

**MINUTES OF THE QUARTERLY MEETING OF THE
BOARD OF COMMISSIONERS OF
ROCHESTER-GENESEE REGIONAL TRANSPORTATION AUTHORITY
AND ITS SUBSIDIARIES
November 4, 2021**

A. Roll Call and Determination of Quorum

The meeting was called to order at 12:16 pm by Chairman Donald Jeffries who determined that a quorum was present in person and virtually.

Present on Roll Call:

➤ County of Monroe	Don Jeffries	=	5 votes
➤ County of Monroe	Terrence Rice	=	5 votes
➤ County of Monroe	Judith Ahlfeld Seil	=	5 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	Susanne Carlock	=	2 votes
➤ County of Ontario	Brian H. Young	=	3 votes
➤ County of Orleans	James R. Bensley	=	1 vote
➤ County of Seneca	Edward W. White	=	1 vote
➤ County of Wayne	Michael P. Jankowski	=	3 votes
➤ County of Wyoming	Rich Kosmerl	=	1 vote
Amalgamated Transit Union	Jacques Chapman	=	<u>0 votes</u>

Total Votes Possible	32
Total Votes Present	30
Votes Needed for Quorum	17

Others Present:

Scott Adair, Chief Financial Officer
David Belaskas, Director of Engineering & Facilities Management
Julie Boasi, Director of Service Planning
Ken Boasi, Director of Regional Operations
Mike Burns, Director of Accounting Services
Bill Carpenter, Chief Executive Officer
Mark Contestable, Senior Project Manager
Jay Corey, Director of Service Delivery
Daniel DeLaus, Chief Legal Counsel
Chris Dobson, VP of Transportation Services
Chris Doran, Client Relationship Manager
Renee Elwood, Director of Well-Being & Inclusion
Caitlin Farley, Retirement & Benefits Specialist
Lea Goodness, Director of Scheduling

Amy Gould, Chief People Officer
Krystle Hall, Director of People Performance & Development
Brandon Hettler, Technical Support Administrator II
Reggie Hill, Manager of Service Delivery
Rusty Korth, VP of Maintenance
Ryan Lokken, Manager of Maintenance Support Operations
Chris Mahood, Director of Information Technology
Jamie Mott, Director of Paratransit Services
Sharon Muir-Eddy, Director of Budget
Kelly Parisi, Executive Assistant to the CEO
Aracelis Perez-Diaz, Customer Relationship Marketing Specialist
Janet Snyder, Labor Relations Director
Jim Stack, Executive Director GTC

B. Adoption of the Agenda

On motion of Commissioner Young, seconded by Commissioner Ansbro, the Agenda was unanimously adopted.

C. Approval of Minutes

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

- RGRTA Governance Committee Meeting of September 2, 2021
- RGRTA Governance Committee Meeting of October 7, 2021
- RGRTA Regular Board Meeting Minutes of October 7, 2021

D. CEO Report

Bill Carpenter, Chief Executive Officer, presented the CEO Report which included presentations from Mike Burns, Director of Accounting Services on the TOPS Report and Net Promoter Score (NPS) and Julie Boasi, Director of Service Planning on the Bike Share Program (The power point presentations are attached to these Minutes).

Questions/Comments on the TOPS Report & NPS:

- *Commissioner Jankowski asked with the detractors and promoters do we know the frequency at which they ride. Mike Burns, Director of Accounting Services stated that he does not have that information off the top of his head but that we do have it and he would be happy to share that after the meeting.*
- *Commissioner McDonald asked when we will start adding back in the frequent service. Mike Burns, Director of Accounting Services stated that Julie Boasi will be sharing that information in her presentation.*
- *Commissioner Ansbro wanted to just remind the public that we came to the aid of the City School District and unfortunately that required us to remove our frequent route*

service and that they will need to be patient with us until we can get those routes reintroduced into the system.

- *Commissioner Kosmerl asked if we survey students when we are conducting the customer survey. Bill Carpenter, CEO stated that we are looking for choice riders that are 18 and older. The City School District is contracted work, so we do not survey students.*

Questions/Comments on the Bike Share Program:

- *Commissioner Bensley asked if the season is only those five months that were listed on the slide. Julie Boasi, Director of Service Planning stated correct the season is from May 1st - November 1st.*
- *Commissioner Kosmerl asked if the 31,000 rides was just RTS bikes. Julie Boasi, Director of Service Planning stated that number was system wide.*
- *Commissioner McDonald stated that there is a livability community initiative for older adults and having access to other modes of transportation. Have we ever considered getting tricycles? Julie Boasi, Director of Service Planning stated that she can talk with HOPR and see if that is an option for next season.*
- *Commissioner Jankowski asked if HOPR is a privately owned company and how are they making money? Julie Boasi, Director of Service Planning responded yes, they are a private company and right now they are being subsidized by the Congestion Mitigation and Air Quality Improvement (CMAQ) grant that RTS and the City received. HOPR is using this time to develop relationships for potential sponsorship opportunities. Commissioner Jankowski then asked about vehicle loss. Julie stated that each vehicle has a GPS unit in the main part of the vehicle, and it cannot be removed without making the vehicle inoperable. HOPR knows the vehicles location and continues efforts to retain all vehicles.*
- *Commissioner Ansbro asked if we have thought about offering this to our Access customers as well. Not sure what those vehicles would look like, but I think this is something we should look into for them. Julie Boasi, Director of Service Planning stated that she can certainly talk to HOPR about that and see what might be available to offer that population.*

Questions/Comments on the Miscellaneous:

- *Commissioner Kosmerl asked what time period does the 192,000 Veteran's pass rides cover. Bill Carpenter, CEO stated that is since the program started in July of 2020 so, about 15 months' worth of information.*

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

E. Financial Report

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

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

F. Proposed Resolutions

Resolution Authorizing the Award of a Contract for Professional Design Services for the Proposed RTS Monroe Garage D Charging Depot Project, RGRTA 43-2021

- *Commissioner Jankowski asked how this project is being funded. Scott Adair, CFO stated that it is being funded through our normal capital project funding of 80% federal and 10% state and local. This mix could change if we are successful in receiving any earmark grants, but the max for us would be 10%. Commissioner Jankowski then asked if the GTC on-route charging resolution was related to this project. Dave Belaskas, Director of Engineering & Facilities Management stated that it is unrelated in the sense that it is on-route, but it is for our buses. The on-route charging would be an enhancement to our ability to charge our electric fleet.*

Resolution RGRTA 43-2021 was moved on motion of Commissioner McDonald, seconded by Commissioner Ansbro, the aforementioned Resolution, a copy of which is attached to these minutes, was unanimously approved.

