

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF COMMISSIONERS OF
ROCHESTER-GENESEE REGIONAL TRANSPORTATION AUTHORITY
AND ITS SUBSIDIARIES
March 7, 2019**

A. Roll Call and Determination of Quorum

The meeting was called to order at 12:11am by Chairman Geoff Astles who determined that a quorum was present.

Present on Roll Call:

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

Total Votes Possible	33
Total Votes Present	19
Votes Needed for Quorum	17

Others Present:

Scott Adair, Chief Financial Officer
Dave Belaskas, Director of Engineering & Facilities Management
Ken Boasi, Director of Regional Operations
Tom Brede, Public Information Officer
Maggie Brooks, Executive VP of Customer & Community Engagement
Mike Burns, Director of Accounting Services
Bill Carpenter, Chief Executive Officer
Jay Corey, Director of Maintenance Systems & Quality
Daniel DeLaus, General Counsel
Chris Dobson, VP of Transportation Services
Renee Elwood, Manager of Wellness & Benefits
Lea Goodness, Director of Scheduling
Amy Gould, EVP of People
Krystle Hall, Director of People Performance & Development
Brandon Hettler, Jr. Technical Support Administrator
Reggie Hill, Manager of Service Delivery
Chris Mahood, Director of Information Technology
Scott Masucci, Manager of Inventory & Warranty
Megan Morsch, VP of Marketing & Customer Service
Jamie Mott, Director of Paratransit Services
Sharon Muir-Eddy, Director of Budget
Kelly Schmidt, Executive Assistant to the CEO
Janet Snyder, Director of Labor Relations
James Stack, Executive Director of GTC
Julie Tolar, Director of Service Planning
Miguel Velazquez, Chief Operating Officer

B. Adoption of the Agenda

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

C. Approval of Minutes

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

- RGRТА Compensation Committee Meeting Minutes of February 7, 2019
- Quarterly Board Meeting Minutes of February 7, 2019

D. CEO Report

Bill Carpenter, Chief Executive Officer, presented the CEO Report.

On motion of Commissioner Smith, seconded by Commissioner White, 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 Jankowski, seconded by Commissioner O'Connor, the Financial Report was received by unanimous vote.

F. Proposed Resolutions

Resolution for the Adoption of the 2019-22 Comprehensive Strategic Plan and 2019-20 Financial Plan for RGRTA and its subsidiary companies, RGRTA 4-2019

- *Chairman Astles asked why the workforce in Ontario has gone down significantly over the three years, why is that. Scott Adair, CFO, responded that we have had vacant positions and as we have transitioned to RTS Ontario and that all positions were vacant and do not need to be filled.*
- *Commissioner Chapman asked if we cut service in Ontario. Scott Adair, CFO, responded No service cuts. The model we have grown a custom to using for personnel out there as we have grown more accustomed to the operation out there we have been able to eliminate positions that we feel were not needed. Commissioner Chapman asked if this is mostly Operator positions. Scott Adair, stated that yes it is mostly operator positions. Commissioner Chapman then asked if we are still doing Dial-A-Ride out there because he has heard from Operators that we have been turning customers down because we do not have enough buses, are these cuts why this is happening and are we still providing Dial-A-Ride. Scott Adair responded that yes we are still providing Dial-A-Ride service. Miguel Velazquez, COO, also added that we did do a system redesign and as part of that we did evaluate all of the positions needed.*
- *Commissioner McDonald asked if it is hard to recruit drivers. Miguel Velazquez, COO, responded that it is harder out in the Regional operations. Here at RTS Monroe we have a much better experience with hiring operators.*
- *Commissioner Chapman asked if the number of Dial-A-Rides have changed. Miguel Velazquez, COO, stated that he does not have the numbers at this point and he would need to take a look. Commissioner Chapman added that the routes stayed the same. Miguel Velazquez, COO, stated no when we did the system redesign we did change the routes.*

RGRTA 4-2019: On motion of Commissioner McDonald, seconded by Commissioner Kosmerl, the aforementioned Resolution, a copy of which is attached to these Minutes, was unanimously approved.

G. Consent Resolutions

Consent Resolutions RGRTA 5-2019 up to and including GTCS 3-2019 were approved by a motion made by Commissioner O'Connor, seconded by Commissioner McDonald, the below mentioned Resolutions, a copy of which are attached to these Minutes, were unanimously approved.

Resolution Authorizing a Lease Agreement between RGRTA, on behalf of RTS Wyoming for Office and Administrative Space, RGRTA 5-2019

Resolution Endorsing the FFY 2019 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, RGRTA 6-2019

Resolution Authorizing GTCS, Inc. to Execute a Contract for Professional Services to be Rendered to the Genesee Transportation Council for the Genesee-Finger Lakes Regional Performance Measurement Monitoring and Evaluation System, GTCS 1-2019

Resolution Authorizing GTCS, Inc. to Execute a Contract for Professional Services to be Rendered to the Genesee Transportation Council for the NYSDOT Highway Safety Investigations Project, GTCS 2-2019

Resolution Authorizing GTCS, Inc. to Execute a Contract for Professional Services to be Rendered to the Genesee Transportation Council for the Genesee-Finger Lakes Scenario Tool, GTCS 3-2019

H. Calendar

It was noted that the Compensation committee will be meeting next week, March 14th.

I. Adjournment

There being no further matters on the adopted Agenda, the regular meeting was adjourned on motion of Commissioner O'Connor, seconded by Commissioner McDonald at 1:03pm.

Respectfully submitted,

Edward W. White, Esq., Secretary

Posted Date: March 21, 2019

CEO Report

Presented by: Bill Carpenter, CEO



Chief Executive Officer Report

- Miscellaneous

Customer Open House at Transit Center

February 14th 2019



RTS Monroe New Employee Graduation

February 20th 2019



Transit Awareness Day

February 26th 2019



*NYPTA / Tri-State Transportation Campaign
Breakfast Panel Event*



*Meeting w/ Assembly Transportation Committee
Chairman Bill Magnarelli*

Benefits Fair

February 26th 2019



Employee Quarterly Meeting

March 5th 2019



Miscellaneous

- Irondequoit Public Information Session for Reimagine Mobility Zone
- The Bus Coalition Steering Committee Conference Call
- Lexington CMZ Stakeholder Meeting
- Pittsford Public Information Session for Reimagine Mobility Zone
- NYPTA Conference Call
- IBI Report Review and Feedback Meeting
- Comprehensive Plan & Budget Review Meeting with Commissioners
- Phone interview with WXXI on Reimagine RTS
- Reimagine RTS Internal Front Line Representatives Meeting
- Spectrum News Interview about Reimagine RTS
- Brockport Community Mobility Zone Public Information Meeting
- Attended Governor Cuomo Announcement on proposed tax changes
- Henrietta Public Information Session for Reimagine Mobility Zone
- Reimagine Steering Committee Meeting
- GTC (Genesee Transportation Council) Board Meeting

