

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF COMMISSIONERS OF
ROCHESTER-GENESEE REGIONAL TRANSPORTATION AUTHORITY
AND ITS SUBSIDIARIES
March 2, 2017**

A. Roll Call and Determination of Quorum

The meeting was called to order at 12:07pm by Chairman Geoff Astles who determined that a quorum was present.

Present on Roll Call:

➤	County of Monroe	Bill Faber	=	5 votes
	County of Monroe	Don Jeffries	=	5 votes
➤	County of Monroe	Kelli O'Connor	=	5 votes
➤	City of Rochester	Thomas R. Argust	=	2 votes
➤	City of Rochester	Barbara Jones	=	2 votes
➤	City of Rochester	Karen Pryor	=	2 votes
➤	County of Genesee	Paul Battaglia	=	2 votes
	County of Livingston	Milo I. Turner	=	2 votes
➤	County of Ontario	Geoff Astles	=	3 vote
➤	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	Tracie Green	=	<u>0 votes</u>

Total Votes Possible	34
Total Votes Present	27
Votes Needed for Quorum	18

Others Present:

Scott Adair, Chief Financial Officer
Pam Auld, Senior Accountant
Ken Boasi, Director of Scheduling
Tom Brede, Public Information Officer
Maggie Brooks, VP of Strategic Initiatives
Mike Burns, Director of Accounting & Payroll
Bill Carpenter, Chief Executive Officer
David Cook, VP of Procurement
Jay Corey, Director of Maintenance Support Operations
Daniel DeLaus, General Counsel
Mike DeRaddo, Director of Regional Operations
Christopher Dobson, VP of Finance
Justin Feasel, Manager of Purchasing
Brian Fredericks, Senior Accountant

Amy Gould, VP of People
Krystle Hall, Director of People Performance Development
Reggie Hill, Manager of Field Operations
Laura Kenyon, Supervisor of Communications & Marketing
Rusty Korth, VP of Maintenance
Steve Kubiak, Director of Analytics
Jeff Luce, Communication Systems Engineer
Christian Mahood, Director of Information Technology
Scott Masucci, Inventory & Warranty Manager
Megan Morsch, Vice President of Marketing & Customer Service
Jamie Mott, Regional Manager Genesee & Orleans
Sharon Muir-Eddy, Manager of Operating Budget
Joy Pacheco, Community Outreach Manager
Jim Ramos, Director of Transit Center & Field Operations
Kelly Schmidt, Executive Assistant to the CEO
Janet Snyder, Labor Relations Director
Dawn Sywulski, Manager of Contract Administration
James Stack, Executive Director, GTCS
Julie Tolar, Director of Service Planning
Jessica Trichanh, Technical Support Administrator
Miguel Velazquez, Chief Operating Officer

B. Adoption of the Agenda

On motion of Commissioner Faber, seconded by Commissioner Smith, the Agenda was unanimously adopted.

C. Approval of Minutes

On motion of Commissioner Kosmerl, seconded by Commissioner Faber, the following minutes were unanimously approved.

- Quarterly Board Meeting Minutes of February 2, 2017

On motion of Commissioner Battaglia, seconded by Commissioner Argust, the following minutes were unanimously approved.

- RGRTA Compensation Committee Meeting Minutes of February 24, 2017

D. CEO Report

Bill Carpenter, Chief Executive Officer, presented the monthly CEO Report as reflected in the power point presentation, a copy of which is attached to these Minutes.

On motion of Commissioner Smith, seconded by Commissioner O'Connor, 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.

- *Commissioner Pryor asked about the parts' cost and if our buses are wearing out faster and is that why we are spending so much. Scott Adair, Chief Financial Officer, responded that our buses are more complicated to repair and that means they are more expensive to fix. We have advanced our preventative maintenance program and we are replacing more parts as we see wear and tear on them. We are tweaking our budget for parts for 2017-18 based on these findings.*
- *Commissioner Kosmerl asked about the preventative maintenance activity whether it is based on real data and how is it determined that preventive maintenance is required and calculated. Scott Adair, Chief Financial Officer, responded because of the technology of the parts that are being replaced they are costing more to replace and that is based on real time bus information. In 2021-2022 we have a large component of 40' buses that need to be replaced so we are working to make sure that our current buses are lasting 12 years or more. Rusty Korth, VP of Maintenance, also responded that we have a software program, Assetworks, which is our fleet maintenance system so we are able to predict when parts will need to be replaced. A lot of times we don't know when some parts are going to fail because we don't have a history. We now are starting to collect that data and we are able to better budget for our parts.*
- *Commissioner Pryor asked about overtime cost and if that is bus operators. Scott Adair, Chief Financial Officer, stated that yes that is bus operators. In turn we have hired more operators which will be shown in the 2017-2018 budget..*
- *Commissioner Smith asked what is in the other category. Scott Adair, Chief Financial Officer, stated that is primarily utilities.*

On motion of Commissioner Faber, seconded by Commissioner Battaglia, the Financial Report was accepted by unanimous vote.

F. Proposed Resolutions

Resolution for the Adoption of the 2017-20 Comprehensive Strategic Plan and 2017-18 Financial Plan for RGRTA and its subsidiary companies, RGRTA 13-2017

- *Commissioner Battaglia asked about the multi-year budget and noticed that locally generated revenue has dropped down and are we developing a strategy to increase locally generated revenue. Bill Carpenter, CEO, responded that we have a robust*

Business development team to expand those business partnerships. We continue to raise the advocacy voice from the State and Federal level for those revenues as well.

- *Commissioner Jankowski made a comment that this is a solid plan and he wanted to congratulate the team for putting together a financially solid plan.*
- *Commissioner Argust commented that this is a very exciting plan and that the board has been very involved in the process. He asked when we think we will see these new products in transportation coming on line. Bill Carpenter, CEO, responded that this will be an iterative process, these products will be introduced gradually and customers will become accustomed to them. Vanpool, bike sharing, Uber and Lyft are already in the plan for 2017-2020.*
- *Chairman Astles thanked the board for all of their time in this process.*

RGRTA 13-2017: On motion of Commissioner Faber, seconded by Commissioner Argust, the aforementioned Resolution, a copy of which is attached to these Minutes, was unanimously approved.

Resolution Authorizing the Award of a Contract for a Wireless Data System for RTS Monroe & RTS Access, RGRTA 14-2017

- *Commissioner Battaglia asked how long it will take to install all the technology in all the buses. Christian Mahood, Director of Information Technology, responded we will do a pilot in quarter 2 of this fiscal year and once the technology is working as we intended we will then roll it out to the entire fleet and we are hoping that will be complete at the end of this fiscal year.*
- *Commissioner Smith asked about the 75 percent coverage, and if that is because of the equipment or radio tower. Christian Mahood, Director of Information Technology, responded that we do have one 200 foot radio tower on our property that does cover most of our county. But geographically there are areas that it just can't cover with the signal. This solution we are looking at utilizes cell carriers whose network has a higher percentage of coverage in this county. Commissioner Smith also asked about the 54 bid packages that were sent out and only receiving 2 proposals back, is that typical. Christian Mahood, Director of Information Technology, we reached out to a number of technology providers and there were several that felt that this was just not in their wheel house and they could not provide a proposal.*
- *Commissioner White asked if it was the lowest responsive bid and if so what was the difference in criteria used to make the award. Christian Mahood, Director of Information Technology, this company was deemed responsive and the other company was not. Commissioner White then asked what was the criteria that made them non responsive. Christian Mahood, responded there was a requirement that the system needed to integrate with our current CAD/AVL solution and the vendor didn't comply with that requirement of the proposal.*
- *Commissioner Faber asked what is the experience of the company and is the equipment proprietary or could another company work and maintain the equipment. Christian Mahood, Director of Information Technology, responded that Island Tech Services has been in business for 13 years and they have worked with other transit agencies. They are an integrator so they are selling us equipment that we could buy off the shelf, so there is no proprietary component to their hardware. Commissioner Faber asked if our folks*

could be trained on the maintenance. Christian Mahood responded the maintenance yes; the install no, because there are back end components. Commissioner Faber asked what the warranty is. Christian Mahood responded that it is 3 years on the hardware.

- *Commissioner Jankowski asked for the total of the project. Scott Adair, Chief Financial Officer, responded \$1,595,475 and the funds are coming from 100% State allocation. Commissioner Jankowski asked if we are confident that this number is in the ball park since we only had one responsive bid. Christian Mahood responded that we did an independent cost estimate and it was in the \$1.2M range and that did not include software. The vast majority of this is hardware.*
- *Commissioner Kosmerl asked if the software maintenance covers any patches and major revisions. Christian Mahood, Director of Information Technology, responded that yes it covers it 100%.*
- *Commissioner Kosmerl asked if the county will still be using the tower once we do this update. Christian Mahood, Director of Information Technology, stated that the other part of this project is the voice piece and we will be looking at using the County's network.*

RGRTA 14-2017: On motion of Commissioner Battaglia, seconded by Commissioner Faber, the aforementioned Resolution, a copy of which is attached to these Minutes, was unanimously approved.

