF COMMISSIONERS AGENDA ITEM COVER SHEET

Board Meeting Date:	February 13, 2020
Presenter:	David Belaskas
Subject:	Resolution Amending RGRTA 23-2019 Establishing the Guaranteed Maximum Price for the Design Build Contract and Authorizing a Contract Amendment with The Pike Company for Design Build Services for the RTS Advanced Environmental Service Building (AESB) Project
Background:	<p>In June 2019, per RGRTA Resolution 23-2019, the Board of Commissioners authorized a Design Build Contract with The Pike Company to design and build the RTS AESB Project (the "Project"). This resolution established a not-to-exceed authorization of \$1,373,962 for Guaranteed Maximum Price 1 (GMP-1) for design and project management services.</p> <p>As part of GMP-1 of the Project, The Pike Company undertook a competitive process to establish costs associated with site work, building construction, heavy-duty vehicle wash systems and demolition of the existing Service Building.</p> <p>In September 2019, proposals were solicited from four (4) recognized manufacturers of heavy duty vehicle wash systems. Proposals were received in October 2019. An Evaluation Team consisting of representatives from the Authority and The Pike Company undertook a systematic and rigorous process to review the proposals and selected the vehicle wash system that would best serve the operating requirements of RTS Monroe in a cost-effective manner. Westmatic Corporation of Buffalo, New York was selected to supply this key part of the AESB.</p> <p>In January 2020, subcontractor bids were opened for the site work, building construction and demolition services. Popli Design Group, the Authority's consultant, and The Pike Company performed post-bid interviews to ensure that the full scope of work was included in the lowest bids. Popli Design Group has reviewed the proposed costs, consisting of site work, building construction, vehicle washing equipment and demolition services to be provided by The Pike Company and has recommended that costs are fair and reasonable.</p>

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The Authority currently desires to proceed with the next phase of the Project. This is the construction phase and includes the services and items previously listed and will be considered Guaranteed Maximum Price 2 (GMP-2).

The GMP-2 includes allowances for Project requirements, bonds and insurances a three (3) percent construction contingency.

The proposed GMP-2 value is \$10,109,986. Further breakdown is shown below.

	<b>Cost</b>
GMP-1 ( <i>previously approved</i> ):	
Design & Const. Mgmt.	\$1,248,962
Contingency	125,000
Total GMP-1	\$1,373,962
GMP-2 ( <i>RGRTA 1-2020</i> ):	
Heavy-Duty Vehicle Washing System	896,774
Site Work, Construction and Demolition	8,894,267
Construction Contingency (3.25%)	318,945
Total GMP-2	<b>\$10,109,986</b>
Owner's Contingency ( <i>RGRTA 1-2020</i> )	<b>303,300</b>
Total Pike Contract & Owner's Contingency	\$11,787,248
Owner's Representative	445,088
FF&E, OGS & Misc.	587,420
Total Project Budget	<b>\$12,819,756</b>

**Financial Impact:**

GMP-2 will amend the contract with The Pike Company, increasing the authorized amount of \$1,248,962 by \$10,109,986 to \$11,358,948.

The authorization for GMP-2 increases the owner's contingency by \$303,300 making for a total owner's contingency of \$428,300. Thus, the total Board authorized amount for the AESB will be \$11,787,248 upon ratification of this resolution.

This Project is anticipated to be funded using a combination of Federal, New York State and local funds.

**Recommendation:**

That the Chief Executive Officer or his designee be authorized to amend the design build contract with The Pike Company establishing Guaranteed Maximum Price 2 at \$10,109,986 for the construction of the AESB Project, resulting in the maximum authorized amount increasing from \$1,248,962 to \$11,358,948. Further, that the Chief Executive Officer or his designee be authorized to amend the Design Build Contract for justified orders on contract up to \$303,300, resulting in a total authorized owner's contingency amount of \$428,300.

## **Resolution: RGRTA 1-2020**

### **RESOLUTION AMENDING RGRTA 23-2019 ESTABLISHING THE GUARANTEED MAXIMUM PRICE FOR THE DESIGN BUILD CONTRACT AND AUTHORIZING A CONTRACT AMENDMENT WITH THE PIKE COMPANY FOR DESIGN BUILD SERVICES FOR THE RTS ADVANCED ENVIRONMENTAL SERVICE BUILDING (AESB) PROJECT**

WHEREAS, in June 2019, the Rochester Genesee Regional Transportation Authority (the "Authority") authorized per Resolution RGRTA 23-2019 a Design Build Contract with The Pike Company in an amount not to exceed \$1,373,962 for the RTS Advanced Environmental Service Building (AESB) Project (the "Project"); and

WHEREAS, the design of the RTS AESB and the procurement of the associated construction subcontracts and vehicle washing systems have been completed by The Pike Company and reviewed and recommended by the Authority's consultant, Popli Design Group; and

WHEREAS, this work will be managed and performed by The Pike Company as part of its contract for Design Build Services; and

WHEREAS, The Pike Company undertook a competitive process to select the heavy duty vehicle wash systems and the construction firms that will build the Project culminating in Guaranteed Maximum Price 2 (GMP-2) for the Project; and

WHEREAS, GMP-2 for the construction of the RTS AESB proposed by The Pike Company and recommended by Popli Design Group is \$10,109,986; and

WHEREAS, the Authority finds the proposed GMP-2 for these services of \$10,109,986 to be fair and reasonable; and

WHEREAS, the Project will be funded with Federal, State and RGRTA funds.

NOW, THEREFORE, BE IT RESOLVED, that the Chief Executive Officer or his designee be authorized to amend the Design Build Contract with The Pike Company establishing GMP-2 at \$10,109,986 for the RTS AESB Project resulting in the maximum amount increasing from \$1,248,962 to \$11,358,948; and

BE IT FURTHER RESOLVED, that the Project owner's contingency is increased by \$303,300 from \$125,000 resulting in a total Project owner's contingency of \$428,300; and

BE IT FURTHER RESOLVED, that the Chief Executive Officer or his designee be authorized to utilize the Project owner's contingency to increase the value of the Design Build Contract with The Pike Company by up to \$428,300 for justified orders on contract resulting in a total authorized amount of \$11,787,248; 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 February 13, 2020 and that the Resolution is still in full force and effect.