Financial Report

Presented by: Scott Adair, CFO

Financial Report

RGRTA - Consolidated Budget Status Report - FY 2018-2019 As of 1/31/19 (In Thousands)				
	Amended Budget 2018-19	FYTD 1/31/2019	Projected 3/31/2019	Budget Variance
<u>Revenues</u>				
Total Locally Generated	\$ 28,280	\$ 23,293	\$ 28,587	\$ 307
Total Government Subsidies	\$ 57,542	\$ 48,042	\$ 57,543	\$ 1
Mortgage Tax	\$ 11,001	\$ 9,468	\$ 11,001	\$ -
Grand Total Revenue	\$ 96,823	\$ 80,803	\$ 97,130	\$ 307
<u>Expenses</u>				
Personnel				
Salary & Wages	\$ 42,694	\$ 35,407	\$ 42,900	\$ (206)
Fringe Benefits	\$ 28,477	\$ 19,965	\$ 28,431	\$ 46
Total Personnel	\$ 71,171	\$ 55,373	\$ 71,331	\$ (160)
Non-Personnel				
Services	\$ 7,948	\$ 5,247	\$ 7,935	\$ 13
Fuel/Lubricants	\$ 5,035	\$ 4,401	\$ 5,035	\$ -
Parts	\$ 4,332	\$ 3,455	\$ 4,332	\$ -
Other	\$ 8,336	\$ 5,751	\$ 8,355	\$ (19)
Total Non-Personnel	\$ 25,652	\$ 18,854	\$ 25,658	\$ (6)
Grand Total Expenses	\$ 96,823	\$ 74,226	\$ 96,989	\$ (166)
Net Income/Deficit From Operations & Subsidies	\$ -	\$ 6,577	\$ 141	\$ 141

Resolution: RGRTA 4-2019

ADOPTION OF THE 2019-22 COMPREHENSIVE STRATEGIC PLAN AND 2019-20 FINANCIAL PLAN FOR RGRTA AND ITS SUBSIDIARY COMPANIES

WHEREAS, on March 7, Bill Carpenter, Chief Executive Officer, submitted to the Board of Commissioners (hereinafter the "Board") the proposed 2019-22 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, 2020; 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 2019-22 Comprehensive Strategic Plan. The Comprehensive Strategic Plan contains the Strategic Plan, Operating Initiatives, Financial Plan and Performance Measurements for fiscal year 2019-20; for RGRTA and its subsidiary companies; and further authorizes that the Capital Reserve fund receive up to Two Million Three Hundred Thirty Seven Thousand Five Hundred and Ninety Five Dollars (\$2,337,595); said funds to be transferred from (1) the total consolidated budgeted depreciation expense for fiscal year 2019-20 of One Million Nine Hundred Ninety Five Thousand Nine Hundred Dollars (\$1,995,900), and (2) 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 7, 2019 and that the Resolution is still in full force and effect.

Geoffrey Astles, Chairman

Date: March 7, 2019
Rochester, New York



Resolution Adopting the 2019-22 Comprehensive Strategic Plan & 2019-20 Financial Plan for RGRTA and its Subsidiary Companies

RGRTA 4-2019

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

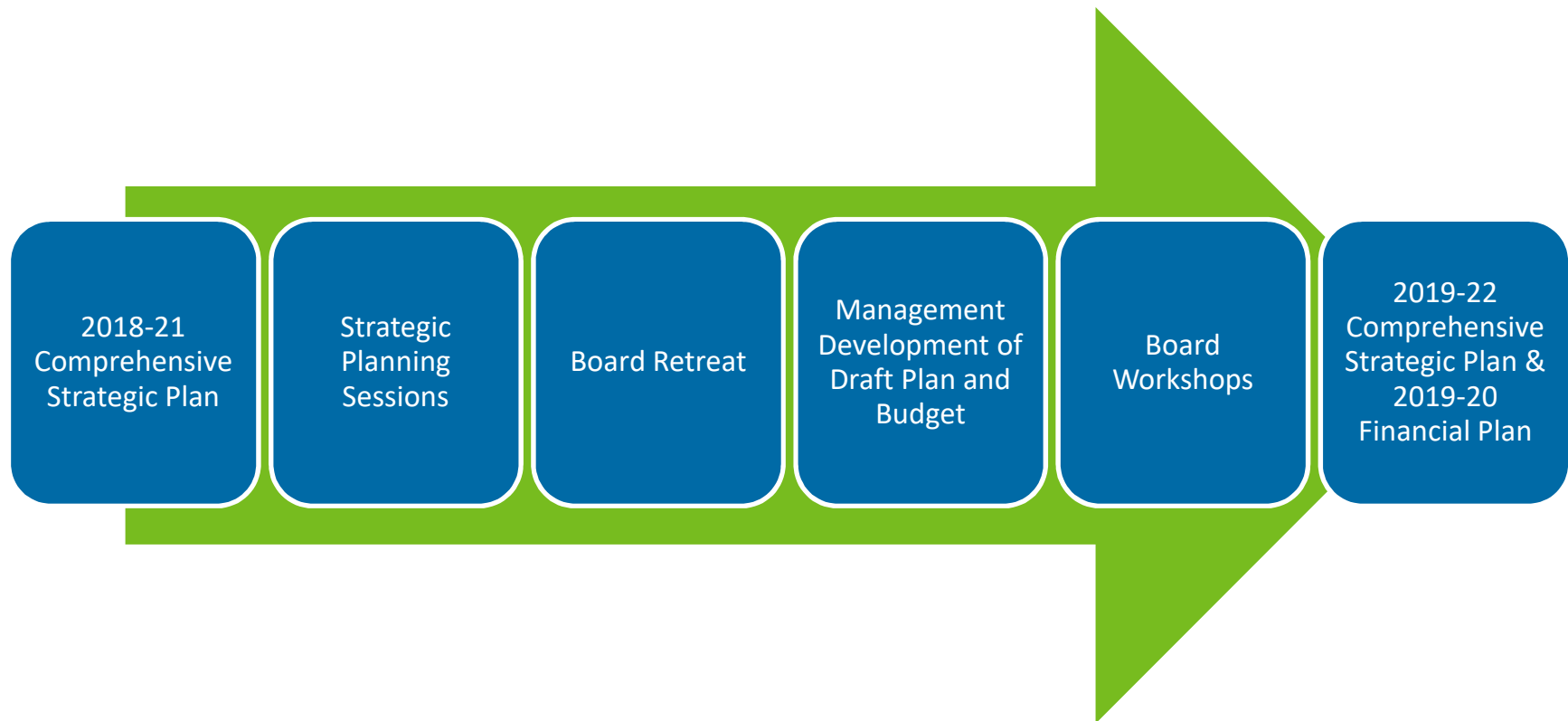
Comprehensive Plan Overview



Our Collaborative Planning Process

- **3 year horizon (2019 – 2022)**
 - Builds on prior plans and progress to date
- **Input from RGRTA stakeholders**
 - Internal assessment against 2018 Strategic Framework
 - Ongoing input from customers, employees and business partners
 - ABBG benchmark comparisons
 - Department level meetings to identify and develop initiatives
 - Board input on new Vision and Mission statements