G. Consent Resolutions

Resolution Establishing the Authority as Lead Agency and Adopting a Negative Declaration Pursuant to the New York State Environmental Quality Review Act for the RTS Seneca Bus Facility Project, RGRTA 44-2021

Resolution Authorizing the Acquisition of Real Property in the Village of Waterloo, Seneca County, RGRTA 45-2021

Resolution Authorizing the Award of a Contract for Live Streaming for the Authority's Public Meetings, RGRTA 46-2021

Resolution Authorizing the Purchase of Ten (10) Type IA Paratransit Buses, RGRTA 47-2021

Resolution Authorizing the Purchase of Six (6) High Headroom Vans, RGRTA 48-2021

Resolution Authorizing the Award of Contracts for the Purchase of Vehicle Fluids & Lubricants, RGRTA 49-2021

Resolution Authorizing the Award of a Contract for Armored Truck Services, RGRTA 50-2021

Resolution Authorizing the Disposal of Vehicles and Other Assets, RGRTA 51-2021

**Resolution Authorizing GTCS, Inc. to Execute a Contract for Professional Services to be
Rendered to the Genesee Transportation Council for the On Route Charging Feasibility
Study, GTCS 5-2021**

Resolutions RGRTA 44-2021 through RGRTA 51-2021 and GTCS 5-2021 were moved on motion of Commissioner Rice, seconded by Commissioner Young, the aforementioned Resolutions, a copy of which are attached to these minutes, were unanimously approved.

H. Calendar

Bill Carpenter, CEO, stated that there is an Audit Committee meeting on November 15th that is not on this calendar and that will be to review proposals for outside Audit firms. That meeting will take place from 1PM-3PM.

I. Adjournment

There being no further matters on the adopted Agenda, the quarterly meeting was adjourned on motion of Commissioner Ansbro, seconded by Commissioner Seil at 1:09pm.

Respectfully submitted,

Jerdine Johnson, Secretary

Posted Date: November 18, 2021

CEO Report

Presented by: Bill Carpenter, CEO

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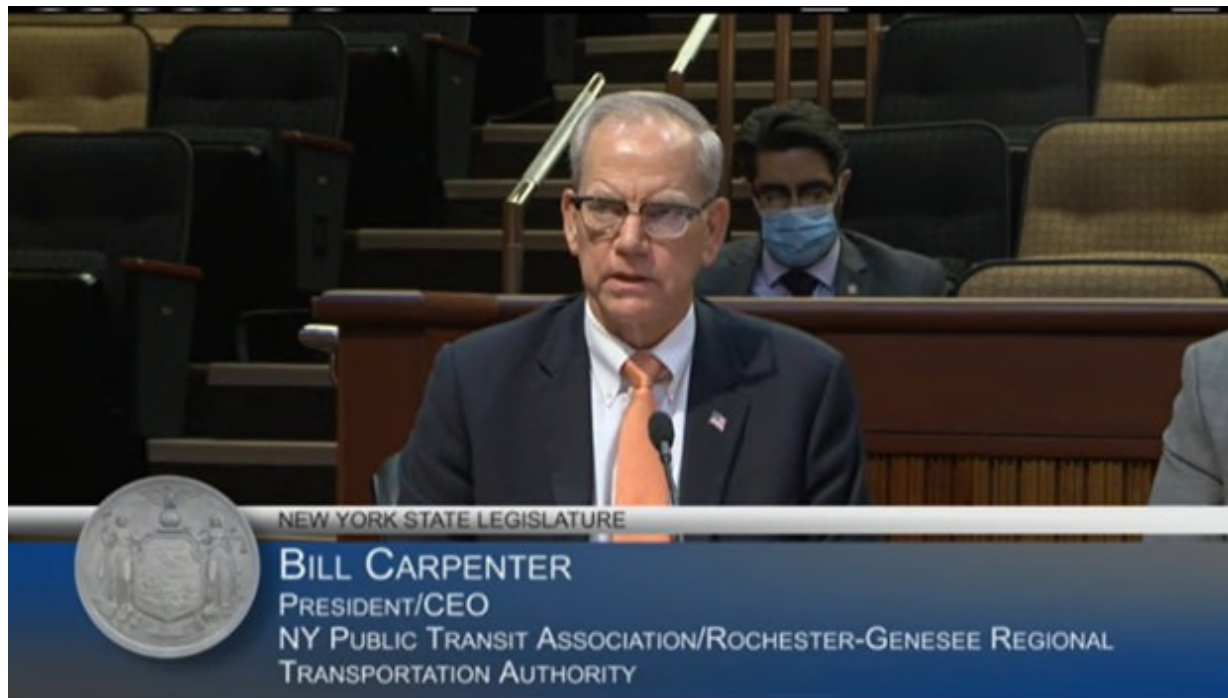
Chief Executive Officer Report

- TOPS Report
- Project Highlight
- Miscellaneous



Testimony to NYS Assembly Hearing on Non-MTA Systems

October 20, 2021





Miscellaneous

- Finger Lakes Regional Economic Development (FLREDC) DRI Presentation Review
- The Bus Coalition Executive Committee Meeting
- Downtown Revitalization Initiative (DRI) Presentation to scoring Committee
- Webinar: How will Malik Evans lead Rochester?
- NYSDOT Capital Region & Mid-Hudson Region Committee Bus TEC Scoring Meeting
- RDDC 2021 State of Rochester's Economy
- RTS Access Employee Appreciation Day
- NYPTA Priorities Meeting
- Urban League of Rochester Powerbrokers Monthly Meeting
- The Bus Coalition Board Call
- APTA State Affairs Community Monthly Check-in
- Meeting with NYS Deputy Secretary of Transportation
- NYPTA Legislative & Board of Directors Meeting
- 2021 NYPTA Conference
- United Way Systems Integration Meeting