---

Donald Jeffries, Chairman

Date: February 13, 2020  
Rochester, New York

Resolution Amending RGRTA 23-2019 Establishing the Guaranteed  
Maximum Price for the Design Build Contract and Authorizing a Contract  
Amendment with The Pike Company for Design Build Services for the RTS  
Advanced Environmental Service Building (AESB) Project

RGRTA 1-2020

*Presented by David Belaskas, Director of Engineering & Facilities Management*



- **Introduction of the Advanced Environmental Service Building(AESB)**
- **Building Exterior**
- **Floor Plan**
- **Design Build Process**
- **Guaranteed Maximum Price**
- **Project Budget**
- **Project Schedule**
- **Recommendation**



**New Advanced  
Environmental  
Service Building**

**Demolish Existing  
Service Building;  
Re-grade, re-pave  
site**

# Building Exterior



## Slide 4

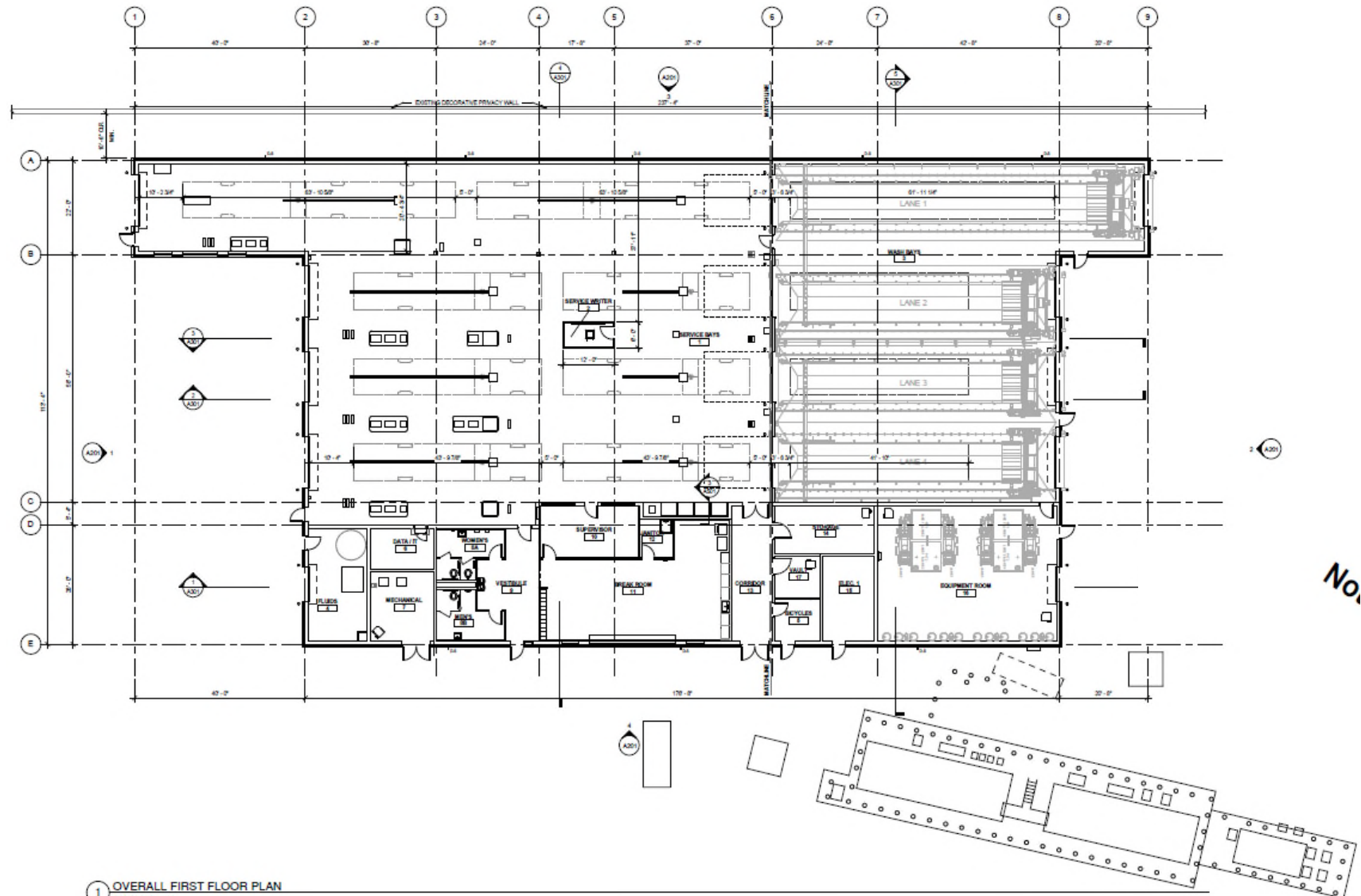
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**CDF2**