G. Consent Resolutions

Resolution Endorsing the FFY 2017 Program of Projects for the Urbanized Area and Authorizing the Filing of Applications for Capital Assistance with the United States Department of Transportation and New York Department of Transportation, RGRTA 15-2017

RGRTA 15-2017: On motion of Commissioner Argust, seconded by Commissioner Kosmerl, the aforementioned Resolution, a copy of which is attached to these Minutes, was unanimously approved.

Resolution Authorizing the Execution of a Grant Agreement between RGRTA and the New York State Department of Transportation ("NYSDOT"), RGRTA 16-2017

RGRTA 16-2017: On motion of Commissioner Kosmerl, seconded by Commissioner Pryor, the aforementioned Resolution, a copy of which is attached to these Minutes, was unanimously approved.

Resolution Authorizing the Purchase of Fifteen (15) 40' Transit Buses, RGRTA 17-2017

RGRTA 17-2017: On motion of Commissioner Smith, seconded by Commissioner Faber, the aforementioned Resolution, a copy of which is attached to these Minutes, was unanimously approved.

Resolution Authorizing the Purchase of Type VI Buses for Regionals, RGRTA 18-2017

RGRTA 18-2017: On motion of Commissioner Jankowski, seconded by Commissioner Pryor, the aforementioned Resolution, a copy of which is attached to these Minutes, was unanimously approved.

Resolution Authorizing the Purchase of Type III Buses, RGRTA 19-2017

RGRTA 19-2017: On motion of Commissioner Pryor, seconded by Commissioner Kosmerl, the aforementioned Resolution, a copy of which is attached to these Minutes, was unanimously approved.

H. Calendar

Commissioner Battaglia asked about a date for the next Compensation Committee Meeting. Amy Gould, VP of People, responded that the meeting will be Monday March 6th and a meeting invite will be sent out later today.

Commissioner Kosmerl mentioned on a side note that in the April Consumer Report magazine there is a nice article on Autonomous Vehicles that he suggest the board read.

I. Adjournment

There being no further matters on the adopted Agenda, the regular meeting was adjourned on motion of Commissioner Argust, seconded by Commissioner Faber at 1:33pm.

Respectfully submitted,

Edward W. White, Esq., Secretary

Posted Date: March 16, 2017

CEO Report

Presented by: Bill Carpenter, CEO

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Chief Executive Officer Report

- Miscellaneous

For the 11th consecutive year, the Authority's comprehensive annual financial report (CAFR) for the fiscal year ended March 31, 2016 qualified for a certificate of excellence in financial reporting from GFOA. The certificate is awarded by GFOA when an entity's annual report demonstrates a constructive "spirit of full disclosure" to clearly communicate its financial story.



Government Finance Officers Association

Certificate of Achievement for Excellence in Financial Reporting

Presented to

**Rochester Genesee Regional
Transportation Authority, New York**

For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended

March 31, 2016

A handwritten signature in black ink, reading "Jeffrey R. Enos".

Executive Director/CEO

Visit from Greater Rochester Chamber of Commerce President Bob Duffy

February 17th 2017



Quarterly Employee Meeting

February 23rd 2017



RTS Livingston Employee Appreciation Dinner

March 1st 2017



Miscellaneous

- Participated in conference call for The Bus Coalition
- Attended a Lamar Advertising Update Meeting
- Held Comprehensive Plan Workshops for Commissioners
- Held 2 Customer Open House sessions at the RTS Transit Center
- Participated in an Audio Conference on Legislative & Advocacy Surrounding the First 100 Days of the Administration
- Attended the APTA Transit CEO Conference
- Testified at the Joint Legislative Public Hearing on 2017-18 Executive Budget Proposal for Transportation
- Hosted a Person2Person Alumni Group Meeting
- Met with Wade Norwood, Chief Strategy Officer at Finger Lakes Health Systems Agency
- Participated in an ABBG Committee Call

Financial Report

Presented by: Scott Adair, CFO



RGRTA - Consolidated Budget Status Report - FY 2016-2017
As of 1/31/17 (In Thousands)

Financial Report

	<u>Budget</u> <u>2016-17</u>	<u>FYTD</u> <u>1/31/2017</u>	<u>Projected</u> <u>3/31/2017</u>	<u>Budget</u> <u>Variance</u>
<u>Revenues</u>				
Total Locally Generated *	\$ 30,246	\$ 23,690	\$ 29,412	\$ (835)
Total Government Subsidies	\$ 53,914	\$ 44,798	\$ 53,914	\$ -
Mortgage Tax	\$ 8,290	\$ 8,229	\$ 8,540	\$ 250
Grand Total Revenue	\$ 92,451	\$ 76,717	\$ 91,866	\$ (585)
<u>Expenses</u>				
Personnel				
Salary & Wages	\$ 41,100	\$ 33,800	\$ 41,350	\$ (250)
Fringe Benefits	\$ 26,244	\$ 19,649	\$ 26,116	\$ 127
Total Personnel	\$ 67,344	\$ 53,448	\$ 67,466	\$ (123)
Non-Personnel				
Services	\$ 7,584	\$ 5,089	\$ 7,545	\$ 40
Fuel/Lubricants	\$ 5,809	\$ 3,265	\$ 4,420	\$ 1,389
Parts	\$ 3,402	\$ 3,372	\$ 4,094	\$ (691)
Other	\$ 8,311	\$ 5,644	\$ 8,053	\$ 259
Total Non-Personnel	\$ 25,107	\$ 17,370	\$ 24,110	\$ 997
Grand Total Expenses	\$ 92,451	\$ 70,819	\$ 91,577	\$ 874
Net Income/Deficit From Operations & Subsidies	\$ -	\$ 5,898	\$ 289	\$ 289

* Use of OPEB reserve was budgeted at \$750,000; the amount included in the projected 3/31/2017 column is \$750,000.

Resolution: RGRTA 13-2017

ADOPTION OF THE 2017-20 COMPREHENSIVE STRATEGIC PLAN AND 2017-18 FINANCIAL PLAN FOR RGRTA AND ITS SUBSIDIARY COMPANIES

WHEREAS, on March 2, Bill Carpenter, Chief Executive Officer, submitted to the Board of Commissioners (hereinafter the "Board") the proposed 2017-20 Comprehensive Strategic Plan for the Rochester Genesee Regional Transportation containing the proposed Strategic Plan, Operating Initiatives, Financial Plan and Performance Measurements for RGRTA and its subsidiary companies for the fiscal year ending March 31, 2018; and

WHEREAS, Board members have had sufficient opportunities to review the document, ask questions, and obtain additional information, as they deem appropriate; and

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby approves the proposed 2017-20 Comprehensive Strategic Plan. The Comprehensive Strategic Plan contains the Strategic Plan, Operating Initiatives, Financial Plan and Performance Measurements for fiscal year 2017-18; for RGRTA and its subsidiary companies; and further authorizes that the Capital Reserve fund receive up to Two Million Seven Hundred Nineteen Thousand Eight Hundred Ninety Five Dollars (\$2,719,895); said funds to be transferred from (1) available Unrestricted Net Assets in the amount of Five Hundred Thousand Dollars (\$500,000), (2) the total consolidated budgeted depreciation expense for fiscal year 2017-18 of One Million Eight Hundred Seventy Eight Thousand Two Hundred Dollars (\$1,878,200), and (3) the total debt service payment for the RTS Transit Center internal borrowing in the amount of Three Hundred Forty One Thousand Six Hundred Ninety Five Dollars (\$341,695).

CERTIFICATION

The undersigned hereby certifies that the above is an excerpt from the Minutes of a Regular Meeting of the Rochester-Genesee Regional Transportation Authority, which was held on March 2, 2017 and that the Resolution is still in full force and effect.

Geoffrey Astles, Chairman

Date: March 2, 2017
Rochester, New York

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





Resolution Adopting the 2017-20 Comprehensive
Strategic Plan and 2017-18 Financial Plan
for RGRTA and its Subsidiary Companies

RGRTA 13-2017

*Presented by Bill Carpenter, Chief Executive Officer
Scott Adair, Chief Financial Officer*

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Comprehensive Plan Overview





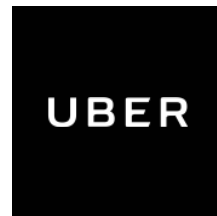
OUR GOAL
for the next 10 years:

Sustainable Growth:
A public transit system that people
can build their lives around.