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Video

Chief Executive Officer Report

- **TOPS Report**
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TOPS

TRANSIT ORGANIZATION PERFORMANCE SCORECARD

		SCORE 2nd Qtr.
FPI	FINANCIAL PERFORMANCE INDEX	19.5
CSI	CUSTOMER SATISFACTION INDEX	34.3
SPI	SERVICE PERFORMANCE INDEX	42.9
EEI	EMPLOYEE ENGAGEMENT INDEX	12.2
TOTAL		108.9

TOPS Report

*Presented by: Michael Burns
Director of Accounting Services*

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Strategic Pillars 2021-22 2nd Qtr.	Metric	Plan Goal	Actual 1st Quarter	Actual 2nd Quarter	Actual 3rd Quarter	Actual 4th Quarter	Earned Points	Goal Points	Max Points	Min Points
Financial Performance Index	End of Year Net Income (Deficit) Projection	\$0.0	\$0.0	\$1,462.0			19.50	15.00	19.50	10.50
	Total FPI Score						19.5	15.0	19.5	10.5
Customer Service Index	Net Promoter Score - RTS	38%	36%	31%			10.50	15.00	19.50	10.50
	RTS Access	95%	98%	98%			2.22	1.88	2.44	1.32
	RTS Genesee	95%	100%	100%			2.44	1.88	2.44	1.32
	RTS Livingston	95%	100%	100%			2.44	1.88	2.44	1.32
	RTS Ontario	95%	98%	99%			2.27	1.88	2.44	1.32
	RTS Orleans	95%	100%	97%			2.11	1.88	2.44	1.32
	RTS Seneca	95%	100%	100%			2.44	1.88	2.44	1.32
	RTS Wayne	95%	100%	100%			2.44	1.88	2.44	1.32
	RTS Wyoming	95%	100%	100%			2.44	1.88	2.44	1.32
	Customer Complaints - Timeliness	99%		99%			5.00	5.00	6.50	3.50
	Total CSI Score						34.3	35.0	45.6	24.5
Service Performance Index	On-Time Performance - RTS	85.0%	91.07%	89.49%			-	-	-	-
	RTS Access	95.0%	96.3%	96.2%			6.72	6.00	7.80	4.20
	RTS Genesee	93.0%	96.7%	95.3%			2.60	2.00	2.60	1.40
	RTS Livingston	90.0%	100.0%	100.0%			2.60	2.00	2.60	1.40
	RTS Ontario	92.0%	97.1%	94.1%			2.42	2.00	2.60	1.40
	RTS Orleans	95.5%	94.6%	93.9%			1.62	2.00	2.60	1.40
	RTS Seneca	97.0%	100.0%	100.0%			2.60	2.00	2.60	1.40
	RTS Wayne	96.0%	95.3%	99.4%			2.60	2.00	2.60	1.40
	RTS Wyoming	96.0%	99.2%	97.0%			2.60	2.00	2.60	1.40
	RTS On Demand Ride Fulfillment	85.0%		74.7%			7.00	10.00	13.00	7.00
	RTS Access Booking Accuracy	95.0%		98.5%			5.05	4.00	5.20	2.80
	Pass-ups	9		3.66			7.07	6.00	7.80	4.20
	Total SPI Score						42.9	40.0	52.0	28.0
Employee Engagement Index	Employee Participation	27.5%		39.3%			-	-	-	-
	Employee Engaged Index	24.0%		38.0%			6.50	5.00	6.50	3.50
	Employee Satisfaction	4.0		4.2			5.69	5.00	6.50	3.50
	Total EEI Score						12.2	10.0	13.0	7.0
TOPS Score							108.9	100.0	130.0	70.0