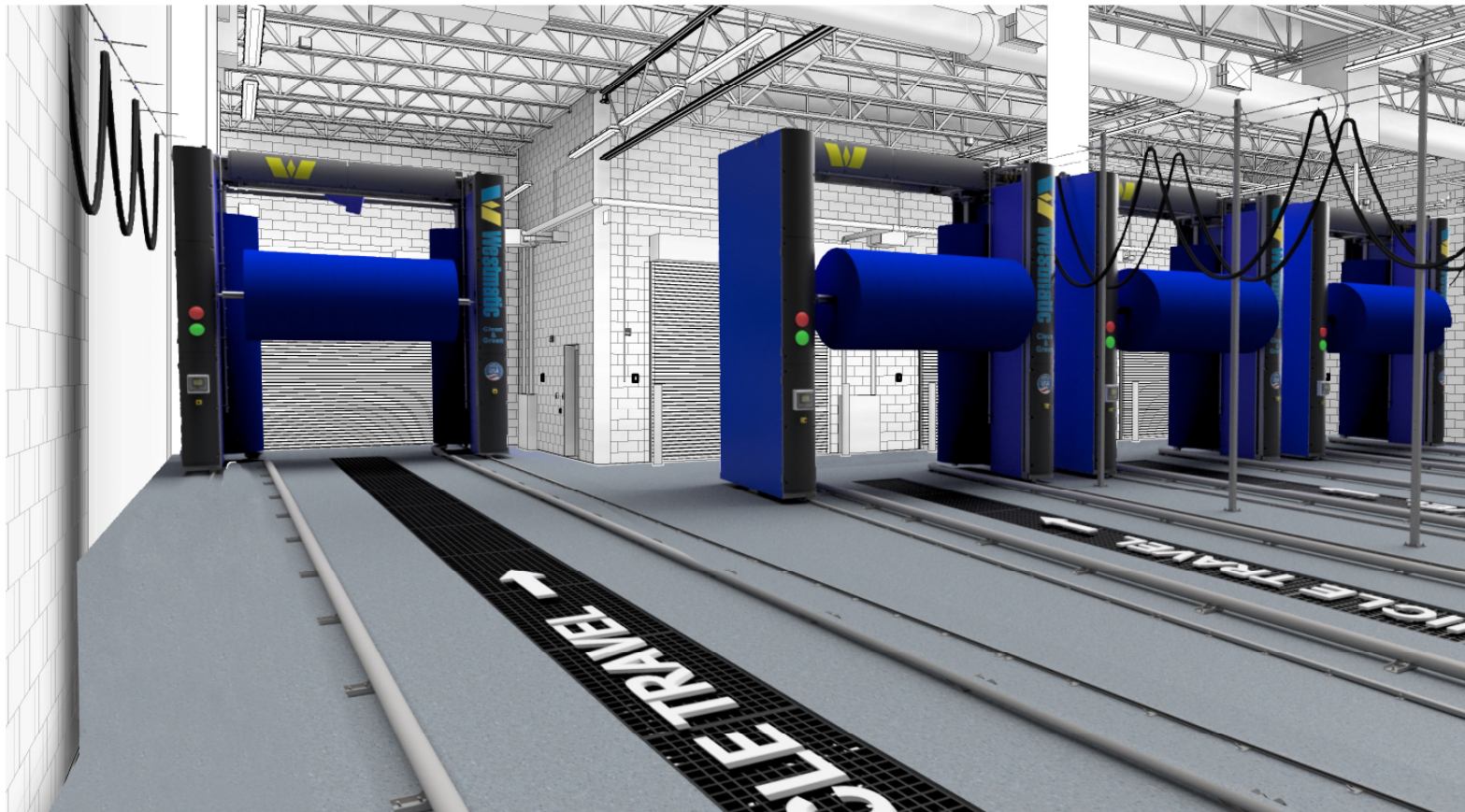
is the west-facing door into the occupied space to scale?

Cook, David F., 2/5/2020











- **June 2019, The Board Authorized, RGRTA 23-2019, a Design Build Contract with The Pike Company for Design and Construction Management Services for the RTS Advanced Environmental Service Building (AESB)**
  - This was a Guaranteed Maximum Price (GMP) #1 of approximately \$1.4M
  - This contract included preparing the design and all related documents necessary for bidding of all components of construction of the AESB; the outcome of which will be GMP #2.
- **Today, we are looking for Authorization of GMP #2 which includes costs associated with constructing the AESB and demolition of the existing Service Building; and**
- **The Pike Company sought bids and proposals for the work included in GMP #2:**
  - 21 bid packages were prepared
  - 88 subcontractor and supplier proposals were received

- The Pike Company along with Popli Design Group, the Owners Representative, performed post-bid interviews to ensure that the full scope of the work was included; and
- Popli Design Group prepared an independent cost estimate and has recommended approval of GMP #2 for the Construction of AESB Project; and
- The Authority concurs with the recommendation of Popli Design Group.

	Cost
<b>GMP-1 (previously approved):</b>	
Design & Const. Mgmt.	\$1,248,962
Owner's Contingency	125,000
<b>Total GMP-1</b>	<b>\$1,373,962</b>
<b>GMP-2 (RGRTA 1-2020):</b>	
Heavy-Duty Vehicle Washing System	896,774
Site Work, Construction and Demolition	8,894,267
Construction Contingency (3.25%)	318,945
<b>Total GMP-2</b>	<b>\$10,109,986</b>
<b>Owner's Contingency (RGRTA 1-2020)</b>	<b>303,300</b>
<b>Total Pike Contract and Owner's Contingency</b>	<b>\$11,787,248</b>
<b>Owner's Representative</b>	<b>445,088</b>
<b>FF&amp;E, OGS and Miscellaneous</b>	<b>587,420</b>
<b>Total Project Budget</b>	<b>\$12,819,756</b>

Design Build Contract Award	July 2019
Final Advanced Environmental Service Building Design Complete	December 2019
Bidding and Construction Contract Award	February 2020
Service Building Construction Start	April 2020
Substantial Completion of Service Building	February 2021
Existing Service Building Demolition Complete	April 2021
Site Reconstruction Complete	May 2021
Project Complete	July 2021

That the Chief Executive Officer or his designee be authorized to amend the Design Build Contract with The Pike Company establishing GMP-2 at \$10,109,986 for the RTS AESB Project, resulting in the maximum amount increasing from \$1,248,962 to \$11,358,948.

Further, that the Chief Executive Officer or his designee be authorized to amend the Design Build Contract for justified orders on contract up to \$303,300, resulting in a total authorized owner's contingency amount of \$428,300.





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## BOARD OF COMMISSIONERS AGENDA ITEM COVER SHEET

Board Meeting Date:	February 13, 2020						
Presenter:	David Belaskas						
Subject:	Resolution Authorizing the Award of Task Order Contracts for Special Inspection Services						
Background:	<p>The Authority is seeking special inspection services for construction projects that are planned or anticipated over the next two to five years. Special inspection services help ensure that building materials and construction methods adhere to design specifications and current building codes. Attachment "A" provides a representative list of special inspections that are covered by the proposed resolution.</p> <p>The Authority sought proposals by issuing a Request for Proposals (RFP) and publicly advertising in the <u>Rochester Business Journal</u> and the <u>New York State Contract Reporter</u> on September 27, 2019.</p> <p>Twenty four (24) sets of the RFP package were distributed and three (3) proposals were received on or before the October 25, 2019 deadline.</p> <p>The following firms submitted proposals:</p> <ul style="list-style-type: none"><li>• Atlantic Testing Services Limited – Canton, NY</li><li>• CME Associates, Inc. – Syracuse, NY</li><li>• Terracon Consultants, Inc. – Rochester, NY</li></ul> <p>An evaluation and systematic scoring process was undertaken based on the following three (3) criteria:</p> <ul style="list-style-type: none"><li>• Past experience of the firm in performing the specified services</li><li>• Expertise of the team in performing the specified services</li><li>• Proposed approach to performing the services</li></ul> <p>Utilizing the evaluation criteria established, the Authority's Evaluation Team undertook a detailed review of the proposals and arrived at the following scores which indicate that all of the proposals were rated "Good":</p> <table><tr><td>• Atlantic Testing Services Limited</td><td>60</td></tr><tr><td>• CME Associates, Inc.</td><td>60</td></tr><tr><td>• Terracon Consultants, Inc.</td><td>66</td></tr></table>	• Atlantic Testing Services Limited	60	• CME Associates, Inc.	60	• Terracon Consultants, Inc.	66
• Atlantic Testing Services Limited	60						
• CME Associates, Inc.	60						
• Terracon Consultants, Inc.	66						