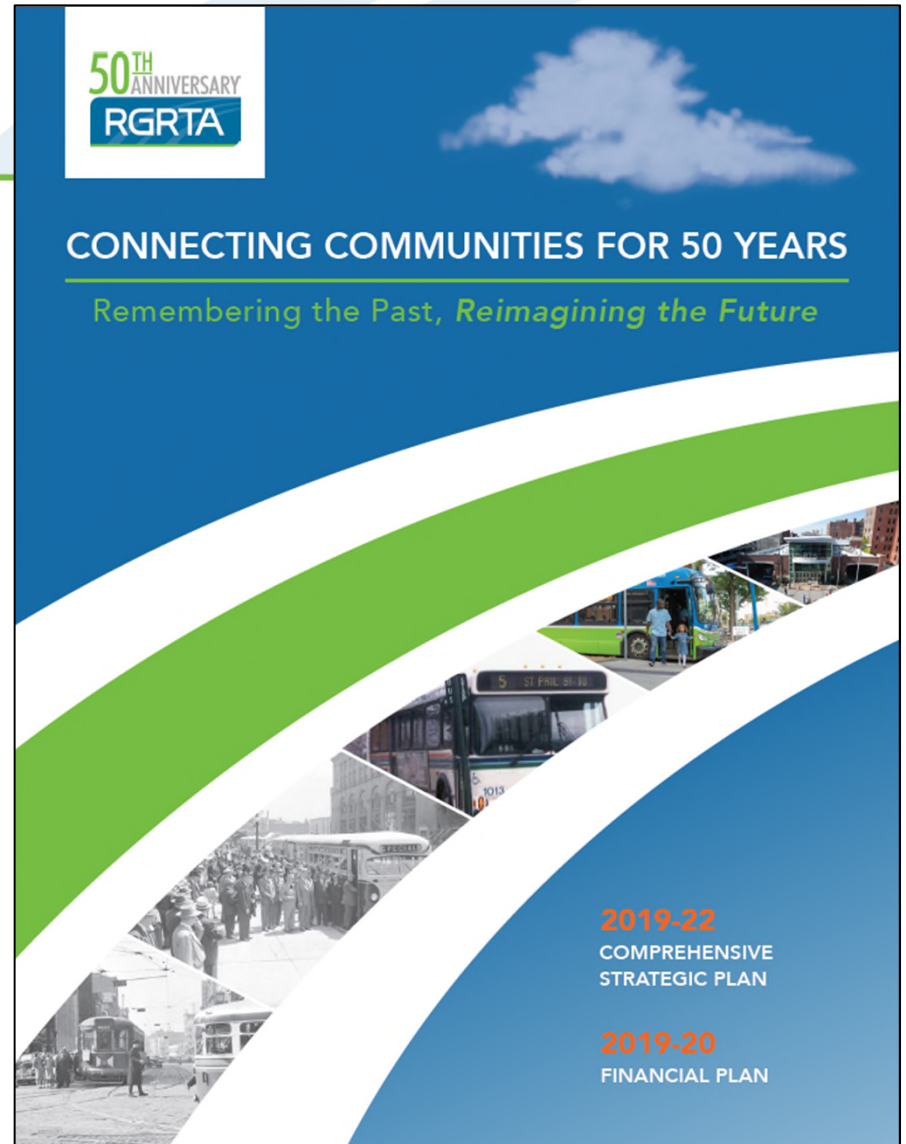
Comprehensive Plan Development





Theme

- Connecting Communities for 50 Years
- Tag line:
*Remembering the Past,
Reimagining the Future*



2018-2019

Last year we continued our work with customers, employees and stakeholders to Reimagine public transit together.



2019-2020

Now we are remembering the past by celebrating the 50th anniversary of RGRTA, while we reimagine the future of public transit.

Vision, Mission, Values

- **Our VISION**

The Innovative Mobility Choice.

- **Our MISSION**

We partner with the communities we serve to provide safe and sustainable mobility, offering better access, frequency, and reliability.

- **Our VALUES**

Integrity

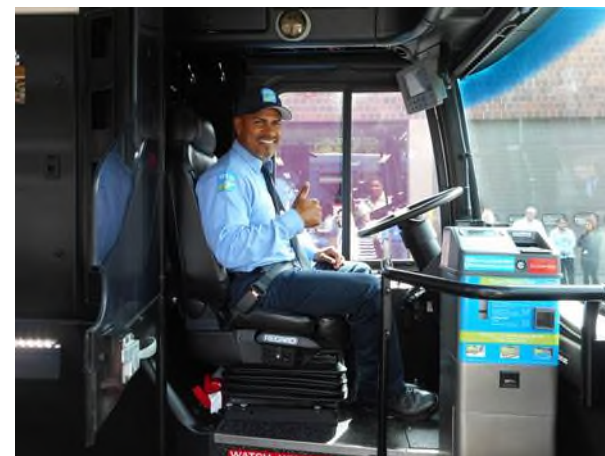
Respect

Diversity & Inclusion

Engagement & Collaboration

Agility & Innovation

Performance Focus



Safe and sustainable mobility \$1 fare through FY 2019-20

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
- Reimagine our bus networks to be efficient and cost-effective

- **Funding Trends**
 - Federal funding (FAST Act) is in place through FFY 2020
 - NYS funding at 5% growth for SFY 2020
- **Demographics & Population Trends**
- **Business, Higher Education & Employment Trends**
- **Need for Regional Connectivity**
- **Workforce & Succession Planning**
- **Agreement with RCSD continues (5 year agreement ends June 2020)**
- **Emergence of new mobility options**

- *We are Customer Focused in every market we serve and are reimagining public transit based on their input.*
- **Focused on:**
 - Transit Dependent
 - Transit to Jobs
 - College Students
 - Older Adults
 - Mobility Impaired
 - Millennials



- 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 2019-20
- Ridership trends continue
- Strategic involvement in regional initiatives
- Continued focus on reimagining public transit
- Strengthened focus on employee wellbeing

Plan Highlights (continued)

Operating Budget:

- Includes one-time expenses for Reimagine RTS of approximately \$850,000
- Self-Insured Health Insurance Plan contains premium increase of 5%

Multiyear Budget:

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

Capital Budget:

- Focuses on Reimagine RTS capital needs in the upcoming year
- Supports planning for long-term needs
- Program of projects is fully-funded and fiscally constrained

Operating Plan & Initiatives



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

Financial Sustainability

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

Tactics: Financial Sustainability

Capital Funding:

- Continuous review of our long-term capital funding needs.