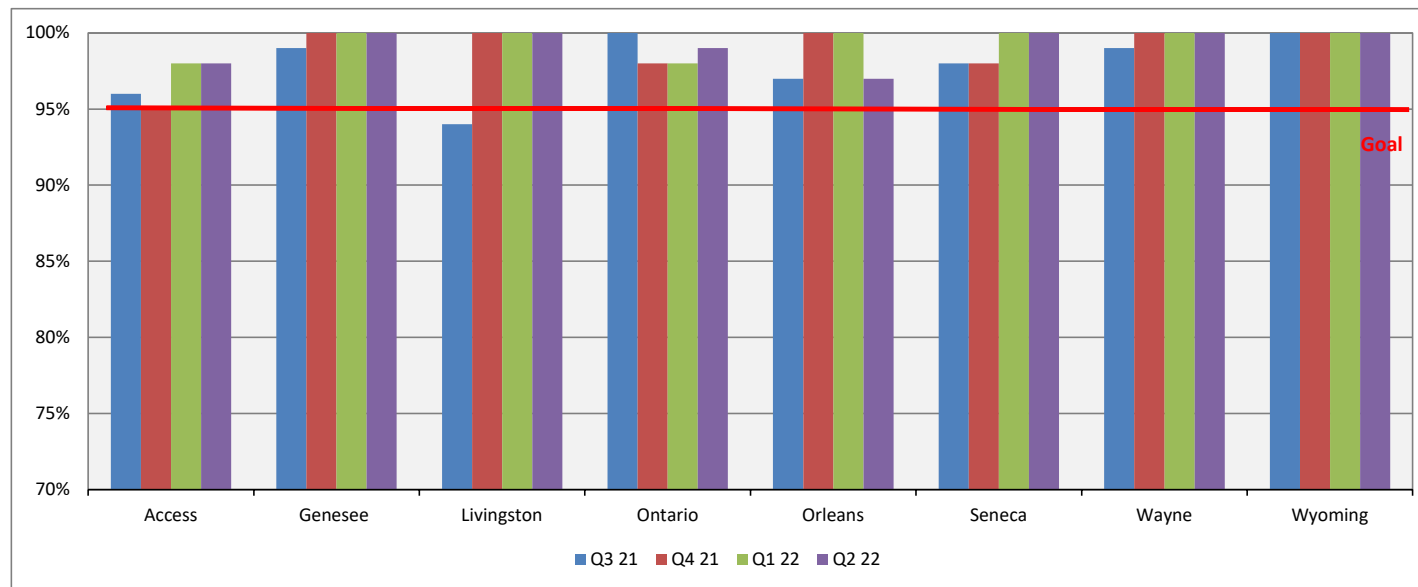


Customer Service Index

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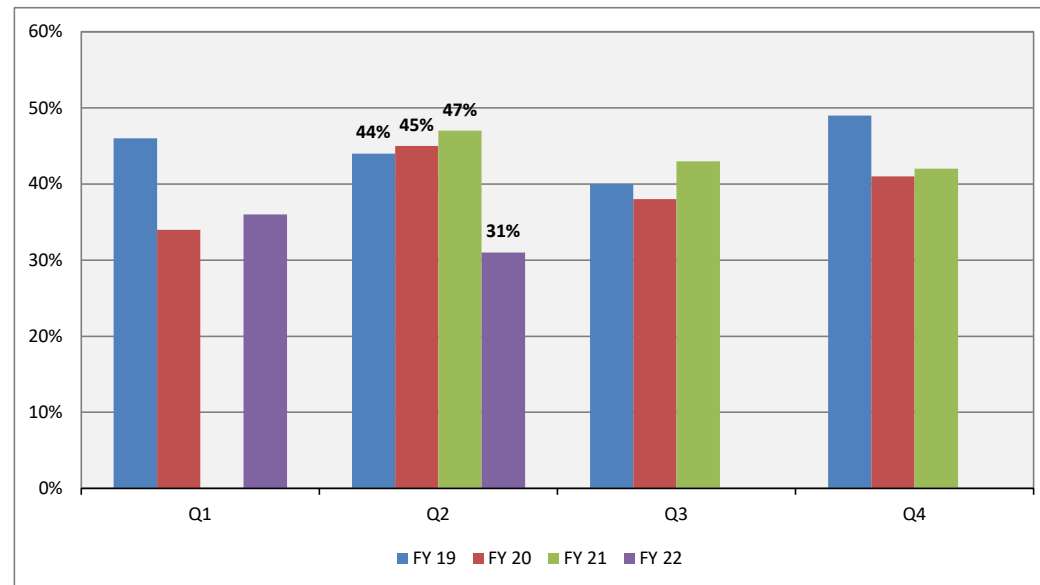
Customer Satisfaction: Trends by Quarter

- Customer Satisfaction at Access and the Regionals exceeded goal at all locations



RTS Monroe NPS: Trends by Quarter

- Q2 NPS fell below goal and reflected the impact of our customers adjusting to our new system based on survey data collected in August 2021



Note: On board customer surveying was not conducted during Q1 FY21

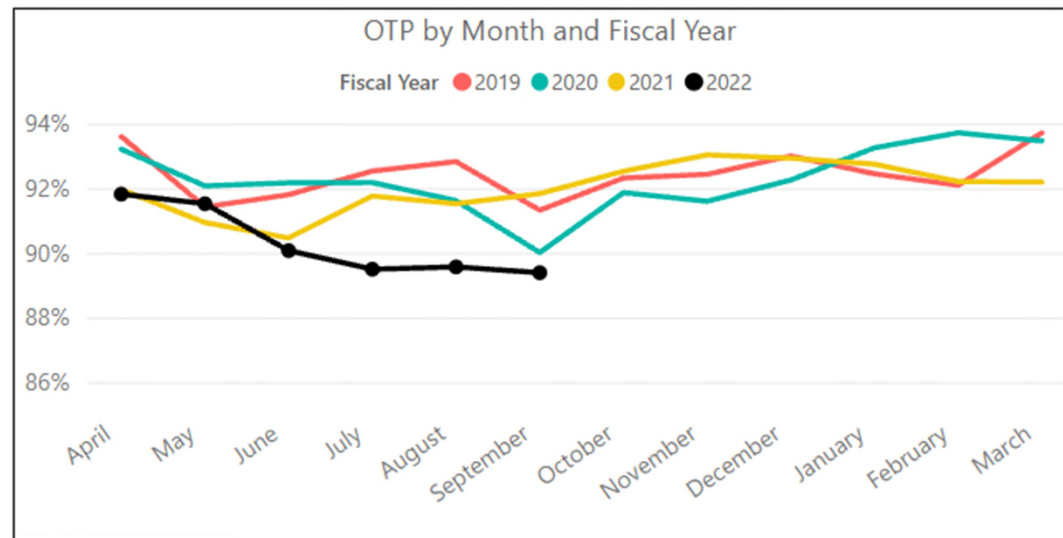


Service Performance Index

Strategic Pillars 2021-22 2nd Qtr.	Metric	Plan Goal	Actual 1st Quarter	Actual 2nd Quarter	Actual 3rd Quarter	Actual 4th Quarter	Earned Points	Goal Points	Max Points	Min Points
Service Performance Index	On-Time Performance - RTS	85.00%	91.07%	89.49%			-	-	-	-
	RTS Access	95.00%	96.3%	96.2%			6.72	6.00	7.80	4.20
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	RTS On Demand Ride Fulfillment	85.0%		74.7%			7.00	10.00	13.00	7.00
	RTS Access Booking Accuracy	95.0%		98.5%			5.05	4.00	5.20	2.80
	Pass-ups	9		3.66			7.07	6.00	7.80	4.20
	Total SPI Score						42.9	40.0	52.0	28.0