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	<p>Authority staff concluded that Atlantic Testing Services Limited, CME Associates, Inc. and Terracon Consultants, Inc. submitted responsive proposals of similar quality for providing special inspection services based on past experience, the qualifications of the project teams and each firm's approach to performing the services. To help ensure that the Authority always has timely access to inspection services, it was determined that it would be in the best interests of the Authority to engage all three (3) firms for future work as needed.</p> <p>The Authority concluded that the unit and hourly pricing submitted by the three firms is fair and reasonable.</p>
Financial Impact:	<p>Annual maximum aggregate contract amount of \$75,000 for special inspection services.</p> <p>The Authority has provided for these services in the current Authority Operating Capital Budgets and will also provide for in subsequent years budgets.</p>
Recommendation:	<p>That the Chief Executive Officer or his designee be authorized to enter into individual contracts with Atlantic Testing Services Limited, CME Associates, Inc. and Terracon Consultants, Inc. for special inspection services for a two (2) year period with three (3) optional one-year extensions. The annual aggregate cost for these services is dependent upon the amount and complexity of construction activity that is undertaken by the Authority. Accordingly, the level of expenditures will vary over the course of the contract. As such, it is recommended that an aggregate annual authorization of \$75,000 be established.</p>

## **Resolution: RGRTA 2-2020**

### **Resolution Authorizing the Award of Task Order Contracts for Special Inspection Services**

WHEREAS, the Rochester Genesee Regional Transportation Authority (the "Authority") seeks the services of firms to provide special inspections on a task-order basis for construction projects; and

WHEREAS, a representative list of special inspections is listed in Attachment "A" to this resolution; and

WHEREAS, the Authority sought proposals from qualified firms by issuing a Request for Proposals (RFP) and publicly advertising for proposals in the Rochester Business Journal and the New York State Contract Reporter on September 27, 2019; and

WHEREAS, three (3) proposals were received on or before the October 25, 2019 deadline; and

WHEREAS, the Authority conducted a thorough evaluation of the proposals that were received and concluded that Atlantic Testing Services Limited, CME Associates, Inc. and Terracon Consultants, Inc. submitted responsive proposals and their pricing is fair and reasonable; and

WHEREAS, the cost of these services is to be funded with federal, New York State and local funds; and

WHEREAS, Atlantic Testing Services Limited, CME Associates, Inc. and Terracon Consultants, Inc. appear to be responsible firms.

NOW, THEREFORE, BE IT RESOLVED, that contracts be awarded to Atlantic Testing Services, CME Associates and Terracon Consultants for an initial two-year period with three (3) one-year optional extensions; and

BE IT FURTHER RESOLVED, that an aggregate amount not to exceed \$75,000 is authorized annually for up to five (5) years for services provided by the three (3) firms; 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 February 13, 2020 and that the Resolution is still in full force and effect.

---

Donald Jeffries, Chairman

Date: February 13, 2020  
Rochester, New York

ATTACHMENT "A:

To Resolution RGRTA 2-2020

Representative List of Special Inspection Services:

1. Fresh Concrete Testing
2. Soil Density Testing
3. Steel Rebar Inspections
4. On-site Technical Representative
5. Compressive Strength of Concrete Cylinders
6. Compressive Strength of Mortar Specimens
7. Compressive Strength of Grout Specimens
8. Laboratory Compaction (Proctor)
9. Asphalt Testing
10. Structural Steel Inspection
11. Welding Inspection
12. Onsite Construction Engineer



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## BOARD OF COMMISSIONERS AGENDA ITEM COVER SHEET

Board Meeting Date:	February 13, 2020
Presenter:	Miguel Velazquez
Subject:	Resolution Authorizing a Joint Service Agreement with Wayne County
Background:	<p>For many years the Authority has, pursuant to agreements with Wayne County ("County"), operated its RTS Wayne Service out of a facility located on County property on Route 31 in Lyons, New York.</p> <p>The current Joint Service Agreement ("JSA"), authorizes the Authority to rent office space, have the County service Authority vehicles, store buses on County property, purchase fuel and use the County vehicle washing facility.</p> <p>Both the Authority and the County desire to continue the contractual and operational relationship for a term of ten (10) years with a mutual option to renew for up to an additional ten (10) years.</p> <p>Under the proposed JSA:</p> <ol style="list-style-type: none"><li>1. The Authority will pay \$6,523 annually for office space; and</li><li>2. The Authority will pay \$0.05 per gallon over the County cost for fuel; and</li><li>3. The Authority will pay \$60 per hour for vehicle service with subsequent years increasing by 2%; and</li><li>4. The Authority will pay \$34 per month per line for telephone services; and</li><li>5. The Authority will pay an additional \$30 per month in the event that more than 40 parking spaces for our buses is necessary.</li></ol> <p>The Authority has conducted a market analysis of the rates it will pay the County for the various services and determined that it is in the best interest of the Authority to enter into this JSA.</p>
Financial Impact:	The Authority's 2019-2020 Operating Budget provides the necessary funding for this JSA. Future years operating budgets will contain the appropriate funding for the JSA.
Recommendation:	That the Chief Executive Officer or his designee be authorized to perform any actions and execute any documents necessary to carry out the purposes of the JSA.