Cost Containment:

- Ensure cost containment of health insurance costs through monitoring and analysis of claims.

Maximize 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: Maximize Ridership & Customer Satisfaction

Reimagine RTS:

- Complete the 4th stage of the Reimagine RTS initiative, which culminates with Board approval of a complete service plan to be implemented in 2020.

Fare Collection Strategy:

- Pilot and implement new fare collection strategy and associated mobile ticketing technology.

Advocacy and Influence Strategy:

- Develop and implement advocacy and influence strategy to improve understanding and awareness of the value of public transit

RTS Access Pass Web Scheduling System:

- Execute contract, install and engage customers to begin testing/piloting of scheduling system

Deliver Quality Service & Improve Performance

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

Tactics: Deliver Quality Service & Improve Performance

Prepare for Electric Buses:

- Finalize preparations for the addition of the first order of electric buses to the RTS bus fleet. Includes finalizing bus specifications, training plan, and operational deployment plan.

Enterprise Data Warehouse:

- Continue to deploy subject areas related to critical business units allowing for wider analysis of data and broader emphasis on performance based metrics.



Tactics: Deliver Quality Service & Improve Performance (continued)

RTS Access Scheduling Software Improvements:

- Continue testing and fine tuning the Trapeze Pass system matching and batching feature in order to improve the efficiency of scheduled rides and maximize passengers per trip.

Excellence in Transportation Services:

- Continue deployment of the excellence attributes for transportation services measured through an operator score card in the areas of: OTP, safety, professional appearance, customer service and attendance.

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

Employee Wellbeing:

- Foster a comprehensive culture of employee total well-being to attract, develop and nurture high-performing individuals and teams. Includes setting goals for Culture & Inclusion Council, launching the “RTS Way” campaign and making sure employees are well-informed consumers of RTS benefits plans.

Workforce Development:

- Collaborate across the organization to identify opportunities for workforce development and training to support Reimagine RTS and focus on the future of mobility.

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

Reimagine RTS Connection Hubs:

- Design and build connection hubs for implementation of Reimagine RTS. Phase 1 for implementation. Phase 2 for post-implementation.

Electric Bus Infrastructure:

- Identify and make changes to existing infrastructure to allow for the housing and maintenance of electric buses.

Build Advanced Environmental Service Building:

- Award contract, complete design and begin construction of the new Advanced Environmental Service Building.

RTS Access Facility:

- Using consultant report (once completed) analyze site options.

2019-20 Financial Plan

Presented by: Scott Adair, CFO



Operating Budget

Summary FY 2018-19 & 2019-20

<i>Millions</i>	2018-19	2019-20	\$ Change	% Change
REVENUES				
Locally Generated	\$28.3	\$29.7	\$1.4	5.0%
Governmental Subsidies	57.5	60.2	2.7	4.7%
Mortgage Recording Tax	11.0	11.3	0.3	2.5%
TOTAL REVENUES	96.8	101.2	4.4	4.5%
EXPENSES				
Personnel	\$71.1	\$74.0	\$2.9	4.0%
Non-Personnel	25.7	27.2	1.5	6.0%
TOTAL EXPENSES	96.8	101.2	4.4	4.5%
Net Income (Deficit)	\$ --	\$ --	\$ --	
Appropriated Working Capital	\$ --	\$ --	\$ --	
Net Income (Deficit)	\$ --	\$ --	\$ --	

Multi-Year Budget

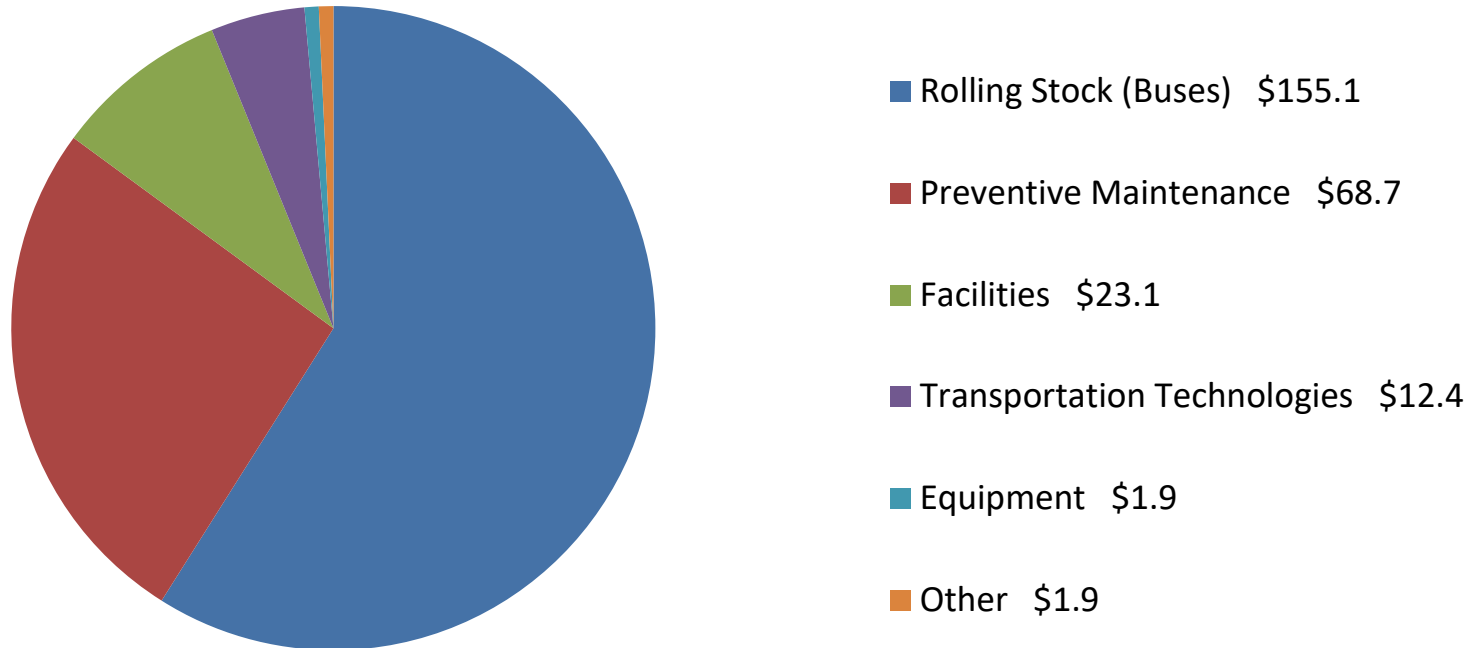
Consolidated Projection FY 2020-21 to 2022-23