Our 3 year plan positions the Authority to be ready
for emerging transportation trends/options and
proactively influence how these changes
will impact the community



Emerging Technologies & Mobility Options



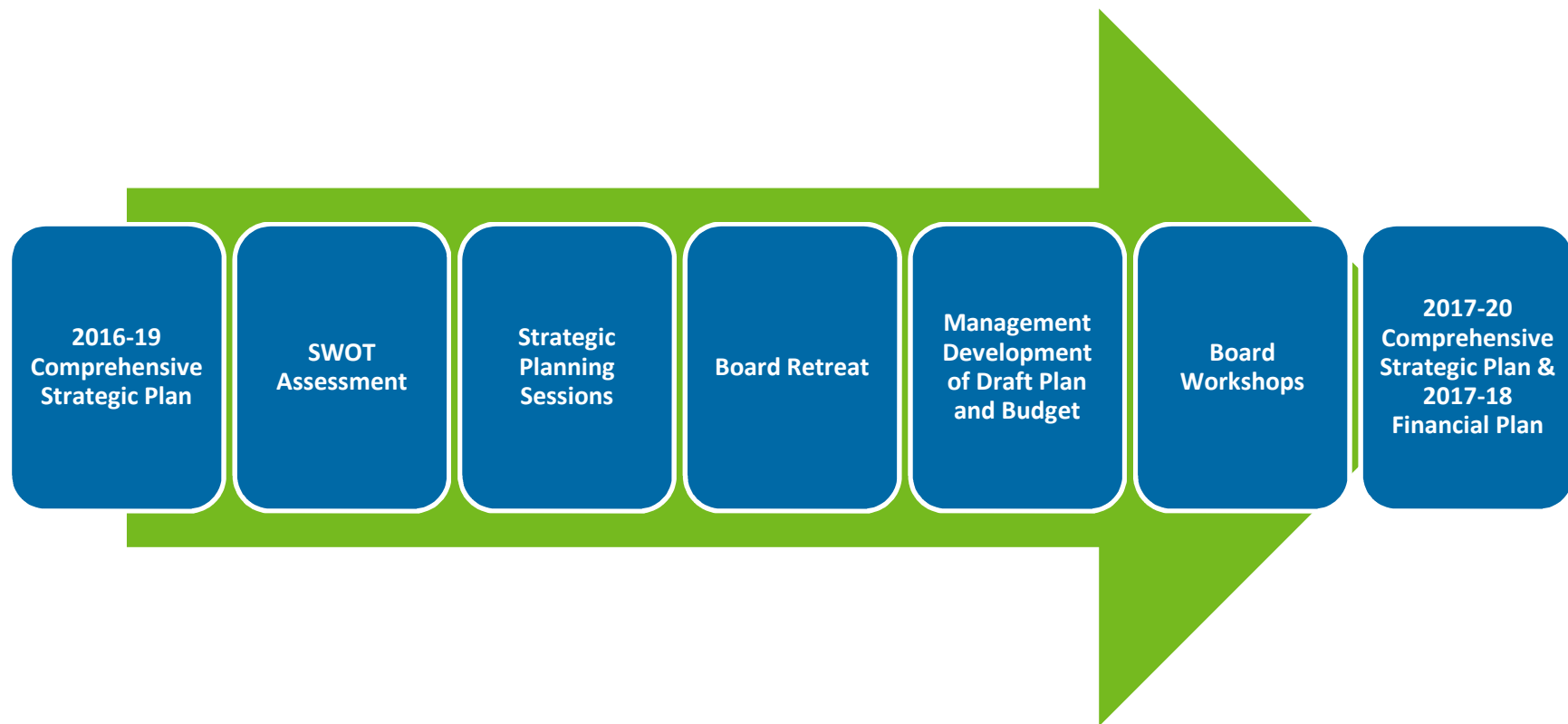
More than 38 Ridesharing companies around the world



Our Collaborative Planning Process

- **3 year horizon (2017 – 2020)**
 - Builds on prior plans and progress to date
- **Input from all RGRTA stakeholders; facilitated by an outside partner**
 - Internal assessment against 2016 Strategic Framework
 - Organization-wide SWOT analysis with employees (July 2016)
 - Market Research: Customers and business partners
 - ABBG Benchmark comparisons
 - Facilitated off-site planning session
 - Customer feedback gathered throughout the year

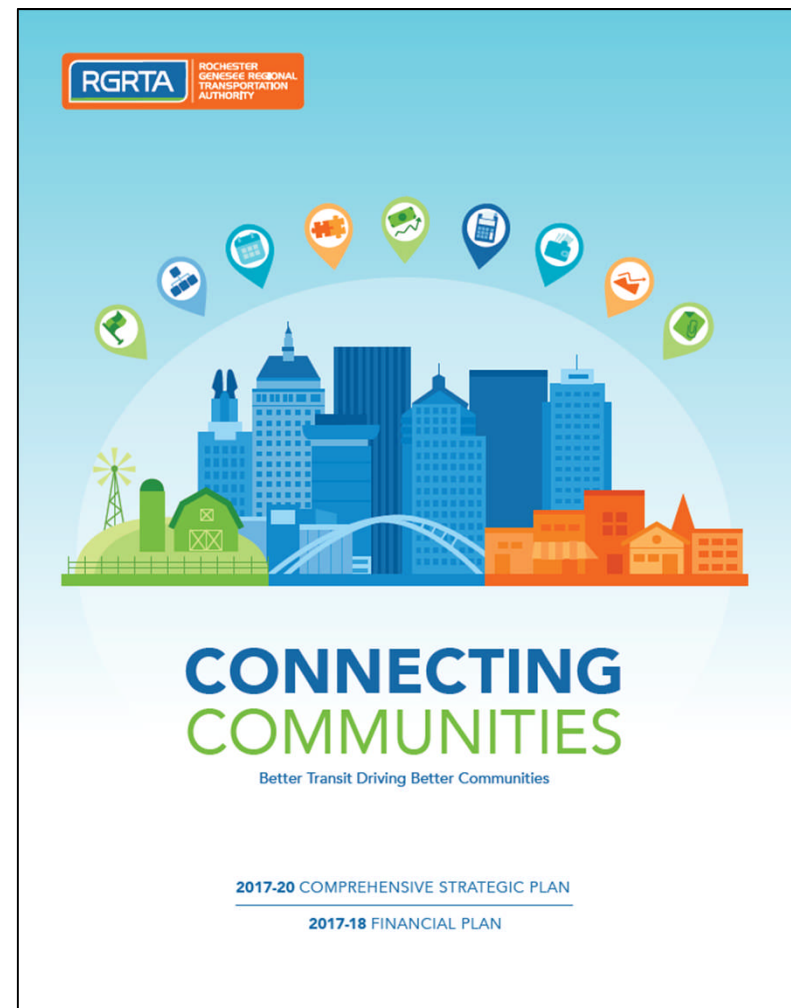
Comprehensive Plan Development





Theme

- Connecting Communities
- Tag line
Better transit driving better communities



Connecting Communities

2016-2017

- Last year we focused on stakeholder meetings and improved CRM technology to better hear and understand what our customers need so we can serve them better.



2017-2018

- Now we are focused on making the improvements in our Regional systems that stakeholders have asked for. We will also initiate a redesign of the RTS Monroe system driving to a better community.



Mission, Vision & Values

- **Our MISSION**

We are our community's provider and partner for safe, reliable, and convenient public transportation that people can build their lives around.

- **Our VISION**

The Preferred Transportation Choice.

- **Our VALUES**

Integrity

Respect

Diversity & Inclusion

Engagement & Collaboration

Service Excellence

Performance Focus





Our Core Service:

**Safe, reliable, convenient public transit;
\$1 fare through FY 2017-18**

To fulfill this commitment, we must:

- Constantly evaluate and improve internal operations to lower costs
- Deliver convenient, reliable service and work to exceed customer expectations
- Retain current and acquire new business partners to grow our revenue

Plan Assumptions

- Funding Trends
 - Long-term federal highway bill
 - Stable State funding
- Demographics & Population Trends
- Business, Higher Education & Employment Trends
- Need for Regional Connectivity
- Workforce & Succession Planning
- Multi-year agreement with RCSD
- Emerging technologies and mobility options

Base Strategy

We are Customer Focused in every market we serve.

Focused on:

- Transit Dependent
- Transit to Jobs
- College Students
- Older Adults
- Mobility Impaired
- Millennials



Plan Highlights

- Annual and multi-year initiatives focused on 5 key areas of strategic focus
- Critical success indicators identified
- Progress monitored through TOPS Performance Measurement System
- Current fare structures maintained thru FY 2017-18
- Ridership trends continue
- Maintain our business model and private sector mindset
- Strategic involvement in regional initiatives.