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## **Resolution: RGRTA 3-2020**

### **AUTHORIZING A JOINT SERVICE AGREEMENT WITH WAYNE COUNTY**

WHEREAS, for several years the Authority, through its subsidiary, RTS Wayne has operated its transportation services out of a facility owned by Wayne County ("County") on Route 31 in Lyons, New York; and

WHEREAS, the Authority and the County have entered into various Joint Service Agreements ("JSA") in furtherance of the RTS Wayne operation pursuant to New York Public Authorities law Section 1299-hh(1); and

WHEREAS, the current JSA is set to expire on February 21, 2020; and

WHEREAS, the Authority and the County wish to enter into a new JSA containing the same essential terms as the current agreement; and

WHEREAS, under the proposed JSA the Authority will rent office space, purchase fuel, store vehicles and hire the County to service Authority vehicles; and

WHEREAS, the terms of the proposed JSA are as follows:

1. The Authority will pay \$6,523 annually for office space; and
2. The Authority will pay \$0.05 per gallon over the County cost for fuel; and
3. The Authority will pay \$60 per hour for vehicle service with subsequent years increasing by 2%; and
4. The Authority will pay \$34 per month per line for telephone services; and
5. The Authority will pay an additional \$30 per month in the event that more than 40 parking spaces for our buses is necessary.

WHEREAS, the Authority has conducted a market analysis to validate that the proposed prices it will pay are fair and reasonable and has determined that entering into the JSA would be in the best interest of the Authority; and

NOW, THEREFORE, BE IT RESOLVED, the Chief Executive Officer or his designee is hereby authorized to enter into a Joint Service Agreement with Wayne County; and

BE IT FURTHER RESOLVED that the Chief Executive Officer or his designee are hereby authorized, 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 February 13, 2020 and that the Resolution is still in full force and effect.

\_\_\_\_\_  
Donald Jeffries, Chairman

Date: February 13, 2020  
Rochester, New York





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## **BOARD OF COMMISSIONERS AGENDA ITEM COVER SHEET**

Board Meeting Date:	February 13, 2020
Presenter:	Christian Mahood
Subject:	Resolution Amending RGRTA 54-2018 for Software Maintenance and Software Licenses of Trapeze Products
Background:	<p>In December 2018, the Board of Commissioners approved Resolution RGRTA 54-2018, which authorized 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 included an amount not to exceed \$386,042 for the Operations Dispatch (OPS Dispatch) software module for the life of the contract. Pursuant to Public Authorities Law, the contract was subsequently approved by the New York State Office of the State Comptroller (OSC).</p> <p>As part of the proposed Reimagine RTS project, the Authority anticipates hiring approximately sixty (60) additional small vehicle operators who will need to be added to and managed within the OPS Dispatch software module. The maintenance fee for the OPS Dispatch software module covers up to 325 employees, therefore there is a corresponding increase in the maintenance costs for this specific software module.</p>
Financial Impact:	<p>The additional cost to add approximately sixty (60) operators is \$6,462. The revised amounts for the remaining three years of the contract based on contract terms are as follows: FY21-22: \$7,260; FY22-23: \$7,478; and FY23-24: \$7,703.</p> <p>This is a net increase of \$28,903 to the life of the contract, which brings its revised value to \$1,708,984. The pricing for these new small vehicle operators is reflected in Attachment A. Funding for this contract will be provided for in future operating budgets of the Authority.</p>
Recommendation:	That the Chief Executive Officer or his designee be authorized to execute an amendment to the Authority's existing contract with Trapeze Inc. for software maintenance. The original amount approved was \$1,680,081 and this adjustment will make the total value \$1,708,984. This contract amendment is subject to review and approval by OSC prior to execution.

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## **Resolution: RGRTA 4-2020**

### **RESOLUTION AMENDING RGRTA 54-2018 FOR SOFTWARE MAINTENANCE AND SOFTWARE LICENSES OF TRAPEZE PRODUCTS**

WHEREAS, in December 2018, the Board of Commissioners approved Resolution RGRTA 54-2018, which authorized a contract with Trapeze, Inc. for software maintenance for all Trapeze Inc. products in an amount not to exceed \$1,680,081. This included an amount not to exceed \$386,042 for the Operations Dispatch (OPS Dispatch) software module for the life of the contract. Pursuant to Public Authorities Law, the contract was subsequently approved by the New York State Office of the State Comptroller (OSC); and

WHEREAS, as part of the proposed Reimagine RTS project, the Authority anticipates hiring approximately sixty (60) additional small vehicle operators who will need to be added to and managed within the OPS Dispatch software module. The maintenance fee for the OPS Dispatch software module covers up to 325 employees, therefore there is a corresponding increase in the maintenance costs for this specific software; and

WHEREAS, the Authority seeks to increase the value of the contract by \$28,903 to an amount not to exceed \$1,708,984. The annual impact of this increase in cost is reflected in Attachment A to this Resolution; and

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

NOW, THEREFORE, BE IT RESOLVED, that the Chief Executive Officer or his designated representative is authorized to execute an amendment to the Authority's contract with Trapeze Inc. for software maintenance. The original amount approved was \$1,680.081 and this adjustment will make the total value \$1,708,984. This contract amendment is subject to review and approval by OSC prior to execution; 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 February 13, 2020 and that the Resolution is still in full force and effect.

---

Donald Jeffries, Chairman

Date: February 13, 2020  
Rochester, New York

## Resolution: RGRTA 4-2020

### RESOLUTION AMENDING RGRTA 54-2018 FOR SOFTWARE MAINTENANCE AND SOFTWARE LICENSES OF TRAPEZE PRODUCTS

#### Attachment A

Product	Term	Proposed Price
OPS DISPATCH SVO	April 1, 2020 - March 31, 2021	\$6,462
	April 1, 2021 - March 31, 2022	\$7,260
	April 1, 2022 - March 31, 2023	\$7,478
	April 1, 2023 - March 31, 2024	\$7,703