<i>Millions</i>	Projection 2018-19	Budget 2019-20	Projection 2020-21	Projection 2021-22	Projection 2022-23
TOTAL REVENUES	\$97.1	\$101.2	\$93.2	\$95.7	\$96.5
TOTAL EXPENSES	\$97.0	\$101.2	\$107.5	\$112.1	\$118.8
Net Income (Deficit) From Operations & Subsidies	\$ 0.1	\$ -	\$(14.3)	\$(16.4)	\$(22.3)
Estimated Available Unrestricted Net Assets EOY	\$25.8	\$25.8	\$11.5	\$(4.9)	\$(27.2)

Ten Year Capital Improvement Plan

(Numbers shown in Millions)

Use of Funds by Objects of Expense: \$263.1



Authorized Workforce

	2017-18 Budget	2018-19 Budget	2019-20 Budget**
RTS	624	623	625
RTS Access	113	113	117
RTS Genesee	15	15	15
RTS Livingston	27	27	27
RTS Ontario	64	57	44
RTS Orleans	12	12	12
RTS Seneca	14	14	14
RTS Wayne	43	43	61
RTS Wyoming	20	20	20
Total	932	924	935

****The increase in the 2019-20 Budget includes the addition of 18 Bus Aide positions for contracted work, addition of a mobility manager, and a reduction of 13 vacant positions.**

Performance Measurements

Presented by: Bill Carpenter, CEO



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) and Customer Surveys
- **SPI: Service Performance Index**
 - On-Time Performance (OTP)
- **EEl: Employee Engagement Index**
 - Employee Engagement, Satisfaction



TOPS

TRANSIT ORGANIZATION PERFORMANCE SCORECARD

KEY 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



Strategic Pillars 2019-20 1st & 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						40.00	52.00	28.00
	Total FPI Score							40.0	52.0	28.0
Customer Service Index	Net Promoter Score - RTS	38%						27.95	36.33	19.56
	RTS Access	95%						0.33	0.43	0.23
	RTS Genesee	95%						0.25	0.32	0.17
	RTS Livingston	95%						0.25	0.32	0.17
	RTS Ontario	95%						0.25	0.32	0.17
	RTS Orleans	95%						0.25	0.32	0.17
	RTS Seneca	95%						0.25	0.32	0.17
	RTS Wayne	95%						0.25	0.32	0.17
	RTS Wyoming	95%						0.25	0.32	0.17
Total CSI Score							30.0	39.0	21.0	
Service Performance Index	On-Time Performance - RTS	90.75%						27.95	36.33	19.56
	RTS Access	95.25%						0.33	0.43	0.23
	RTS Genesee	91.5%						0.25	0.32	0.17
	RTS Livingston	90%						0.25	0.32	0.17
	RTS Ontario	92%						0.25	0.32	0.17
	RTS Orleans	95%						0.25	0.32	0.17
	RTS Seneca	96%						0.25	0.32	0.17
	RTS Wayne	96%						0.25	0.32	0.17
	RTS Wyoming	96%						0.25	0.32	0.17
Total SPI Score							30.0	39.0	21.0	
TOPS Score								100.0	130.0	70.0
On-Time Performance: RTS value stated above is the annual average (90.75%). Quarterly goals are: Q1 90.5%; Q2 90.5%; Q3 90.5%; Q4 91.5%										



On-Time Performance: RTS value stated above is the annual average (90.75%). Quarterly goals are: Q1 90.5%; Q2 90.5%; Q3 90.5%; Q4 91.5%

Comprehensive Plan Summary

To further strengthen our connection to the community and build upon the success of initiatives implemented during the 2018-19 fiscal year, RTS will:

- Complete the Reimagine RTS study of public transit in Monroe County;
- Continue monitoring improvements from the Regional Efficiency Study;
- Introduce mobile ticketing;
- Prepare for electric buses;
- Strengthen engagement with employees, customers and stakeholders;
- Increase TOPS goals to ensure continued service excellence;
- And responsibly manage our finances.

- That the Board of Commissioners approve the proposed 2019-22 Comprehensive Strategic Plan. The Comprehensive Strategic Plan contains the Strategic Plan, Operating Initiatives, Financial Plan and Performance Measurements for fiscal year 2019-20 for RGRTA and its subsidiary companies.



ROCHESTER
GENESEE REGIONAL
TRANSPORTATION
AUTHORITY

BOARD OF COMMISSIONERS AGENDA ITEM COVER SHEET

Board Meeting Date:	March 7, 2019
Presenter:	Daniel DeLaus
Subject:	Lease Agreement between RGRTA, on behalf of RTS Wyoming for Office and Administrative Space
Background:	<p>Since 2001 Wyoming Transit Service, Inc. (WYTS) has leased office and administrative space located at 18 West Buffalo Street, Warsaw, New York. We currently lease approximately 784 square feet of space from West Buffalo for \$1250 per month.</p> <p>The office has proven to be adequate but over the last year parking for buses has become difficult for WYTS as well as other local businesses and members of the public seeking to patronize the area.</p> <p>For this reason WYTS staff has been searching for similar space in the area which would not present parking or operational issues. The WYTS staff reviewed 3 number of sites for their offices.</p> <p>This effort has culminated in the recommendation that the Board authorize a new lease with Greg Walton for space at 38 Duncan Street, Warsaw, New York 14569. The leased space is approximately 1500 square feet for \$1,000 per month and have the exclusive use of twelve (12) parking spaces, adequate for buses. The term would be for three years with two mutual one-year renewals.</p>
Financial Impact:	The annual cost for this lease is \$12,000. The funds are available in the Authority's 2019-2020 Operating Budget and will be included in subsequent Operating Budgets.
Recommendation:	That the Board authorize the Chief Executive Officer, or his designee, to execute a lease, in substantially the same form as attached to this resolution.