Plan Highlights (continued)

Operating Budget:

- Projected 3.6% spending growth
- Projected deficit was closed without the use of any reserves

Multiyear Budget:

- The Authority has adequate fiscal resources to achieve its goals and balance the operating budget through FY 2020-21

Capital Budget:

- Six-Year Capital Improvement Plan is fully funded and fiscally constrained



Key Strategies

1. Ensure Financial Sustainability
2. Grow Ridership & Customer Satisfaction
3. Deliver Quality Service & Improve Performance
4. Engage Employees in Delivering on Our Brand Promise
5. Modernize our Infrastructure



Operating Plan & Initiatives



Financial Sustainability

**We manage our finances to be
successful for the near
and long-term**

Tactics: Financial Sustainability

Enterprise Data Warehouse:

- Phased deployment of data warehouse continues to facilitate analysis and reporting of actionable data.

Capital Asset Plan:

- Complete development of 10-year Capital Asset Planning process based on 'state of good repair' requirements of current asset inventory and conservative expansion forecasts.

Cost Containment:

- Ensure cost containment of various insurance costs through analysis of historical data/trends and implementing best practices.



Grow Ridership & Customer Satisfaction

We actively engage with our customers and our communities to maximize the number of customers we serve and their satisfaction with our products.



Tactics: Grow Ridership & Customer Satisfaction

Regional Service Improvements:

- Begin phased implementation of select cost-neutral recommendations from the Regional Service Efficiency Study.

RTS Monroe Route Redesign:

- Hire a consultant to study the feasibility of a redesign of the RTS route structure in Monroe County to improve service and address new challenges and demands.

Fare Collection Strategy:

- Develop a fare collection strategy to implement innovative technologies that will improve boarding times, increase customer satisfaction and grow ridership.

Tactics: Grow Ridership & Customer Satisfaction (Continued)

Vanpool & Bike Share Products:

- Establish partnerships to develop and implement Vanpool and bike share products.

MCC's New Downtown Campus:

- Develop new service model to ensure student access to MCC's new downtown campus.

Strategic Initiatives:

- Support the work of RMAPI and FLREDC to improve access to jobs and sustainability of economic development efforts.



Deliver Quality Service & Improve Performance

**We design and deliver reliable,
cost-effective products consistent with
our brand promise.**



Tactics: Deliver Quality Service & Improve Performance

Workplace Efficiencies:

- Continue effort to strengthen existing operational processes and implement new processes using the 5S workplace organization method.

Maintenance Technical Training Program:

- Develop and deploy basic electronics, circuits, cooling systems, and emissions training modules for RTS Monroe, RTS Access and RTS Ontario.



Tactics: Deliver Quality Service & Improve Performance (Continued)

Reduction of Change-offs:

- Analyze, implement and measure maintenance improvements that result in the reduction of change-offs.

New Bus Stop Signs:

- Replace all bus stop signs in the RTS Monroe system to improve the customer experience.



Engage Employees in Delivering on Our Brand Promise

**Engaged employees enthusiastically
embrace our mission and do their best to
serve our customers.**



Tactics: Engage Employees in Delivering on Our Brand Promise

Training Program:

- Expand training program to enhance engagement, consistency, performance, and efficiency among the workforce.

C.A.R.E. Program:

- Promote greater awareness and understanding of C.A.R.E. employee recognition program among all employees.

Diversity & Inclusion:

- Increase awareness and understanding of the benefits of diversity and inclusion to better serve our employees, customers and the community.



Modernize Our Infrastructure

Ensure that RGRTA is well positioned in terms of the required facilities, equipment, and technologies to provide public transportation in our community for current and future generations.



Tactics: Modernize our Infrastructure

Radio/Bus Data Platform:

- Install new radio and bus data communications platform to improve quality of service.

RTS Facilities:

- Progress and / or Complete Construction:
 - RTS Campus Improvement Project
 - Regional Properties



Regional Facility Projects

	Environmental Complete	Design Complete	Construction Complete
RTS Genesee	Q4 2017	Q4 2018	TBD
RTS Livingston	Complete	Q1 2017	Q4 2017
RTS Orleans	Complete	Complete	Q2 2018
RTS Seneca	Q2 2017	Q2 2018	Q4 2019
RTS Wyoming	Complete	Q4 2017	Q4 2018




Performance Measurements

Transit Organization Performance Scorecard (TOPS)

measures, monitors, & reports “critical to success” metrics.

- FPI: Financial Performance Index
 - End of Year Net Income (Deficit)
- CSI: Customer Service Index
 - Net Promoter Score (NPS)
- SPI: Service Performance Index
 - On-Time Performance (OTP)
- EEI: Employee Engagement Index
 - Employee Engagement, Satisfaction

 TOPS TRANSIT ORGANIZATION PERFORMANCE SCORECARD			
KET RESULT AREAS	SUCCESS INDICATORS	GOAL POINTS	
		Q1 & Q3	Q2 & Q4
Financial Sustainability	End of Year Net Income	40	40
Customer Satisfaction	Net Promoter Score (NPS)	30	25
Service Quality	On-time Performance	30	25
Employee Engagement	Employee Survey & Satisfaction Score	0	10
		GOAL 100	GOAL 100

Measuring Employee Engagement

- Employee Engagement is the only TOPS metric to be changed in the plan
 - Current measurement (FY 2016-17):
 - Measured in Q2, Q4 by three metrics:
 - Participation, Satisfaction, Engagement
 - New measurement (FY 2017-18):
 - Measured in Q2, Q4 by two metrics:
 - Satisfaction, Engagement*

* We will continue to track and report on Participation



2017-18 Financial Plan





Operating Budget

Summary FY 2016-17 & 2017-18

<i>millions</i>	2016-17	2017-18	Change	% Change
REVENUES				
Locally Generated	\$30.2	\$29.8	\$(0.5)	-1.5%
Governmental Subsidies	53.9	55.4	1.5	2.8%
Mortgage Recording Tax	8.3	10.6	2.3	27.3%
TOTAL REVENUES	92.5	95.8	3.3	3.6%
EXPENSES				
Personnel	\$67.3	\$69.8	\$2.4	3.6%
Non-Personnel	25.1	26.0	0.9	3.6%
TOTAL EXPENSES	92.5	95.8	3.3	3.6%
Net Income (Deficit)	\$ --	\$ --	\$ --	
Appropriated Working Capital	\$ --	\$ --	\$ --	
Net Income (Deficit)	\$ --	\$ --	\$ --	



Multi-Year Budget

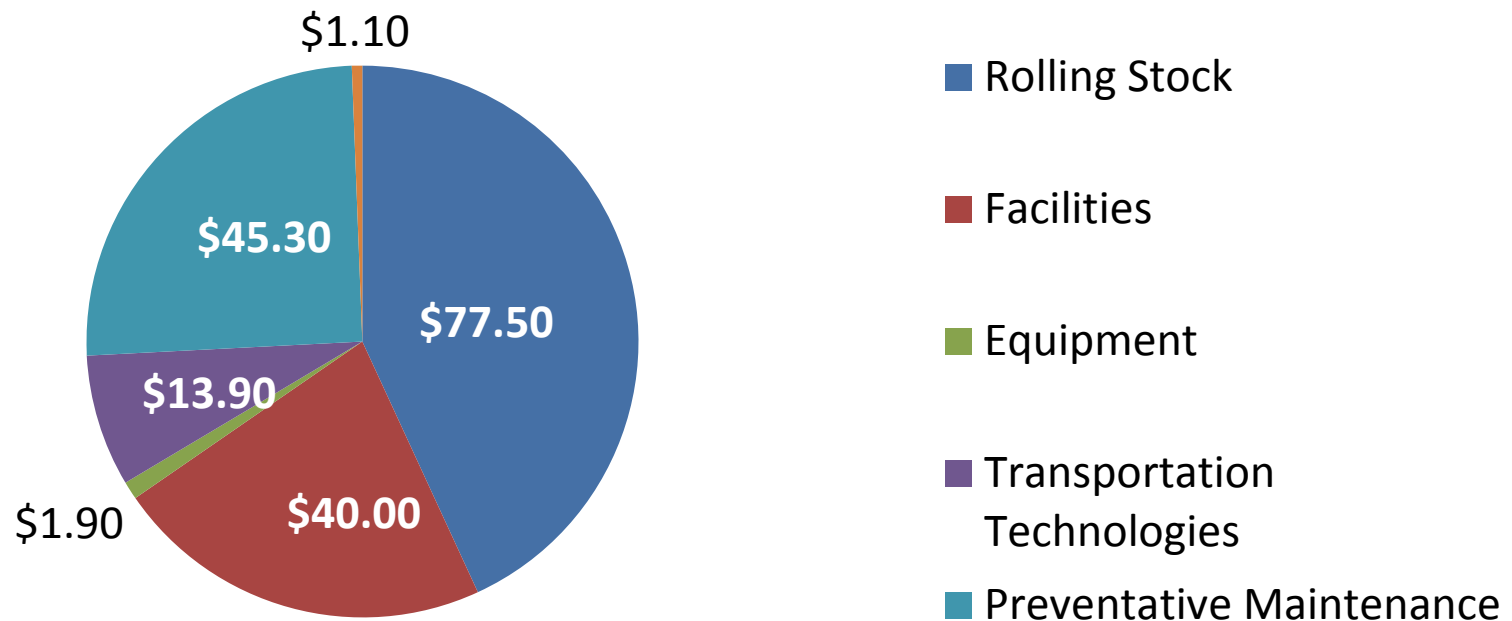
Consolidated Projection FY 2017-18 to 2020-21