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## **BOARD OF COMMISSIONERS AGENDA ITEM COVER SHEET**

Board Meeting Date:	February 13, 2020
Presenter:	David Belaskas
Subject:	Resolution Establishing Rochester Genesee Regional Transportation Authority as Lead Agency and Adopting a Negative Declaration Pursuant to the New York State Environmental Quality Review Act for the RTS Eastman Avenue Connection Hub Project.
Background:	<p>The Authority desires to construct a Connection Hub in the Eastman Avenue area as part of the Reimagine RTS Project. The RTS Eastman Avenue Connection Hub property is located at 1875 Dewey Avenue, Rochester, New York. The Authority is seeking to acquire this property through a purchase offer of a 0.42 acre parcel in the City of Rochester, Monroe County, NY. Following acquisition of the property, the Authority will construct a Connection Hub. The Eastman Avenue Connection Hub will include bus pull off areas, two bus shelters, sidewalk, greenspace and landscaped areas with access from Eastman Avenue.</p> <p>The Authority must comply with the New York State Environmental Quality Review Act ("SEQRA") in planning and developing the Project, which includes determining whether the Project may result in any significant adverse impacts on the environment. The Authority has duly acted as lead agency for purposes of undertaking an uncoordinated review.</p> <p>To identify and assess the environmental impacts of the Project, the Authority's staff and consultant prepared the Environmental Assessment Form ("EAF") as required by SEQRA and has reviewed and considered applicable laws, regulations and guidance and undertaken the appropriate analysis of any potential impacts associated with the Project to identify and assess the potential to result in significant adverse environmental impacts. The staff's analysis and review of the Project did not identify any significant adverse environmental impacts. The Authority determined that the Eastman Avenue Connection Hub Project is an Unlisted Action and conducted an uncoordinated review.</p>
Financial Impact:	There is no financial impact to the Authority.

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Recommendation:

That the Authority declare itself lead agency for the purpose of undertaking an uncoordinated SEQRA review. The Authority finds that the RTS Eastman Avenue Connection Hub will not result in any significant adverse environmental impact and authorize the execution of a Negative Declaration under SEQRA.

## **Resolution: RGRTA 5-2020**

### **RESOLUTION ESTABLISHING THE ROCHESTER GENESEE REGIONAL TRANSPORTATION AUTHORITY AS LEAD AGENCY AND ADOPTING A NEGATIVE DECLARATION PURSUANT TO THE NEW YORK STATE ENVIRONMENTAL QUALITY REVIEW ACT FOR THE RTS EASTMAN AVENUE CONNECTION HUB PROJECT**

WHEREAS, the Rochester Genesee Regional Transportation Authority (the "Authority") proposed to undertake a project that will improve operations in Monroe County by undertaking the RTS Eastman Avenue Connection Hub Project (the "Project"); and

WHEREAS, the Project involves the acquisition of a 0.42-acre property at 1875 Dewey Avenue in the City of Rochester, Monroe County, NY, and construction of a Connection Hub that would include bus pull off areas, two bus shelters, sidewalk, greenspace and landscaped areas with bus access from Eastman Avenue; and

WHEREAS, pursuant to Article 8 of the Environmental Conservation Law, as amended, the New York State Environmental Quality Review Act ("SEQRA") and the regulations adopted pursuant thereto by the New York State Department of Environmental Conservation ("NYSDEC"), being 6 NYCRR Part 617, as amended (the "Regulations"), the Authority desires to comply with SEQRA and the Regulations with respect to the Project; and

WHEREAS, in accordance with the requirements of SEQRA, the Authority completed Part 1 of a Short Environmental Assessment Form ("SEAF") for the Project, undertook an uncoordinated review of the Project, and;

WHEREAS, the Authority had consulted with other potentially involved agencies including the City of Rochester and Monroe County Department of Transportation about the Project; and

WHEREAS, the Authority is mindful of the criteria set forth in Section 617.7 of the Regulations for determining the environmental significance of an action, and

WHEREAS, pursuant to the Regulations, the Authority has considered the significance of the potential environmental impacts of the Project by (1) using the criteria specified in Section 617.7(c) of the Regulations, and (2) examining the SEAF for the Action, including the facts and conclusions in Part 1 of the SEAF, and completing the analyses for Parts 2 and 3 of the SEAF, together with examining other available supporting information, to identify the relevant areas of environmental concern, and (3) thoroughly analyzing the identified areas of relevant environmental concern to assess whether the Project will not, or may, result in a significant adverse environmental impact; and

WHEREAS, the Authority desires to (i) classify the Project under SEQRA, (ii) serve as lead agency for purposes of an uncoordinated review under SEQRA, and (iii) issue a determination of significance for the Project under SEQRA.

NOW, THEREFORE, BE IT RESOLVED, that

1. The Project is subject to SEQRA; and
2. The Action is an Unlisted action; and
3. The Authority has duly acted as lead agency for purposes of undertaking an uncoordinated review with respect to the Project; and
4. In making its determination of significance, the Authority examined all the criteria set forth in Section 617.7 of the Regulations, and evaluated the issues of causation and significance in light of the standards set forth in 617.7; and
5. The Authority hereby accepts, approves, and adopts the completed SEAF Part 1 and Part 2, as set forth in Attachment A hereto; and
6. The reasoning supporting the Authority's findings and ultimate Negative Declaration for the Action is set forth in Attachment B (SEAF Part 3) to this Resolution and is hereby adopted and incorporated by reference into this Resolution.
7. The information available concerning the Project was sufficient for the Authority to make its determination. The Authority has not identified any significant adverse environmental impacts associated with the Action and none are known to the Authority. Therefore, for the reasons identified in Attachment B, the Authority hereby determines that the Action will not have a significant adverse environmental impact and issues a Negative Declaration, and the Authority will not require preparation of an environmental impact statement with respect to the Action; and
8. As a consequence of the foregoing, the Chief Executive Officer of the Authority and/or his designee is authorized to execute Part 3 of the SEAF, and arrange for execution by its preparer, setting forth the Negative Declaration for the Project and to make any filing(s) and publication required by law of the Negative Declaration, including publishing notice of the Negative Declaration in the Environmental Notice Bulletin; and
9. The Authority hereby authorizes that all SEQRA documents and notices, including but not limited to the SEAF and Negative Declaration, are to be maintained in files that are readily accessible to the public and made available upon request, subject only to the limitations established by the Freedom of Information Law; and

BE IT FURTHER RESOLVED, The Chief Executive Officer and/or his designee are hereby authorized, and empowered, 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.

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately.

### **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 February 13, 2020 and that the Resolution is still in full force and effect.