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



Resolution: RGRTA 5-2019

AUTHORIZING A LEASE AGREEMENT BETWEEN RGRTA, ON BEHALF OF RTS WYOMING FOR OFFICE AND ADMINISTRATIVE SPACE

WHEREAS, Wyoming Transit Service, Inc. ("WYTS") provides public transportation services within Wyoming County; and

WHEREAS, WYTS is in need of office and administrative space and parking facilities in order to provide the public transportation; and

WHEREAS, Greg Walton is the owner of real estate located at 38 Duncan Street, Warsaw, New York in an area convenient for the WYTS operation and which is sufficient to meet all of WYTS' operational needs; and

WHEREAS, Mr. Walton is willing to lease the space to RGRTA, acting on behalf of its subsidiary, WYTS, on the terms specified in the lease attached hereto; and

WHEREAS, RGRTA and WYTS staff have undertaken a diligent search for adequate space in an appropriate geographic area and at a fair market rate; and

WHEREAS, after said due diligence staff is recommending the lease with Mr. Walton

NOW, THEREFORE, BE IT RESOLVED, that the Chief Executive Officer, or his designee, is hereby authorized to enter into a lease agreement between RGRTA, acting on behalf of its subsidiary, WYTS, and Greg Walton for 38 Duncan Street, Warsaw, New York in substantially the same form as is attached to this Resolution

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 Regular Meeting of the Rochester-Genesee Regional Transportation Authority, which was held on March 7, 2019 and that the Resolution is still in full force and effect.

Geoffrey Astles, Chairman

Date: March 7, 2019
Rochester, New York



ROCHESTER
GENESEE REGIONAL
TRANSPORTATION
AUTHORITY

**BOARD OF COMMISSIONERS
AGENDA ITEM COVER SHEET**

Board Meeting Date:	March 7, 2019
Presenter:	Scott Adair
Subject:	Endorsing the FFY 2019 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 2019.</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.

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



Resolution: RGRTA 6-2019

ENDORISING A FFY 2019 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 2019.
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 7, 2019 and that the Resolution is still in full force and effect.

Geoffrey Astles, Chairman

Date: March 7, 2019
Rochester, New York

ROCHESTER GENESEE REGIONAL TRANSPORTATION AUTHORITY
Proposed Program of Projects - FFY 2019

Project Description	FFY 2019 Allocation & Prior Unobligated Funds (Federal Share)		FFY 2018 Non-Federal Share	Total Estimated Project Funding
	5307	5339		
Preventive Maintenance	\$ 9,995,098	\$ -	\$ 2,498,775	\$ 12,493,873
Associated Transit Improvements	\$ 176,000	\$ -	\$ 44,000	\$ 220,000
Purchase of Seventeen Vans	\$ 856,800	\$ -	\$ 214,200	\$ 1,071,000
RTS Access Fluids Tanks Upgrades	\$ 24,000	\$ -	\$ 6,000	\$ 30,000
RTS Connection Hubs	\$ 74,278	\$ 892,824	\$ 1,032,898	\$ 2,000,000



ROCHESTER
GENESEE REGIONAL
TRANSPORTATION
AUTHORITY

**BOARD OF COMMISSIONERS
AGENDA ITEM COVER SHEET**

Board Meeting Date:	March 7, 2019
Presenter:	James Stack
Subject:	Resolution Authorizing GTCS, Inc. to Execute a Contract for Professional Services to be rendered to the Genesee Transportation Council for the Genesee-Finger Lakes Regional Performance Measurement Monitoring and Evaluation System.
Background:	<p>The Genesee Transportation Council (GTC) Unified Planning Work Program (i.e., Operating Budget) for the fiscal year 2018-2019 includes Task 7620, Genesee-Finger Lakes Regional Performance Measurement Monitoring and Evaluation System (the "Project"). This Project will establish a program for evaluating regional transportation system performance data and reporting performance measures based on that data. The first phase of the Project will identify what performance measures will be evaluated. Upon completion of the first phase, a decision will be made by GTC as to whether to proceed with the Project's second phase to implement an automated reporting system.</p> <p>GTC requires a professional services firm in order to carry out the Project. A Request for Qualifications for these services was conducted between August 10, 2018 and October 5, 2018. A total of twenty-four (24) RFQ packages were distributed. One (1) response was received from:</p> <p style="text-align: center;">Global Dynamic Group with Southwest Research Institute scoring 71.3 points</p> <p>GTC staff followed up with several references and the Project team came to Rochester for a field visit to the Regional Traffic Operations Center and an interview. This provided GTC staff, NYSDOT, and Monroe County with greater comfort in proceeding with only one response.</p>

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	Following review of the proposal, GTC recommends that Global Dynamic Group and Southwest Research Institute be retained to conduct the Project.
Financial Impact:	Expenses related to the Project shall not exceed \$155,000 and are included in the 2018-2019 GTC Operating Budget. The project is programmed with \$155,142 from federal Metropolitan Planning Funds allocated to GTC.
Recommendation:	That the Chief Executive Officer, or his designee, on behalf of GTCS, Inc., be granted authority to enter into an agreement with Global Dynamic Group and Southwest Research Institute to conduct the Genesee-Finger Lakes Regional Performance Measurement Monitoring and Evaluation System Project.

Resolution: GTCS 1-2019

RESOLUTION AUTHORIZING GTCS, INC. TO EXECUTE A CONTRACT FOR PROFESSIONAL SERVICES TO BE RENDERED TO THE GENESEE TRANSPORTATION COUNCIL FOR THE GENESEE-FINGER LAKES REGIONAL PERFORMANCE MEASUREMENT MONITORING AND EVALUATION SYSTEM

WHEREAS, continuing contracts are in place between GTCS, Inc. and the State of New York enabling the Genesee Transportation Council (GTC) to carry out planning tasks assigned to it under an annually developed Unified Planning Work Program (UPWP); and

WHEREAS, said UPWP for the fiscal year 2018-2019 includes Task 7620, Genesee-Finger Lakes Regional Performance Measurement Monitoring and Evaluation System (the "Project"), to establish a program for evaluating regional transportation system performance data and reporting performance measures based on that data. The first phase of the project will identify what performance measures will be evaluated while the project's second phase will establish an automated reporting system; and

WHEREAS, GTC needs to acquire professional services in order to support the Project; and

WHEREAS, GTC publicly advertised for proposals for professional services in the New York State Contract Reporter on August 10, 2018, and in the Rochester Business Journal on August 10, 2018; and

WHEREAS, GTC distributed twenty-four (24) Request for Qualifications (RFQ) packages and received one (1) proposal complying with the requirements of the RFQ; and

WHEREAS, based on its evaluation of the proposal, the consultant selection committee concluded that Global Dynamic Group and its sub-consultant are qualified to provide the needed services; and

WHEREAS, GTCS, Inc. is a subsidiary of RGRTA, and serves as the fiscal agent for GTC; and

WHEREAS, pursuant to the Memorandum of Understanding between GTCS, Inc. and GTC dated April 30, 1999, GTC is authorized to accept, develop, and administer contracts for GTC work program related activities, provided the requirements in Section II (E) (3) of the Memorandum of Understanding are fulfilled.