<i>Millions</i>	Budget 2016-17	Projection 2017-18	Projection 2018-19	Projection 2019-20	Projection 2020-21
TOTAL REVENUES	\$92.5	\$95.8	\$91.0	\$91.8	\$92.8
TOTAL EXPENSES	\$92.3	\$95.8	\$101.0	\$106.8	\$113.1
Net Income (Deficit) From Operations & Subsidies	\$ 0.3	\$ (0.0)	\$(10.0)	\$(15.0)	\$(20.3)
Estimated Available Unrestricted Net Assets EOY	\$26.3	\$26.3	\$16.3	\$1.3	\$(19.0)



Six Year Capital Improvement Plan

Use of Funds by Objects of Expense: \$179.7 Million



Summary

As we continue knowing our customers better to serve them better, we now shift our focus to providing better transit to drive better communities. Demands are changing and new technologies and mobility options are emerging. In order to be the preferred transportation choice we need to change how we serve our customers. We plan to do this by:

- Improving route productivity and connectivity in the Regionals;
- Studying the feasibility of a system redesign for RTS Monroe;
- Progressing the infrastructure and technology systems used by employees and customers;
- Strengthening our engagement with employees, customers and stakeholders;
- All while responsibly managing our finances.



Recommendation

- That the Board of Commissioners approve the proposed 2017-20 Comprehensive Strategic Plan. The Comprehensive Strategic Plan contains the Strategic Plan, Operating Initiatives, Financial Plan and Performance Measurements for fiscal year 2017-18 for RGRTA and its subsidiary companies.



ROCHESTER
GENESEE REGIONAL
TRANSPORTATION
AUTHORITY

**BOARD OF COMMISSIONERS
AGENDA ITEM COVER SHEET**

Board Meeting Date:	March 2, 2017
Presenter:	Christian Mahood
Subject:	Resolution Authorizing the Award of a Contract for a Wireless Data System for RTS Monroe & RTS Access
Background:	<p>The Authority seeks to engage an outside contractor to provide a robust, reliable, high bandwidth, secure data system for all RTS Monroe and RTS Access revenue and non-revenue vehicles as well as fixed digital signage in Monroe County. This new data system will be integrated with RGRTA's current CAD/AVL system.</p> <p>The Authority sought proposals by issuing a Request for Proposals (RFP) and publicly advertising it in the <u>New York State Contract Reporter</u> on October 31, 2016, the <u>Rochester Business Journal</u> on November 11, 2016 and the <u>Minority Reporter</u> on November 15, 2016.</p> <p>Fifty-four (54) copies of the RFP were distributed and two (2) proposals were received.</p> <p>The firms submitting proposals were:</p> <ol style="list-style-type: none">1.) Integration Partners, headquarters in Lexington MA, with offices in New York, New Jersey, and Indiana.2.) Island Tech Services, headquarters in Ronkonkoma, NY with office in Massachusetts and New Jersey. <p>Authority staff reviewed the proposals based on the experience of the firm, the software/system capabilities offered, and quality of the hardware/feature-set.</p> <p>Based upon a thorough evaluation of the proposals using the above criteria, the Authority determined that Island Tech Services submitted the strongest and most favorable proposal</p>

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	that was responsive to the Authority's specifications. The Authority has determined that the pricing proposed by Island Tech Services is fair and reasonable and that the firm appears to be a responsible bidder.
Financial Impact:	The total cost of for the hardware, software and maintenance for the data system replacement project is \$1,336,475. In addition, the implementation services for this project are estimated at \$183,000. It is recommended that this project contain contingency of \$76,000 (approximately 5%) be established for justified change orders on the project. These items bring the total authorization up to \$1,595,475. This project will be funded entirely by New York State.
Recommendation:	That the Chief Executive Officer or his designee be granted authority to enter into a contract with Island Tech Services for the purchase of hardware, software, software maintenance and implementation services proposed in the firm's response; the three year software maintenance agreement also contains two single year (optional) renewals.

Resolution: RGRTA 14-2017

**AUTHORIZING THE AWARD OF A CONTRACT FOR A
WIRELESS DATA SYSTEM FOR RTS MONROE & RTS ACCESS**

WHEREAS, the Rochester Genesee Regional Transportation Authority (the "Authority") seeks to engage an outside contractor to provide a robust, reliable, high bandwidth, secure data system for all RTS Monroe and RTS Access revenue and non-revenue vehicles as well as fixed digital signage in Monroe County. This new data system will be integrated with RGRTA's current CAD/AVL system; and

WHEREAS, The Authority sought proposals by issuing a Request for Proposals (RFP) and publicly advertising it in the New York State Contract Reporter on October 31, 2016, the Rochester Business Journal on November 11, 2016 and the Minority Reporter on November 15, 2016; and

WHEREAS, Fifty-four (54) copies of the RFP were distributed and two (2) proposals were received; and

WHEREAS, Authority staff reviewed the proposals based on the experience of the firm, the software/system capabilities offered, and quality of the hardware/feature-set. Based upon a thorough evaluation of the proposals using the criteria, the Authority determined that Island Tech Services submitted the strongest and most favorable proposal that was responsive to the Authority's specifications; and

WHEREAS, the Authority has determined that the pricing proposed by Island Tech Services is fair and reasonable and that the firm appears to be a responsible bidder.

NOW, THEREFORE, BE IT RESOLVED, That the Chief Executive Officer or his designee be granted authority to enter into a contract with Island Tech Services for the purchase of hardware, software, and software maintenance proposed in the firm's response at a total cost of \$1,336,475; the software maintenance agreement is for three years and contains two single year (optional) renewals; and

BE IT FURTHER RESOLVED, that the Chief Executive Officer or his designee be granted authority to enter into a contract for the installation of the various components of the data systems based on the proposal at a total cost of \$183,000; and

BE IT FURTHER RESOLVED, that the Chief Executive Officer or his designee be granted authority to establish justified change orders on the project totaling \$76,000, bringing the total authorization up to \$1,595,475. This project will be funded entirely by New York State; 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 the Regular Meeting of the Rochester Genesee Regional Transportation Authority, which was held on March 2, 2017 and that the Resolution is still in full force and effect.

Geoffrey Astles, Chairman

Date: March 2, 2017
Rochester, New York



Importance of Data System

- RTS has always had the need to communicate with buses on the road.
- For almost 20 years we have also been able to track the location of the buses.
- Our Main Street Campus communicates via voice and data to the buses using systems installed 30+ years ago.
- Our current radio and data systems are beyond their useful life. Parts are only available from other locations that are scrapping their equipment or through 3rd party refurbished components.
- The purpose for this project is to install current technology systems that will improve coverage and reliability. The new system will provide the foundation for new features as we implement our technology roadmap.