---

Donald Jeffries, Chairman

Date: February 13, 2020  
Rochester, New York



# Short Environmental Assessment Form

## Part 1 - Project Information

### Instructions for Completing

**Part 1 – Project Information.** The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

<b>Part 1 – Project and Sponsor Information</b>			
Rochester Genesee Regional Transportation Authority (RGRTA)			
Name of Action or Project: RTS Connection Hub – 1875 Dewey Avenue			
Project Location (describe, and attach a location map): 1875 Dewey Avenue, Rochester, New York 14615 (see Figure 1)			
Brief Description of Proposed Action: RGRTA has undertaken a program to reimagine its Regional Transit Service (RTS) to promote growth and better meet mobility needs of its customers in Monroe County. As part of the Reimagine RTS program, RGRTA proposes to implement Connection Hubs, which will serve as first/last mile connections that extend the reach of the current fixed route network. The proposed Connection Hubs are envisioned as enhanced bus shelters that will incorporate parking and driving lanes, as appropriate, and will provide links to other transportation modes (e.g., bike-share or bike storage, parking for hired vehicle services, parking for private vans and shuttles, etc.) for customers to complete their journeys beyond the RTS service area. RGRTA proposes to construct a Connection Hub (the project) at 1875 Dewey Avenue, in Rochester, New York (see Figure 1). The project would be constructed in an existing paved parking lot off of Eastman Avenue. The Connection Hub would include bus pull off areas, two bus shelters, a paved sidewalk, and greenspace and landscaped areas. Bus access would be from Eastman Avenue.			
Name of Applicant or Sponsor:		Telephone: (585) 654-0658	
Rochester Genesee Regional Transportation Authority (RGRTA) David Belaskas, P.E., Director of Engineering and Facilities Management		E-Mail: dbelaskas@myrts.com	
Address: 1372 East Main Street			
City/PO: Rochester		State: New York	Zip Code: 14609
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation?			NO
If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			YES
2. Does the proposed action require a permit, approval or funding from any other government Agency?			NO
If Yes, list agency(s) name and permit or approval: Federal Transit Administration (FTA) - Funding			YES
3. a. Total acreage of the site of the proposed action?			0.4 acres
b. Total acreage to be physically disturbed?			0.4 acres
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?			0.4 acres
4. Check all land uses that occur on, are adjoining or near the proposed action:			
5. <input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input checked="" type="checkbox"/> Industrial <input checked="" type="checkbox"/> Commercial <input checked="" type="checkbox"/> Residential (suburban)			
<input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input checked="" type="checkbox"/> Other(Specify): Parking			
<input type="checkbox"/> Parkland			

5. Is the proposed action,	NO	YES	N/A
a. A permitted use under the zoning regulations?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area?	NO	YES	
If Yes, identify: _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. Are public transportation services available at or near the site of the proposed action?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements?	NO	YES	
If the proposed action will exceed requirements, describe design features and technologies: _____ _____	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply?	NO	YES	
If No, describe method for providing potable water: _____ The proposed project does not require potable water. _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities?	NO	YES	
If No, describe method for providing wastewater treatment: _____ The proposed project would not generate wastewater. _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____			

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input checked="" type="checkbox"/> Urban <input type="checkbox"/> Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes,	NO	YES
	<input type="checkbox"/>	<input checked="" type="checkbox"/>
a. Will storm water discharges flow to adjacent properties?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe:	<input type="checkbox"/>	<input checked="" type="checkbox"/>
_____		
_____		
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment:	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
_____		
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe:	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
_____		
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe:	NO	YES
	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<small>Based on a Phase I Environmental Site Assessment (ESA) prepared for the project, a spill was reported at 478 West Road, approximately 260 feet south of the project site, during a tank removal in 1990. The spill report indicated shallow groundwater, and as such, it may have migrated beneath the project site. A Limited Phase II ESA is recommended to confirm and address, as needed.</small>		
<b>I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</b>		
Applicant/sponsor/name: <u>David Belaskas, P.E.</u> Date: <u>02/07/2020</u>		
Signature: <u><i>David Belaskas</i></u> Title: <u>Dir. of Engineering &amp; Facilities Management</u>		



**EASTMAN AVENUE CONNECTION HUB**

**Project Site - Eastman Avenue Connection Hub**

**Figure 1**

Project:

Date:

## ***Short Environmental Assessment Form***

### ***Part 2 - Impact Assessment***

**Part 2 is to be completed by the Lead Agency.**

Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept “Have my responses been reasonable considering the scale and context of the proposed action?”

	<b>No, or small impact may occur</b>	<b>Moderate to large impact may occur</b>
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?		
2. Will the proposed action result in a change in the use or intensity of use of land?		
3. Will the proposed action impair the character or quality of the existing community?		
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?		
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?		
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?		
7. Will the proposed action impact existing:		
a. public / private water supplies?		
b. public / private wastewater treatment utilities?		
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?		
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?		
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?		
11. Will the proposed action create a hazard to environmental resources or human health?		

Project:

Date:

## ***Short Environmental Assessment Form***

### ***Part 3 Determination of Significance***

For every question in Part 2 that was answered “moderate to large impact may occur”, or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.

Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.

---

Name of Lead Agency

---

Date

---

Print or Type Name of Responsible Officer in Lead Agency

---

Title of Responsible Officer

---

Signature of Responsible Officer in Lead Agency

---

Signature of Preparer (if different from Responsible Officer)





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## **BOARD OF COMMISSIONERS AGENDA ITEM COVER SHEET**

Board Meeting Date:	February 13, 2020
Presenter:	Daniel DeLaus
Subject:	Resolution Authorizing the Acquisition of Real Property at 1875 Dewey Avenue in the City of Rochester, Monroe County, NY
Background:	<p>The Authority is seeking to purchase the 0.42 acre parcel located at 1875 Dewey Avenue, City of Rochester, Monroe County, NY. The Authority is proposing to construct the Eastman Avenue Connection Hub, at this location, as part of the Reimagine RTS Project (the "Project"). The Eastman Avenue Connection Hub will include bus pull off areas, two bus shelters, sidewalk, greenspace and landscaped areas.</p> <p>The Authority has obtained an appraisal from an independent third party of the property which concluded that its value is Sixty-Five Thousand Dollars (\$65,000).</p> <p>The Authority is awaiting on action from the Federal Transit Administration on the National Environmental Protection Act (NEPA) before acquisition will occur.</p>
Financial Impact:	The acquisition amount would be \$65,000. The purchase of the 1875 Dewey Avenue, Rochester, NY will be funded with Federal, New York State and Authority funds.
Recommendation:	That the CEO or his designee be authorized to execute any and all documents with Miguel A. Robles to acquire the property at 1875 Dewey Avenue in the City of Rochester, Monroe County.