NOW, THEREFORE, BE IT RESOLVED that the Chief Executive Officer or his designee is authorized to enter into a contract, on behalf of GTCS, Inc., for the Genesee-Finger Lakes Regional Performance Measurement Monitoring and Evaluation System with Global Dynamic Group in an amount not to exceed One-Hundred and Fifty-Five Thousand Dollars (\$155,000) to obtain the professional services necessary to accomplish the Project provided that he is reasonably satisfied that the terms and conditions of Section II (E) (3) of the Memorandum of Understanding have been or will be fulfilled.

BE IT FURTHER RESOLVED that GTCS, Inc. is authorized to make payments under such a contract upon receipt of all certifications required under Section II (E) (3) of the Memorandum of Understanding, subject to reimbursement by GTC upon receipt of the above referenced grant funds, all as required under the Memorandum of Understanding; and

BE IT FURTHER RESOLVED that the Chief Executive Officer or his designee is hereby authorized, empowered, and directed, for and on behalf of GTCS, Inc., to perform any and all actions and to execute any and all documents on behalf of GTCS, Inc. 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 7, 2019 and that the Resolution is still in full force and effect.

Geoffrey Astles, Chairman

Date: March 7, 2019
Rochester, New York



ROCHESTER
GENESEE REGIONAL
TRANSPORTATION
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**BOARD OF COMMISSIONERS
AGENDA ITEM COVER SHEET**

Board Meeting Date:	March 7, 2019
Presenter:	James Stack
Subject:	Resolution Authorizing GTCS, Inc. to Execute a Contract for Professional Services to be Rendered to the Genesee Transportation Council for the NYSDOT Highway Safety Investigations Project.
Background:	<p>The Genesee Transportation Council (GTC) Unified Planning Work Program (i.e., Operating Budget) for the fiscal year 2018-2019 includes Task 6232, NYSDOT Highway Safety Investigations (the "Project"). The purpose of this Project is to provide Highway Safety Investigation (HSI) Studies at various locations on New York State Department of Transportation – Region 4 facilities. The HSI's will include an analysis of crash data in an effort to identify distinguishable patterns and offer potential engineering solutions to reduce the potential for future crashes.</p> <p>GTC requires a professional services firm in order to carry out the Project. A Request for Qualifications for these services was conducted between December 4, 2018 and January 11, 2019. A total of twenty-two (22) RFQ packages were distributed. Seven (7) Statements of Qualifications (SOQ) were received from:</p> <ul style="list-style-type: none">• Stantec, Inc. scoring 80 points• T.Y. Lin International Group scoring 78 points• SRF Associates, D.P.C. scoring 70 points• Barton and Loguidice, D.P.C. scoring 66 points• Bergmann P.C. scoring 58 points• Fisher Associates, P.E., L.S., L.A., D.P.C. scoring 58 points• Clark, Patterson, Lee, P.C. scoring 47 points

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	<p>The SOQ's were reviewed by an Evaluation Committee of GTC and NYSDOT-Region 4 staff using the following criteria:</p> <ol style="list-style-type: none"> 1. Qualifications and Experience of Firm 2. Qualifications of the Project Team 3. Technical Approach and Project Scope 4. Price ("best value") <p>Following review of the SOQ's, GTC recommends that Stantec, Inc. be retained to conduct the Project. Stantec has the most demonstrated experience with conducting safety investigations of complex highway sites and providing state-of-the-practice engineering solutions.</p>
Financial Impact:	Expenses related to the Project shall not exceed \$80,000 and are included in the 2018-2019 GTC Operating Budget. The project is funded with \$80,000 from federal Metropolitan Planning Funds allocated to GTC.
Recommendation:	That the Chief Executive Officer, or his designee, on behalf of GTCS, Inc., be granted authority to enter into an agreement with Stantec, Inc. to conduct the NYSDOT Highway Safety Investigations Project.

Resolution: GTCS 2-2019

RESOLUTION AUTHORIZING GTCS, INC. TO EXECUTE A CONTRACT FOR PROFESSIONAL SERVICES TO BE RENDERED TO THE GENESEE TRANSPORTATION COUNCIL FOR THE NYSDOT HIGHWAY SAFETY INVESTIGATIONS

WHEREAS, continuing contracts are in place between GTCS, Inc. and the State of New York enabling the Genesee Transportation Council (GTC) to carry out planning tasks assigned to it under an annually developed Unified Planning Work Program (UPWP); and

WHEREAS, said UPWP for the fiscal year 2018-2019 includes Task 6232, NYSDOT Highway Safety Investigations (the "Project"), to conduct Highway Safety Investigation (HSI) Studies at various locations on New York State Department of Transportation – Region 4 facilities. The investigations will include an analysis of crash data in an effort to identify distinguishable patterns and offer potential engineering solutions to reduce the potential for future crashes;

WHEREAS, GTC needs to acquire professional services in order to support the Project; and

WHEREAS, GTC publicly advertised for proposals for professional services in the New York State Contract Reporter on December 4, 2018, and in the Rochester Business Journal on November 30, 2018; and

WHEREAS, GTC distributed twenty-two (22) Request for Qualifications packages and received seven (7) proposals complying with the requirements of the RFQ; and

WHEREAS, based on its evaluation of the proposal, the consultant selection committee concluded that Stantec is most qualified to provide the needed services; and

WHEREAS, GTCS, Inc. is a subsidiary of RGRTA, and serves as the fiscal agent for GTC; and

WHEREAS, pursuant to the Memorandum of Understanding between GTCS, Inc. and GTC dated April 30, 1999, GTC is authorized to accept, develop, and administer contracts for GTC work program related activities, provided the requirements in Section II (E) (3) of the Memorandum of Understanding are fulfilled.

NOW, THEREFORE, BE IT RESOLVED that the Chief Executive Officer or his designee is authorized to enter into a contract, on behalf of GTCS, Inc., for the NYSDOT Highway Safety Investigations with Stantec in an amount not to exceed Eighty Thousand Dollars (\$80,000) to obtain the professional services necessary to accomplish the Project provided that he is reasonably satisfied that the terms and conditions of Section II (E) (3) of the Memorandum of Understanding have been or will be fulfilled.