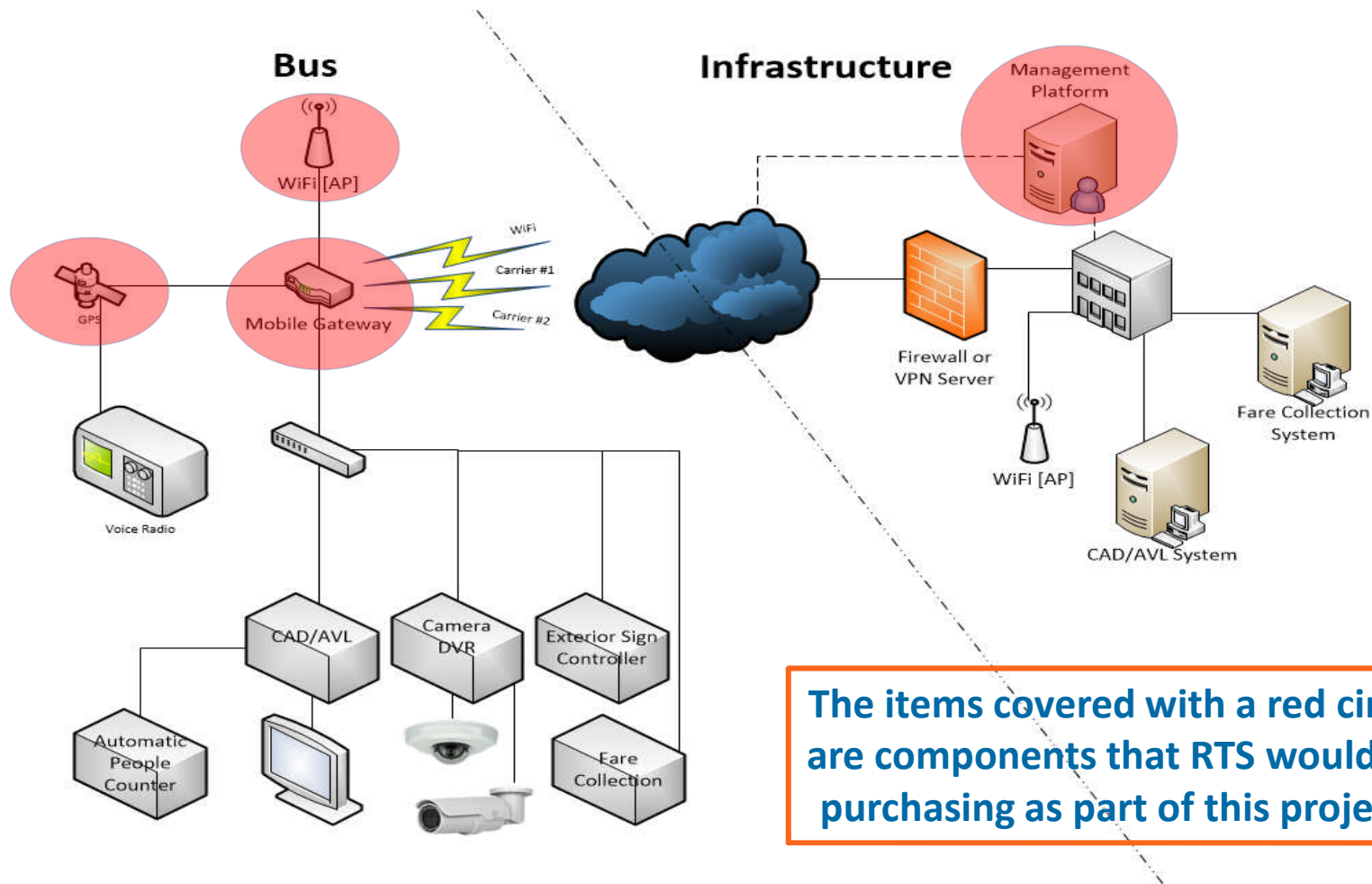


Current State Limitations

- Current location of each bus is only available once every 1-2 minutes.
- Data system's coverage is limited - approximately 75% of the county's geographical area has coverage.
- We are unable to progress our technology roadmap because of the old style technology (UHF) versus current communication protocols.



REGIONAL TRANSIT SERVICE





Project Benefits and Improvements

- Improves update frequency for Where's My Bus App/Texting
- Improved data coverage in county for 97%+
- Enables versatility for future Technology Roadmap project integrations to the bus fleet.
- Builds infrastructure capability option for WiFi.
- 2-Way data communication with our CAD/AVL System
 - Frequency of 10-15 seconds.
 - Enables capability for real-time Vehicle Health Monitoring
- Rollout in Q2-Q4 of 2017-2018



Bid Information

- Request for Proposals (RFP) publicly advertised in the New York State Contract Reporter on October 31, 2016, the Rochester Business Journal on November 11, 2016 and the Minority Reporter on November 15, 2016.
- Fifty-four (54) copies of the RFP were sent out and two (2) bid responses were received and opened on January 10, 2017.
- Recommended Firm: Island Tech Services
- Authority staff conducted a thorough evaluation of the proposals and concluded that Island Tech Services submitted a responsive proposal that meets the needs of the Authority. Authority staff reviewed the proposals based on the experience of the firm, the software/system capabilities offered, and quality of the hardware/feature-set.



Recommendation

That the Chief Executive Officer or his designee be granted authority to enter into a contract with Island Tech Services for the purchase of hardware, software, software maintenance and implementation services proposed in the firm's response; the three year software maintenance agreement also contains two single year (optional) renewals.



**ROCHESTER
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TRANSPORTATION
AUTHORITY**

**BOARD OF COMMISSIONERS
AGENDA ITEM COVER SHEET**

Board Meeting Date:	March 2, 2017
Presenter:	Scott Adair
Subject:	Endorsing the FFY 2017 Program of Projects for the Urbanized Area and Authorizing the Filing of Applications for Capital Assistance with the United States Department of Transportation and New York State Department of Transportation.
Background:	<p>In accordance with Federal regulations, RGRTA is required to annually adopt a Program of Projects ("POP"). The POP as developed through the Authority's capital planning process represents those projects for which the Authority intends to seek federal funding for a particular Federal Fiscal Year for the urbanized area. The proposed resolution being offered to the Board of Commissioners is for Federal Fiscal Year 2017.</p> <p>The resolution endorses a POP and authorizes staff to conduct a public hearing at which any interested party can offer comments. Comments can also be submitted via the US Postal Service. Any comments that are received at the public hearing will be shared with the Commissioners at a subsequent meeting of the Board for its consideration. In the event that no comments are received, the proposed POP automatically becomes the final POP.</p> <p>Thereafter, as authorized by this resolution the Authority staff will file and execute both Federal and New York State grant applications and subsequent grant agreements.</p>
Financial Impact:	The capital projects listed in the POP require a 10 percent RGRTA match which is funded from the capital reserve fund. The resolution includes budgets for each of the projects with the respective Federal and non-federal matches.
Recommendation:	That the Authority endorse the POP, authorize a public hearing, and adopt the proposed POP as the final POP if no comments are received at the public hearing. Further, authorize the filing and execution of both Federal and New York State grant applications and subsequent grant agreements.

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Resolution: RGRTA 15-2017

ENDORISING A FFY 2017 PROGRAM OF PROJECTS FOR THE URBANIZED AREA AND AUTHORIZING THE FILING OF APPLICATIONS FOR CAPITAL ASSISTANCE WITH THE UNITED STATES DEPARTMENT OF TRANSPORTATION AND NEW YORK STATE DEPARTMENT OF TRANSPORTATION

WHEREAS, the United States Secretary of Transportation is authorized to make grants for mass transportation projects; and

WHEREAS, the Rochester Genesee Regional Transportation Authority (the "Authority") is seeking to submit grant applications for mass transportation projects to the Secretary of Transportation; and

WHEREAS, the Authority is required to develop a Program of Projects that lists the projects the Authority seeks to implement and to make the Program of Projects available for public review and comment; and

WHEREAS, the grant for financial assistance will impose certain obligations upon the Authority, including a provision requiring the funding of a local share of the cost of the Program of Projects; and

WHEREAS, it is required by the United States Department of Transportation in accordance with the provisions of Title VI of the Civil Rights Act of 1964, as amended, that in connection with the filing of an application for assistance, the applicant give an assurance that it will comply with Title VI of the Civil Rights Act of 1964 and the United States Department of Transportation thereunder; and

WHEREAS, it is the goal of the Authority that disadvantaged business enterprises be utilized to the fullest extent possible in connection with these projects, and that definite procedures be established and administered to ensure that disadvantaged businesses shall have the maximum feasible opportunity to compete for contracts when procuring construction, supplies, equipment, or consultant and other services.

NOW, THEREFORE, BE IT RESOLVED by the Authority that:

1. The attached proposed Program of Projects is endorsed by the Authority for the use of Section 5307 & Section 5339, funds made available by the Federal Transit Administration for federal fiscal year 2017.
2. The Chief Executive Officer or his designee is authorized to publish a Notice of Public Hearing, inviting the public and private transportation providers to comment upon the application and hold such hearing. If no comments are received in response to this Public Hearing, the proposed Program of Projects shall become the Authority's final Program of Projects.
3. The Chief Executive Officer or his designee is authorized to execute and file and/or amend any necessary application on behalf of the Authority for matching funds or supplemental funding for this Program of Projects with the United States Department of Transportation and the New York State Department of Transportation.