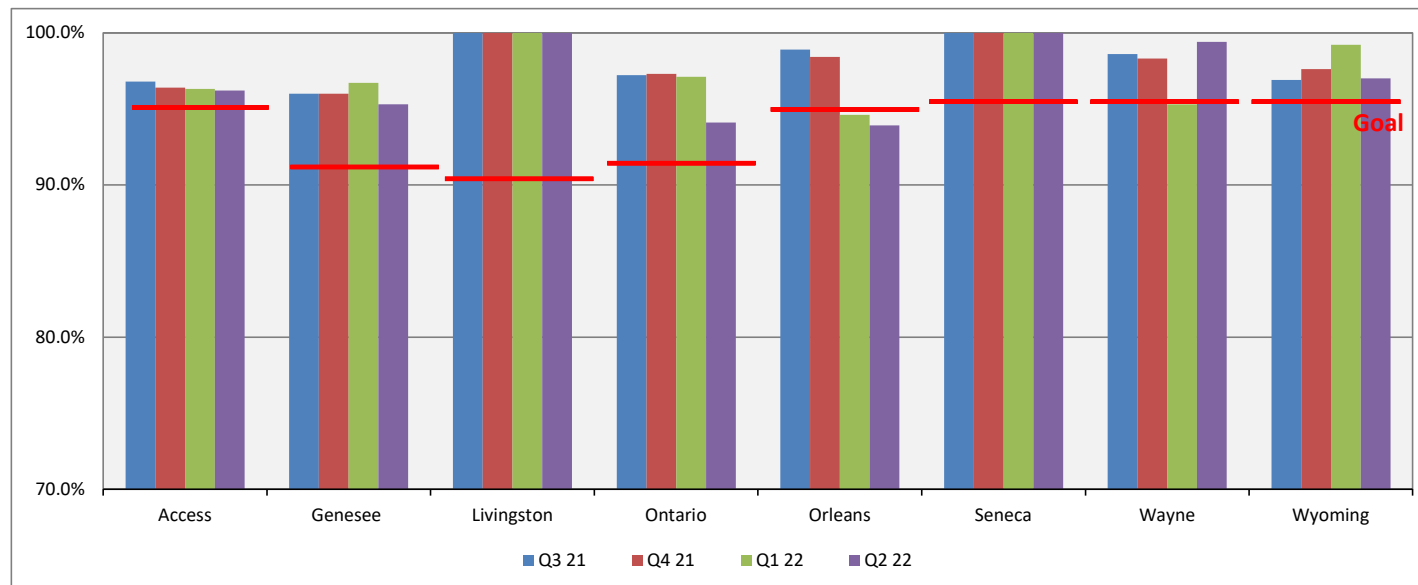
OTP-RTS Monroe: Performance Trends

- Within Q2, monthly OTP ranged from 89.4% to 89.6% vs. a goal of 85.0% (measured, not scored for Q2 TOPS)
- Early departures and late arrivals were 4.7% and 5.8%, respectively



OTP-Access and Regionals: Trends by Quarter

- Q2 OTP exceeded goal at all locations, except for Orleans.



Net Promoter Score



NPS: Wave 44 (Q2) Results

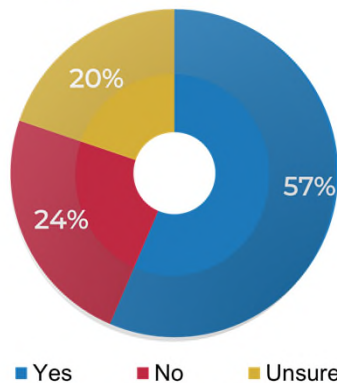
- NPS for Q2 was below NPS for Q1 and the three-year average
- Compared with the average, Detractors were up by 4% and Promoters were down by 6%

	Base	Promoters (9-10)	Passives (7-8)	Detractors (0-6)	No response	Net Promoter Score
W44	523	51%	29%	20%	*	31%
W43	512	55%	25%	19%	1%	36%
W42	509	58%	26%	16%	*	42%
W41	509	57%	29%	14%	*	43%
W40	515	59%	29%	12%	*	46%
W39	535	58%	25%	17%	*	41%
W38	520	54%	31%	16%	*	38%
W37	494	61%	22%	17%	1%	44%
W36	537	54%	25%	20%	1%	34%
W35	547	63%	21%	14%	1%	49%
W34	531	57%	25%	17%	1%	40%
W33	543	59%	25%	15%	1%	44%
W32	532	59%	26%	13%	2%	46%
Total 32-44	6807	57%	26%	16%	1%	41%

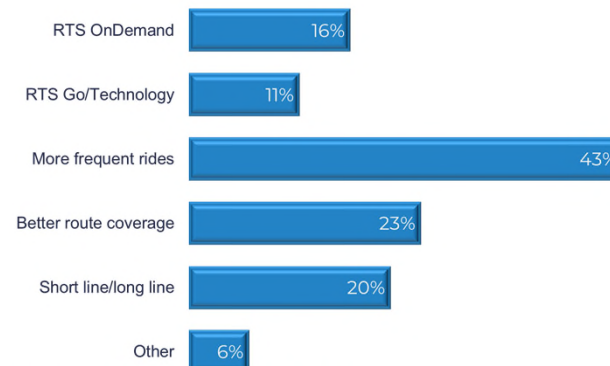
NPS: Reimagine RTS

- The changes made with Reimagine allowed over half (57%) of customers to ride more frequently, up 3% from the prior wave.
- More frequent rides and better route coverage remained the two most beneficial things from Reimagine.

Frequency of Riding



Most Beneficial Aspect



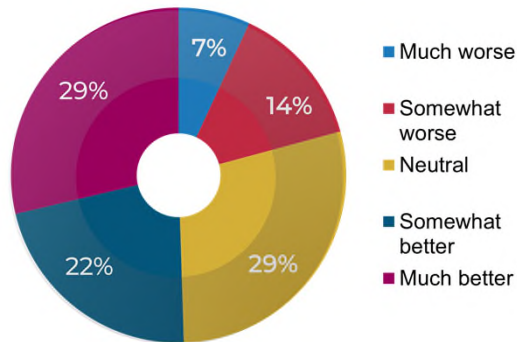
Q16 – Do the changes in rides and routes with Reimagine RTS allow you to ride RTS more frequently?

Q13 – What is the most beneficial thing you have experienced with Reimagine?

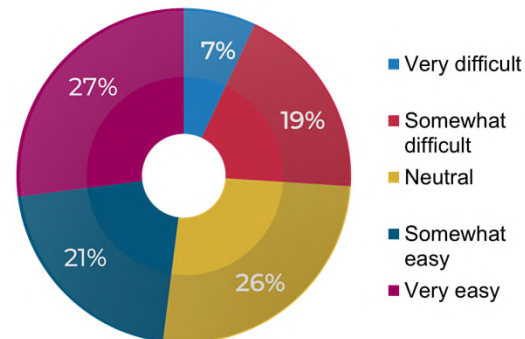
NPS: Reimagine RTS

- The majority of customers continued to feel that the changes were better and that adjusting to routes was easy.

Better or Worse



Adjusting to Routes



Q16 – Are the changes with Reimagine RTS (ride frequency, personalized rides, route coverage) better, or worse?

Q13 – Has the introduction of new routes with Reimagine RTS been easy or difficult to adjust to?