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## **Resolution: RGRTA 6-2020**

### **RESOLUTION AUTHORIZING THE ACQUISITION OF REAL PROPERTY AT 1875 DEWEY AVENUE IN THE CITY OF ROCHESTER, MONROE COUNTY, NY**

WHEREAS, the Rochester Genesee Regional Transportation Authority (the "Authority") proposed to undertake a project that will improve operations in Monroe County by undertaking the RTS Connection Hub Project (the "Project"); and

WHEREAS, the Project involves the acquisition a 0.42 acre property at 1875 Dewey Avenue in the City of Rochester, Monroe County, NY, construction of a Connection Hub that would include bus pull off areas, two bus shelters, paved sidewalk, and greenspace and landscaped areas with bus access from Eastman Avenue; and

WHEREAS, in connection therewith, the Authority proposes to enter into a Purchase and Sale Agreement with Miguel A. Robles to purchase 0.42 +/- acres of land located at 1875 Dewey Avenue in the City of Rochester, Monroe County (the "Property"); and

WHEREAS, the Authority has obtained an appraisal from an independent third party appraiser that established the fair market value of the property at \$65,000; and

WHEREAS, the Project, including the acquisition of land, will be funded with Federal, New York State and Authority funds; and

WHEREAS, by Resolution RGRTA 5-2020 approved on February 13, 2020, the Authority fulfilled its obligation to comply with the New York State Environmental Quality Review Act ("SEQRA") by conducting and uncoordinated review, establishing itself as the lead agency and issuing a negative declaration with respect to the Project.

NOW, THEREFORE, BE IT RESOLVED, that the Authority consents to the acquisition of the Property located at 1875 Dewey Avenue, in the City of Rochester, Monroe County.

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately.

BE IT FURTHER RESOLVED, that the Chief Executive Officer or his designee is hereby authorized and empowered, 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 February 13, 2020 and that the Resolution is still in full force and effect.

---

Donald Jeffries, Chairman

Date: February 13, 2020  
Rochester, New York



ROCHESTER  
GENESEE REGIONAL  
TRANSPORTATION  
AUTHORITY

**BOARD OF COMMISSIONERS  
AGENDA ITEM COVER SHEET**

Board Meeting Date:	February 13, 2020
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:	RGRTA expects minimal revenue from the sale of the buses, non-revenue vehicle and other assets. RGRTA anticipates that any remaining assets 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.

Our Promise: RTS makes it easy to enjoy your journey.



## **Resolution: RGRTA 7-2020**

### **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 February 13, 2020 and that the Resolution is still in full force and effect.

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Donald Jeffries, Chairman

Date: February 13, 2020  
Rochester, New York

**ATTACHMENT A**

Page 1 of 2

<b><u>Bus #</u></b>	<b><u>Manufacturer</u></b>	<b><u>VIN #</u></b>
RTS Monroe 752	2007 Gillig	15GGD291471077901
RTS Monroe 755	2007 Gillig	15GGD291X71077904
RTS Monroe 756	2007 Gillig	15GGD291171077905
RTS Monroe 760	2007 Gillig	15GGD291191077909
RTS Monroe 761	2007 Gillig	15GGD291571077910
RTS Monroe 766	2007 Gillig	15GGD291471077915
RTS Access 9106	2011 Ford E-350	1FDFE4FS7CDA26793
RTS Access 9310	2013 Ford E-350	1FDEE3FL7DDA36952
RTS Access 9312	2013 Ford E-350	1FDEE3FL1DDA39930
RTS Access A1622	2016 Ford E-350	1FDEE3FL3GDC32004
RTS Genesee 9354	2013 Ford E-450	1FDFE4FS0DDA36096
RTS Livingston 1057	2010 International	1HVBTSKM6AH275638
RTS Livingston 1058	2010 International	1HVBTSKM4AH275637
RTS Livingston 9320	2013 Ford E-450	1FDFE4FSXDDA30919
RTS Livingston 9321	2013 Ford E-450	1FDFE4FS6DDA30920
RTS Livingston 9809	2008 Ford E-350	1FD3E35S88DB56345
RTS Wayne 1060	2010 International	1HVBTSKM6AH275641
RTS Wayne 1062	2010 International	1HVBTSKMXAH275643
RTS Wyoming 9215	2012 Ford E-450	1FDFE4FS4CDA67396
<b><u>Non-Revenue Vehicle #</u></b>	<b><u>Manufacturer</u></b>	<b><u>VIN #</u></b>
RTS Access 22	2008 Chevy Impala	2G1WS583781368488
RTS Access 10	2010 Chevy Impala	2G1WD5EMZA1187280
RTS Wayne 03	2009 Ford Crown Victoria	2FAHP71V39X108926
RTS Wayne 04	2009 Ford Crown Victoria	2FAHP71V39X140470

**ATTACHMENT A**

Page 2 of 2

<b><u>Other Assets</u></b>	<b><u>Make</u></b>	<b><u>Serial #</u></b>
Battery Back Up	APC	iS1246006187
Computer	Hewlett-Packard	2UA530260B
Computer	Hewlett-Packard	2UA1091DD3
Computer	Hewlett-Packard	2UA943214Y
Computer	Hewlett-Packard	11T9WH1
Conference Phone	CISCO	CP-7937G
Monitor	Hewlett-Packard	3CQ101NKL V
Monitor	Hewlett-Packard	3CQ101NJ8X
Monitor	Hewlett-Packard	3CQ113N1X9
Monitor	Hewlett-Packard	3CQ113N1HW
Monitor	Hewlett-Packard	3CQ3471Q9C
Monitor	Hewlett-Packard	3CQ101NKLQ
Monitor	Hewlett-Packard	3CQ101NJ9Z
Monitor	Hewlett-Packard	3CQ21008R5
Printer	Hewlett-Packard	JPRGL30266
Projector	Epson	QU7F230441L
Projector	Epson	QU7F231225L
Projector	Epson	QU7F230497L
Projector	Epson	QU7F230535L
Thin Client	Hewlett-Packard	C8CBB81AE1FB