4. The Chief Executive Officer or his designee is authorized to execute and file with such applications, and assurance or any other document required by the United States Department of Transportation effectuating the purpose of Title VI of the Civil Rights Act of 1964.
5. The Chief Executive Officer or his designee is authorized to furnish such additional information as the United States Department of Transportation or the New York State Department of Transportation may require in connection with the applications for this Program of Projects and/or the amended Program of Projects.
6. The Chief Executive Officer or his designee is authorized to set forth and execute affirmative disadvantaged business policies in connection with the Program's procurement needs.
7. The Chief Executive Officer or his designee is authorized to execute grant contract agreements, amendatory or supplemental grant contract agreements, and related documents on behalf of the Authority with the United States Department of Transportation, Federal Transit Administration and the New York State Department of Transportation for aid in the financing of the elements of the Program of Projects.
8. The non-federal share of this Program of Projects will be derived from New York State legislated programs, from local constituent governments as required by State law and from the Authority.
9. 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.
10. This Resolution shall apply, in its entirety, to this Program of Projects, as approved by the Authority's Board for execution.

CERTIFICATION

The undersigned hereby certifies that the above is an excerpt from the Minutes of a Regular Meeting of the Rochester-Genesee Regional Transportation Authority, which was held on March 2, 2017 and that the Resolution is still in full force and effect.

Geoffrey Astles, Chairman

Date: March 2, 2017
Rochester, New York

ROCHESTER GENESEE REGIONAL TRANSPORTATION AUTHORITY
Proposed Program of Projects - FFY 2017

Project Description	FFY 2017 Allocation & Prior Unobligated Funds (Federal Share)		FFY 2017 Non-Federal Share	Total Estimated Project Funding
	5307	5339		
Preventive Maintenance	\$ 8,711,689	\$ -	\$ 2,177,922	\$ 10,889,611
Associated Transit Improvements	\$ 114,458	\$ -	\$ 28,614	\$ 143,072
Replace 10 Paratransit Buses	\$ 701,563	\$ -	\$ 175,391	\$ 876,954
Replace 18 Transit Buses	\$ 5,192,671	\$ 1,736,077	\$ 1,732,187	\$ 8,660,935
RTS Maintenance Warehouse & Service Building Design	\$ 80,000	\$ -	\$ 20,000	\$ 100,000
On-Board Voice & Data Systems Replacement	\$ 171,440	\$ -	\$ 4,028,560	\$ 4,200,000
Transit Center Improvements	\$ 318,140	\$ -	\$ 79,535	\$ 397,675
Fare Collection Improvements Design	\$ 80,000	\$ -	\$ 20,000	\$ 100,000
RTS Access Campus Improvements	\$ 160,000	\$ -	\$ 40,000	\$ 200,000
Tow Truck Replacement	\$ 320,000	\$ -	\$ 80,000	\$ 400,000
Updated Office Productivity Software	\$ 77,060	\$ -	\$ 19,265	\$ 96,325
RTS Campus Improvement Project	\$ 1,648,000	\$ -	\$ 412,000	\$ 2,060,000



ROCHESTER
GENESEE REGIONAL
TRANSPORTATION
AUTHORITY

BOARD OF COMMISSIONERS AGENDA ITEM COVER SHEET

Board Meeting Date:	March 2, 2017
Presenter:	Scott Adair
Subject:	Resolution Authorizing the Execution of a Grant Agreement between RGRTA and the New York State Department of Transportation ("NYSDOT")
Background:	<p>The 2016-17 New York State budget included \$20 million for Accelerated Transit Capital (ATC) to address the transportation needs of upstate public transportation providers. The allocation to the Authority is based on the respective share of Statewide Mass Transportation Operating Assistance (STOA) and is \$3,985,700. The funding will be used to support the Onboard Voice and Data System Replacement project.</p> <p>Additionally, the New York State Budget authorized an award to the Authority of \$916,197 in supplemental capital funding previously appropriated as part of the Clean Fuels Vehicle Initiative. This amount is contained in the Budget of the RTS Campus Improvement Project.</p> <p>Board authorization is a required step for the execution of the grant agreement with the New York State Department of Transportation.</p>
Financial Impact:	The funds are 100% New York State funding and have no financial impact to the Authority.
Recommendation:	That the Board authorize the CEO to enter into grant agreements with the New York State Department of Transportation for the receipt of the grant funds.

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Resolution: RGRTA 16-2017

Resolution Authorizing the Execution of a Grant Agreement between RGRTA and the New York State Department of Transportation ("NYSDOT")

WHEREAS, the Rochester Genesee Regional Transportation Authority (the "Authority") has submitted a request to allocate grant funds from the New York State Department of Transportation, pursuant to the SFY 2016-2017 Accelerated Transit Capital guidance for the purpose of the Onboard Voice & Data Replacement Project in the amount of \$3,985,700;

WHEREAS, the Authority has also submitted a request to allocate grant funds from the New York State Department of Transportation, pursuant to the Supplemental Transit Capital Funds guidance for the purpose of the RTS Campus Improvement Project in the amount of \$916,197;

NOW, THEREFORE, BE IT RESOLVED, the Chief Executive Officer or his designee is authorized to execute grant contract agreements, amendatory or supplemental grant agreements, and related documents on behalf of the Authority with the New York State Department of Transportation for aid in financing the projects.

BE IT FURTHER RESOLVED, that the Chief Executive Officer and 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 Regular Meeting of the Rochester Genesee Regional Transportation Authority, which was held on March 2, 2017 and that the Resolution is still in full force and effect.

Geoffrey Astles, Chairman

Date: March 2, 2017
Rochester, New York



ROCHESTER
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AUTHORITY

BOARD OF COMMISSIONERS AGENDA ITEM COVER SHEET

Board Meeting Date:	March 2, 2017
Presenter:	Rusty Korth
Subject:	Awarding a Contract for the Purchase of Fifteen (15) 40' Transit Buses
Background:	<p>In October 2011 the Authority undertook a competitive procurement for the purchase of up to one hundred twenty (120) 40-foot, heavy-duty, low-floor transit buses.</p> <p>In August 2012, per resolution RGRTA-56-2012, RGRTA awarded a five year contract to New Flyer of America and authorized the purchase of an initial order of thirty-three (33) buses.</p> <p>In August 2013, per resolution RGRTA 057-2013, RGRTA awarded a second order of 19 additional buses.</p> <p>In December 2014, per resolution RGRTA 71-2014, RGRTA awarded a third order of 10 additional buses.</p> <p>In January 2016, per resolution RGRTA 3-2016, RGRTA awarded a fourth order of 11 additional buses.</p> <p>This proposed resolution will authorize the Authority to purchase fifteen (15) additional buses under the contract with New Flyer of America. RGRTA anticipates delivery in the Spring of 2018. This will be the last group of buses ordered off of this contract as it is due to expire in 2017.</p>
Financial Impact:	The aggregate price for fifteen (15) buses is not to exceed \$6,725,860. The CEO is authorized to increase the value of the contract by up to \$45,000 (\$3,000 per bus) for justified change orders on contract resulting in a total authorization not to exceed \$6,770,860. The purchase will be funded with Federal (80%), New York State (10%) and RGRTA (10%) funds
Recommendation:	That the CEO be granted authority to place an order with New Flyer of America for fifteen (15) 40 foot, heavy duty, low floor transit buses.

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Resolution: RGRTA 17-2017

AWARDING A CONTRACT FOR THE PURCHASE OF FIFTEEN (15) 40' TRANSIT BUSES

WHEREAS, the Rochester Genesee Regional Transportation Authority (the "Authority") adopted Resolution RGRTA 56-2012 on August 9, 2012, awarding a contract to New Flyer of America of Crookston, Minnesota, pursuant to which the Authority has the option to purchase up to one hundred twenty (120) 40-foot, heavy-duty, low-floor transit buses over a five-year period; and

WHEREAS, the Authority desires to place an additional order (Order #5) for fifteen (15) buses for an amount not to exceed Six Million, Seven Hundred Twenty-Five Thousand, Eight Hundred Sixty Dollars (\$6,725,860); 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; and

WHEREAS, the project shall be funded in the following manner: Federal – 80%, New York State – 10% and RGRTA 10%.

NOW, THEREFORE, BE IT RESOLVED that subject to successful completion of a Pre-Award Audit which confirms New Flyer of America's compliance with 49 CFR Part 663, the Chief Executive Officer or his designee is authorized to place an order with New Flyer of America for the provision of fifteen (15) diesel-powered, 40-foot, heavy-duty, low-floor transit buses at a cost not to exceed Six Million, Seven Hundred Twenty-Five Thousand, Eight Hundred Sixty Dollars (\$6,725,860) for delivery in Spring of 2018; and

BE IT FURTHER RESOLVED that the Chief Executive Officer is authorized to increase the value of the contract by up to Forty-Five Thousand Dollars (\$45,000) for justified orders on contract, resulting in a total authorization of Six Million, Seven Hundred Seventy Thousand, Eight Hundred Sixty Dollars (\$6,770,860); 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 Regular Meeting of the Rochester Genesee Regional Transportation Authority, which was held on March 2, 2017 and that the Resolution is still in full force and effect.