NPS: Reimagine RTS-Customer Insights

- **Promoters felt that the changes with Reimagine allowed for more convenient times and were just overall better**
 - “Because the new system helps me to get around better.”
 - “The new system has some quirks to work out but, overall, not bad.”
- **Passives had fewer negative comments about Reimagine, down 10% from Wave 43.**
 - “The new bus system is harder, but at the same time, you still get to where you need to go.”
 - “So far, happy with the increased frequency.”

NPS: Reimagine RTS-Customer Insights

- **Detractors were the most likely to make comments regarding Reimagine, though they made fewer negative comments compared to Wave 43.**
 - “Because I now have to walk from the mall to my job (a 20-minute walk) because a bus no longer goes down there.”
 - “You took away buses in certain areas that are desperately needed back.”
 - “With the recent new “revamped system”, I feel the service has become less passenger efficient.”



Summary

- Our Q2 TOPS score reflects achievement above goal for three of four key result areas with Net Promoter Score below goal and reflective of our customers continuing to adapt to the service changes brought about by Reimagine.
- Looking ahead to the second half of the year, our initial expectation was that the system would begin to stabilize and respond favorably to necessary adjustments.
- As the year progresses, we expect that the changes made to our service to meet the needs of RCSD, combined with any adjustments to restore our more frequent service, may continue to impact both Net Promoter Score and On-Time Performance.

Chief Executive Officer Report

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

Becoming a Leader in Mobility

- Our Governance Retreats in 2014, 2015 and 2016 laid the foundation for our system today. Initial guidance was to support mobility initiatives in the region, while prioritizing improved transit service.
- For the past 5 years, we partnered with the City of Rochester on Bikeshare and Vanpool offerings, while completing the Regional Redesign and launching Reimagine RTS.
- Now using our own grant funding we are offering Bikeshare and Vanpool services coordinated with our municipal partners.





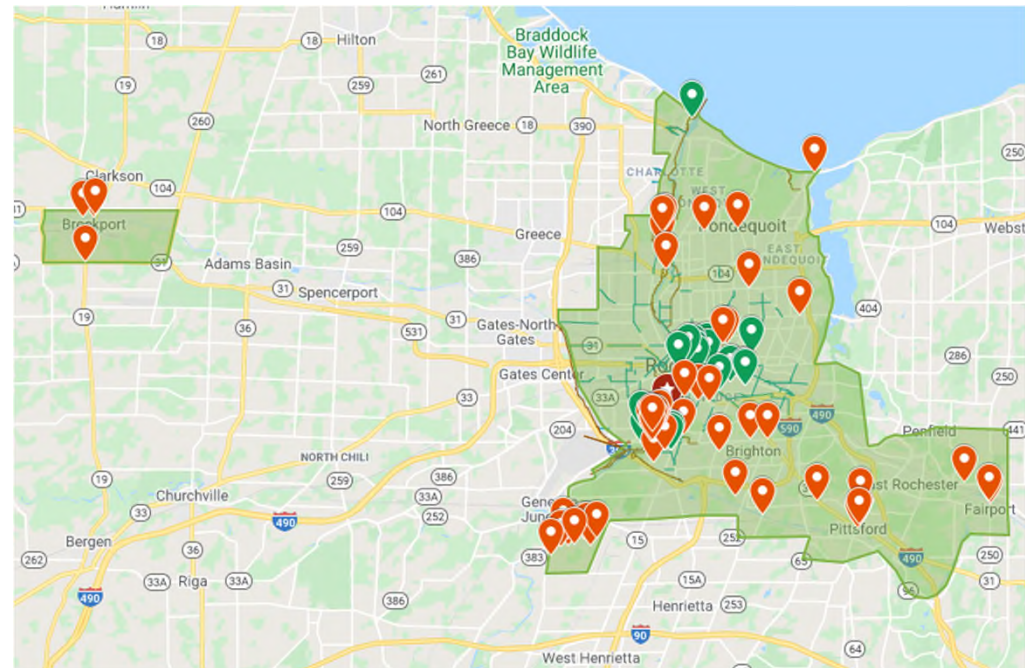

RTS Bike Share Program Update

*Presented by: Julie Boasi
Director of Service Planning*

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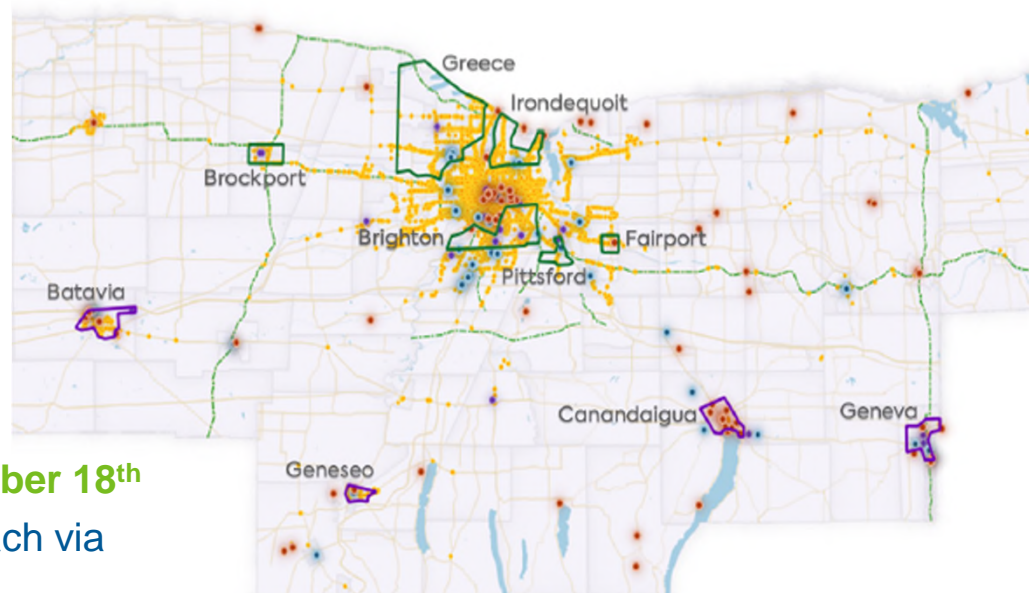
Timeline & Phases