BE IT FURTHER RESOLVED that GTCS, Inc. is authorized to make payments under such a contract upon receipt of all certifications required under Section II (E) (3) of the Memorandum of Understanding, subject to reimbursement by GTC upon receipt of the above referenced grant funds, all as required under the Memorandum of Understanding; and

BE IT FURTHER RESOLVED that the Chief Executive Officer or his designee is hereby authorized, empowered, and directed, for and on behalf of GTCS, Inc., to perform any and all actions and to execute any and all documents on behalf of GTCS, Inc. 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 7, 2019 and that the Resolution is still in full force and effect.

Geoffrey Astles, Chairman

Date: March 7, 2019
Rochester, New York



ROCHESTER
GENESEE REGIONAL
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**BOARD OF COMMISSIONERS
AGENDA ITEM COVER SHEET**

Board Meeting Date:	March 7, 2019
Presenter:	James Stack
Subject:	Resolution Authorizing GTCS, Inc. to Execute a Contract for Professional Services to be Rendered to the Genesee Transportation Council for the Genesee-Finger Lakes Scenario Tool.
Background:	<p>The Genesee Transportation Council (GTC) Unified Planning Work Program (i.e., Operating Budget) for the fiscal year 2018-2019 includes Task 5205, Genesee-Finger Lakes Scenario Tool (the "Project"). The Genesee-Finger Lakes Scenario Tool (GFLST) would provide a regionally-calibrated scenario tool for planning applications at the regional and local level. The GFLST will support the quantitative evaluation of multiple built environment scenarios using varied indicators in housing, transportation, economic development, and public health. The GFLST will communicate to elected officials, stakeholders, and the public of the tradeoffs between benefits and impacts of these scenarios. Upon completion of the first phase, a decision will be made by GTC as to whether to proceed with the Project's second phase to configure and deploy the GFLST</p> <p>GTC requires a professional services firm in order to carry out the Project. A Request for Qualifications for these services was conducted between December 7, 2018 and January 18, 2019. A total of twenty-three (23) RFQ packages were distributed. Six (6) Statements of Qualifications (SOQ) were received from:</p> <ul style="list-style-type: none">• Cascadia Partners scoring 90 points• Cambridge Systematics scoring 80 points• Resource Systems Group, Inc. scoring 69 points• A.E.C.O.M scoring 68 points• Center for Neighborhood scoring 65 points

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	<ul style="list-style-type: none"> • Ecology and Environment scoring 54 points <p>The SOQ's were reviewed by an Evaluation Committee of GTC and partner agency staff using the following criteria:</p> <ol style="list-style-type: none"> 1. Qualifications and Experience of Firm 2. Qualifications of the Project Team 3. Technical Approach and Project Scope 4. Price ("best value") <p>Interviews were conducted on February 14, 2019 with Cascadia Partners, Cambridge Systematics, and Resource Systems Group.</p> <p>Following review of the SOQ's and interviews, GTC recommends that Cascadia Partners be retained to conduct the Project. Cascadia Partners demonstrated the most experience with scenario tool development and their project scope detailed an approach that will best deliver the GFLST.</p>
Financial Impact:	Expenses related to the Project shall not exceed \$315,000 and are included in the 2018-2019 GTC Operating Budget. The project is funded with \$315,000 from federal Metropolitan Planning Funds allocated to GTC.
Recommendation:	That the Chief Executive Officer, or his designee, on behalf of GTCS, Inc., be granted authority to enter into an agreement with Cascadia Partners to provide the Genesee-Finger Lakes Scenario Tool.

Resolution: GTCS 3-2019

RESOLUTION AUTHORIZING GTCS, INC. TO EXECUTE A CONTRACT FOR PROFESSIONAL SERVICES TO BE RENDERED TO THE GENESEE TRANSPORTATION COUNCIL FOR THE GENESEE-FINGER LAKES SCENARIO TOOL

WHEREAS, continuing contracts are in place between GTCS, Inc. and the State of New York enabling the Genesee Transportation Council (GTC) to carry out planning tasks assigned to it under an annually developed Unified Planning Work Program (UPWP); and

WHEREAS, said UPWP for the fiscal year 2018-2019 includes Task 5205, Genesee-Finger Lakes Scenario Tool (the "Project"), to provide a regionally-calibrated scenario tool for planning applications at the regional and local level. The first phase of the project will identify a preferred tool and required data sets while the project's second phase will configure and deploy the selected tool; and

WHEREAS, GTC needs to acquire professional services in order to support the Project; and

WHEREAS, GTC publicly advertised for proposals for professional services in the New York State Contract Reporter on December 7, 2018, and in the Rochester Business Journal on November 30, 2018; and

WHEREAS, GTC distributed twenty-three (23) Request for Qualifications (RFQ) packages and received six (6) proposals complying with the requirements of the RFQ; and

WHEREAS, based on its evaluation of the proposal, the consultant selection committee concluded that Cascadia Partners and its sub-consultants are qualified to provide the needed services; and

WHEREAS, GTCS, Inc. is a subsidiary of RGRTA, and serves as the fiscal agent for GTC; and

WHEREAS, pursuant to the Memorandum of Understanding between GTCS, Inc. and GTC dated April 30, 1999, GTC is authorized to accept, develop, and administer contracts for GTC work program related activities, provided the requirements in Section II (E) (3) of the Memorandum of Understanding are fulfilled.

NOW, THEREFORE, BE IT RESOLVED that the Chief Executive Officer or his designee is authorized to enter into a contract, on behalf of GTCS, Inc., for the Genesee-Finger Lakes Scenario Tool with Cascadia Partners in an amount not to exceed Three-Hundred and Fifteen Thousand Dollars (\$315,000) to obtain the professional services necessary to accomplish the Project provided that he is reasonably satisfied that the terms and conditions of Section II (E) (3) of the Memorandum of Understanding have been or will be fulfilled.

BE IT FURTHER RESOLVED that GTCS, Inc. is authorized to make payments under such a contract upon receipt of all certifications required under Section II (E) (3) of the Memorandum of Understanding, subject to reimbursement by GTC upon receipt of the above referenced grant funds, all as required under the Memorandum of Understanding; and

BE IT FURTHER RESOLVED that the Chief Executive Officer or his designee is hereby authorized, empowered, and directed, for and on behalf of GTCS, Inc., to perform any and all actions and to execute any and all documents on behalf of GTCS, Inc. 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 7, 2019 and that the Resolution is still in full force and effect.

Geoffrey Astles, Chairman

Date: March 7, 2019
Rochester, New York