Geoffrey Astles, Chairman

Date: March 2, 2017
Rochester, New York



ROCHESTER
GENESEE REGIONAL
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AUTHORITY

BOARD OF COMMISSIONERS AGENDA ITEM COVER SHEET

Board Meeting Date:	March 2, 2017
Presenter:	Rusty Korth
Subject:	Purchase of Type VI Buses for Regional Operations
Background:	<p>On September 24, 2015 Resolution RGRTA 50-2015 was approved awarding a contract to Empire Bus Sales of Elmira, NY for the Authority to purchase up to twenty-four (24) Type VI medium-duty diesel-powered transit buses built by EIDorado National of Salinas, Kansas over a three (3) year period including an initial purchase of two (2) Type VI medium-duty buses.</p> <p>The 2 Type VI buses were delivered and put into service in June, 2016</p> <p>This resolution will authorize the Authority to purchase eighteen (18) Type VI medium-duty transit buses in the second year of the contract with Empire Bus Sales as part of the regional fleet replacement plan. These eighteen (18) diesel-powered buses are anticipated to be placed into service in Summer of 2017 at RTS Wayne (10), RTS Seneca (1), RTS Ontario (4), RTS Livingston (1) and RTS Genesee (2).</p> <p>The contract will have four (4) remaining options for the final year of the contract.</p>
Financial Impact:	The aggregate price for eighteen (18) buses is not to exceed \$2,831,227. The CEO is authorized to increase the value of the contract by up to \$18,000 for justified change orders on contract resulting in a total authorization not to exceed \$2,849,227. The purchase will be funded with FTA Section 5311 funds (80%), New York State (10%) and RGRTA (10%) funds.
Recommendation:	That the CEO be granted authority to place an order with Empire Bus Sales for the eighteen (18) Type VI buses.

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Resolution: RGRTA 18-2017

PURCHASE OF TYPE VI BUSES FOR REGIONAL OPERATIONS

WHEREAS, the Rochester Genesee Regional Transportation Authority (the "Authority") is in receipt of Federal Transit Administration (FTA) Section 5311 capital grant funds from the New York State Department of Transportation ("NYSDOT") for the purchase of Type VI mid-size transit buses for its regional operations; and

WHEREAS, the Rochester Genesee Regional Transportation Authority (the "Authority") on September 24, 2015 awarded a contract to Empire Bus Sales for the purchase of up to twenty-four (24) Type VI medium-duty diesel-powered transit buses over a three (3) year period; and

WHEREAS, the Authority on September 24, 2015 approved the initial purchase of two (2) Type VI medium-duty buses; and

WHEREAS, the Authority has received and put into service the two (2) Type VI medium-duty buses; and

WHEREAS, the Authority's Fleet Replacement Plan calls for the replacement of eighteen (18) Type VI medium-duty buses eligible for retirement; and

WHEREAS, the Authority will have four (4) options remaining on the contract; and

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

WHEREAS, the Authority has determined that Empire Bus Sales appears to be a responsible firm; and

WHEREAS, the buses supplied by Empire Bus Sales will be built by EIDorado National in Salinas, Kansas; and

WHEREAS, the Authority has conducted a Pre-Award Audit, as defined by 49 CFR Part 663, to ensure EIDorado's compliance; and

NOW, THEREFORE, BE IT RESOLVED that the Chief Executive Officer or his designee is authorized to place an order with Empire Bus Sales for the provision of eighteen (18) medium-duty, diesel-powered, Type VI buses at a cost not to exceed Two Million Eight Hundred Thirty-One Thousand Two Hundred Twenty-Seven Dollars (\$2,831,227) for delivery in 2017; and

BE IT FURTHER RESOLVED that the purchase of the eighteen (18) buses is to be funded in the following manner: Federal – 80%, New York State – 10% and RGRTA 10%.

BE IT FURTHER RESOLVED that the Chief Executive Officer is authorized to increase the value of the contract by up to Eighteen Thousand Dollars (\$18,000) for justified orders on contract, resulting in a total authorization of Two Million Eight Hundred Forty-Nine Thousand, Two Hundred Twenty-Seven Dollars (\$2,849,227); 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 Regular Meeting of the Rochester Genesee Regional Transportation Authority, which was held on March 2, 2017 and that the Resolution is still in full force and effect.

Geoffrey Astles, Chairman

Date: March 2, 2017
Rochester, New York



ROCHESTER
GENESEE REGIONAL
TRANSPORTATION
AUTHORITY

BOARD OF COMMISSIONERS AGENDA ITEM COVER SHEET

Board Meeting Date:	March 2, 2017
Presenter:	Rusty Korth
Subject:	Purchase of Type III Buses for Regional Operations
Background:	<p>On September 24, 2015 Resolution RGRTA 49-2015 was approved awarding a contract to Shepard Brothers, Inc. in Canandaigua, New York for the Authority to purchase up to seventy (70) Type III medium-duty transit buses built by Coach and Equipment Manufacturing Corporation of Penn Yan, New York over a three (3) year period including an initial purchase of thirty-one (31) Type III buses.</p> <p>The 31 Type III medium-duty buses were delivered and put into service during the Spring of 2016.</p> <p>This resolution will authorize the Authority to purchase twenty-four (24) Type III medium-duty transit buses in the second year of the contract with Shepard Brothers, Inc. as part of the regional fleet replacement plan. These twenty-four (24) gasoline-powered buses are anticipated to be placed into service in Fall of 2017 at RTS Wayne (2), RTS Ontario (18), and RTS Genesee (4).</p> <p>The contract will have fifteen (15) remaining options for the final year of the contract.</p>
Financial Impact:	The aggregate price for twenty-four (24) buses is not to exceed \$2,276,957. The CEO is authorized to increase the value of the contract by up to \$24,000 for justified change orders on contract resulting in a total authorization not to exceed \$2,300,957. The purchase will be funded with FTA Section 5311 funds (80%), New York State (10%) and RGRTA (10%) funds.
Recommendation:	That the CEO be granted authority to place an order with Shepard Brothers, Inc. for twenty-four (24) Type III buses.

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Resolution: RGRTA 19-2017

PURCHASE OF TYPE VI BUSES FOR REGIONAL OPERATIONS

WHEREAS, the Rochester Genesee Regional Transportation Authority (the "Authority") is in receipt of Federal Transit Administration (FTA) Section 5311 capital grant funds from the New York State Department of Transportation ("NYSDOT") for the purchase of Type III mid-size transit buses for its regional operations; and

WHEREAS, the Rochester Genesee Regional Transportation Authority (the "Authority") on September 24, 2015 awarded a contract to Shepard Bros. Inc. for the purchase of up to seventy (70) Type III medium-duty gasoline-powered transit buses over a three (3) year period; and

WHEREAS, the Authority on September 24, 2015 approved the initial purchase of thirty-one (31) Type III medium-duty buses; and

WHEREAS, the Authority has received and put into service the thirty-one (31) Type III medium-duty buses; and

WHEREAS, the Authority's Fleet Replacement Plan calls for the replacement of twenty-four (24) Type III medium-duty buses eligible for retirement; and

WHEREAS, the Authority will have fifteen (15) options remaining on the contract; and

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

WHEREAS, the Authority has determined that Shepard Brothers, Inc. appears to be a responsible firm; and

WHEREAS, the buses supplied by Shepard Brothers, Inc. will be built by Coach and Equipment Manufacturing Corporation of Penn Yan, New York; and

WHEREAS, the Authority has conducted a Pre-Award Audit, as defined by 49 CFR Part 663, to ensure Coach and Equipment's compliance; and

NOW, THEREFORE, BE IT RESOLVED that the Chief Executive Officer or his designee is authorized to place an order with Shepard Brothers, Inc. for the provision of twenty-four (24) medium-duty, gasoline-powered, Type III buses at a cost not to exceed Two Million Two Hundred Seventy-Six Thousand, Nine Hundred Fifty-Seven Dollars (\$2,276,957) for delivery in 2017; and

BE IT FURTHER RESOLVED that the purchase of the twenty-four (24) buses is to be funded in the following manner: Federal – 80%, New York State – 10% and RGRTA 10%.

BE IT FURTHER RESOLVED that the Chief Executive Officer is authorized to increase the value of the contract by up to Twenty-Four Thousand Dollars (\$24,000) for justified orders on contract, resulting in a total authorization of Two Million Three Hundred Thousand, Nine Hundred Fifty-Seven Dollars (\$2,300,957); 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 Regular Meeting of the Rochester Genesee Regional Transportation Authority, which was held on March 2, 2017 and that the Resolution is still in full force and effect.

Geoffrey Astles, Chairman

Date: March 2, 2017
Rochester, New York