- **2021 Season**
 - June 5 to November 1
 - Phase I implementation
 - City of Rochester
 - Town of Brighton
 - Town of Brockport
 - Village of Fairport
 - Town of Irondequoit
 - Town of Perinton
 - Town/Village of Pittsford
 - Village of Sweden
 - UR
- **Stations focused around areas of high density, popular destinations, and available bike infrastructure**



Timeline & Phases

- **2022 Season**
 - April 1 to November 1
 - Phase II outreach
 - City of Batavia
 - City of Canandaigua
 - Town of Geneseo
 - City of Geneva
 - Town of Henrietta
- **Phase II letters went out to municipalities the week of October 18th**
 - HOPR is following up with each via email and phone this week





Coordination with the City of Rochester

- **Behind the Scenes**
 - City of Rochester and RTS have separate contracts with HOPR
 - Each Town, City, Village, College, etc. has their own permits, contracts, and arrangements for how the bike share will operate within their area
- **Public-Facing**
 - RTS / City / HOPR have all worked together to launch a cohesive bike share system
 - Bikes and scooters can move between stations in the City and stations in the suburbs



Vehicles

- Pedal bikes and pedal-assist electric bikes (e-bikes) are available systemwide
- E-scooters are available in the City of Rochester



Electric Scooter



Pedal Bike



Pedal-Assist Electric Bike

Stations

- **63 total stations**
 - 35 with metal racks, 28 with sidewalk decals
- **Accommodate both bikes and scooters**
- **Stations are modular and hold 6-12 vehicles per location**
- **Trips must begin and end at stations**





Media Coverage

System Launch
July 22, 2021



- Joint press event with RTS, City of Rochester, and HOPR
- Covered by all major media outlets

Media Coverage



October 14, 2021

- **WXXI host Teej Jenkins uses HOPR bikes for ROC City Rides episode**

September 15, 2021

- **ESL and ROC Freedom Riders announce the installation of eight new hubs to support equitable access to bikes and scooters**





What People are Saying...

"We're proud to collaborate with HOPR, who has made a commitment to addressing access to more transportation and equity in cycling in neighborhoods like mine where car ownership is less."

- *Rashad Smith, Roc Freedom Riders*

"Riding my HOPR electric bike was so fun!!"

- *Alex Brown, ROC City Rides blog / City of Rochester*

"We need to build a demand of HOPR. We need to continue to do what we're doing today, show that there's a lot of community support."

- *Commissioner Norman Jones, City of Rochester*

"HOPR is excited about launching and operating the program and is thankful for the support from RTS, the City of Rochester and all the other towns and universities participating in the program."

- *Josh Squire, CEO of HOPR*

Statistics

Month	Trips	Users	Weekday Trips
June 2021	7,313	2,482	69%
July 2021	10,614	3,131	64%
August 2021	7,657	2,099	73%
September 2021	3,305	998	72%
October 2021	1,764	606	70%

- There were a total of approximately 31,000 trips by more than 7,000 unique customers over the 2021 season
- For the whole 2021 season the system averaged 151 weekday trips and 68 weekend trips
- At its highest point, the system averaged 226 weekday trips and 95 weekend trips

Summary

- In alignment with our mission and vision, RTS is taking the lead with municipal and institutional partners to expand bike share options in our region
- Implementation of Phase I of the program was successful thanks to coordination with the City of Rochester and HOPR
- Phase II will build on this success and expand the bike share system in 2022 and beyond

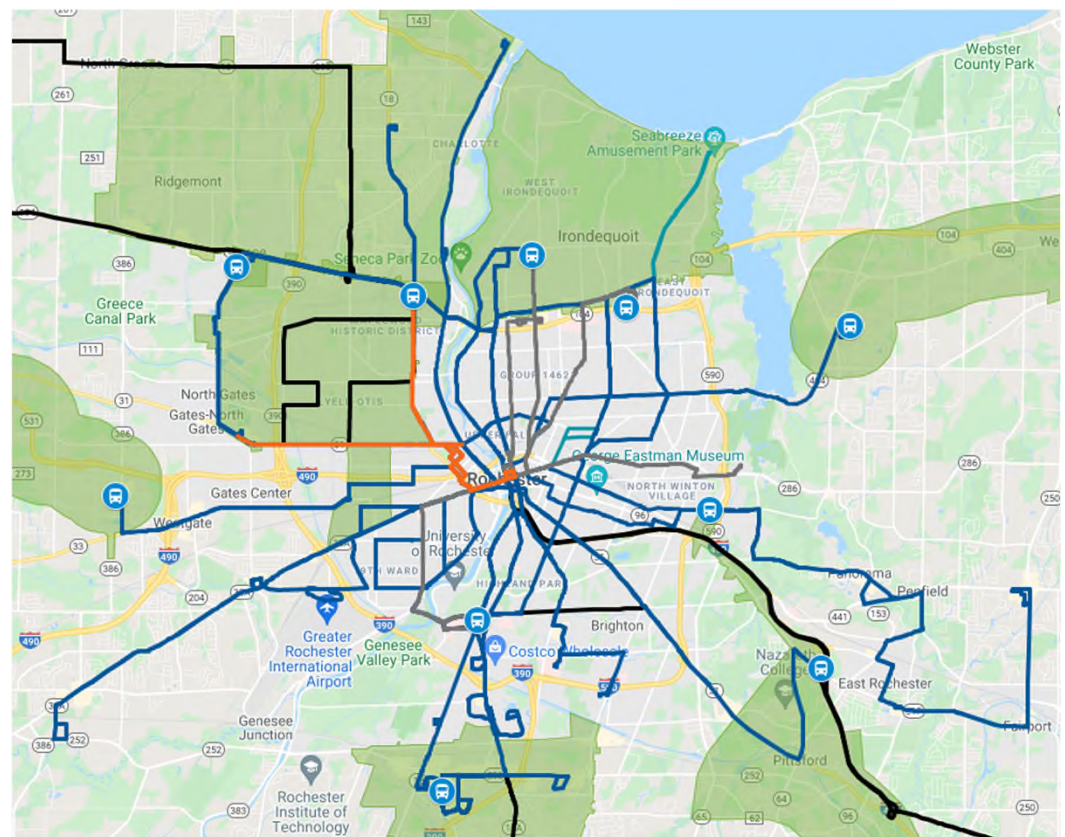


Frequent Service Update



September 2021

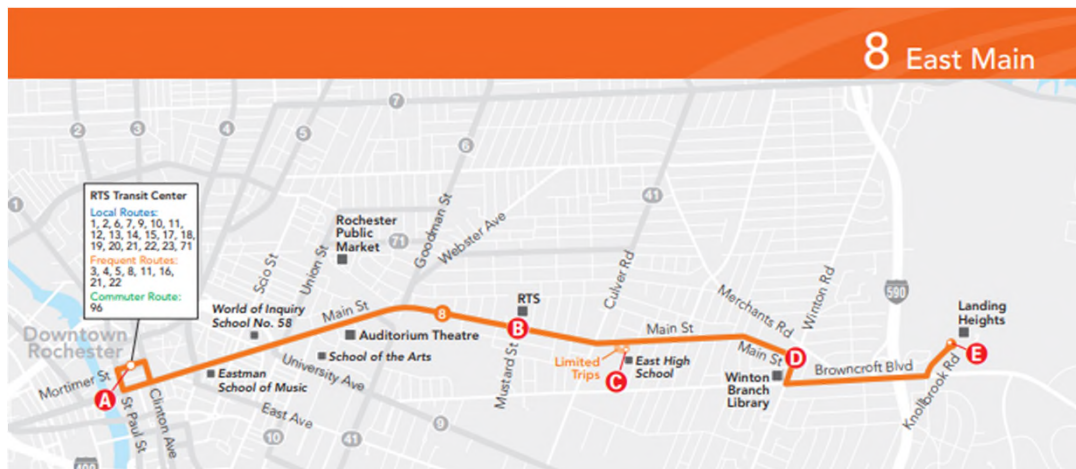
- **Frequent (15-minute) service removed from:**
 - Route 3 Joseph
 - Route 4 Hudson
 - Route 5 Portland
 - Route 8 East Main
 - Route 11 Monroe
 - Route 16 Genesee
 - Route 22 Lake
- **Only frequent service remaining is on the Route 21 Dewey and the Lyell Avenue frequent corridor (overlap between Route 20 Lyell and Route 42 Lyell/Upper Falls Crosstown)**





January 2022

- Frequent (15-minute) service will be reinstated on two additional routes:
 - Route 8 East Main
 - Route 16 Genesee



Chief Executive Officer Report

- TOPS Report
- Project Highlight
- Miscellaneous



RTS Wyoming Employee Appreciation Dinner

October 12, 2021





RTS Livingston Employee Appreciation Dinner

October 13, 2021



Thank You Veterans!

- **Veterans Employed at RTS: 90**
- **Number of Unique RTS/VOC Veteran Passes: 927**
- **Number of Veteran Pass Rides: 191,678**



Financial Report

Presented by: Scott Adair, CFO



RGRTA - Consolidated Budget Status Report (000's) - FY 2021-2022
9/30/2021

Financial Report

<u>Revenues</u>	<u>Budget 2021-22</u>	<u>FYTD 9/30/2021</u>	<u>Projected 3/31/2022</u>	<u>Budget Variance</u>
Total Locally Generated	\$ 16,459	\$ 7,215	\$ 14,688	\$ (1,771)
Total Government Subsidies	\$ 83,677	\$ 31,232	\$ 86,722	\$ 3,045
Mortgage Tax	\$ 11,557	\$ 8,374	\$ 11,557	\$ -
Grand Total Revenue	\$ 111,693	\$ 46,821	\$ 112,968	\$ 1,275
<u>Expenses</u>				
Personnel				
Salary & Wages	\$ 56,292	\$ 26,039	\$ 55,750	\$ 542
Fringe Benefits	\$ 25,905	\$ 11,079	\$ 25,905	\$ -
Total Personnel	\$ 82,197	\$ 37,119	\$ 81,655	\$ 542
Non-Personnel				
Services	\$ 9,921	\$ 4,330	\$ 10,344	\$ (424)
Fuel/Lubricants	\$ 5,591	\$ 2,193	\$ 5,591	\$ -
Parts	\$ 4,026	\$ 1,716	\$ 4,026	\$ -
Other	\$ 9,959	\$ 2,533	\$ 9,890	\$ 69
Total Non-Personnel	\$ 29,496	\$ 10,772	\$ 29,851	\$ (355)
Grand Total Expenses	\$ 111,693	\$ 47,890	\$ 111,506	\$ 187
Net Income/Deficit From Operations & Subsidies	\$ -	\$ (1,069)	\$ 1,462	\$ 1,462



ROCHESTER
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BOARD OF COMMISSIONERS AGENDA ITEM COVER SHEET

Board Meeting Date:	November 4, 2021
Presenter:	Dave Belaskas
Subject:	Resolution Authorizing the Award of a Contract for Professional Design Services for the Proposed RTS Monroe Garage D Charging Depot Project
Background:	<p>The Authority requires a professional engineering and design service firm to complete a 30% design for a proposed RTS Monroe Garage D Charging Depot Project, which is envisioned to include bus storage and charging facility for sixty (60) battery electric buses with charging infrastructure.</p> <p>The Authority sought proposals by issuing a Request for Proposals (RFP) and publicly advertising it in the <u>Minority Reporter</u> on August 12, 2021, the <u>New York State Contract Reporter</u> on August 13, 2021 and the <u>Rochester Business Journal</u> on August 20, 2021.</p> <p>Sixty-two (62) suppliers and potential subcontractors were notified of the RFP and five (5) responsive proposals were received on September 13, 2021.</p> <p>An evaluation and systematic scoring process was undertaken based on the following seven (7) technical criteria:</p> <ul style="list-style-type: none">• Proposing Firm Qualifications & Experience• Overview of Subcontractors and their Relevant Qualifications & Experience• Other Clients• Staff to be Assigned to RGRTA• Project Plan & Organizational Chart• Experience with OGS Permitting• Civil Rights Evaluation <p>The Authority scored the firms as follows:</p> <ul style="list-style-type: none">• C&S Engineers, Inc. of Rochester NY: 52• El Team, Inc. of Buffalo: 37• LaBella Associates, DPC of Rochester, NY: 72• Popli Design Group, of Penfield, NY: 70• Stantec Consulting Services, Inc. of Rochester NY: 75

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	<p>The Authority determined that Stantec Consulting Services, Inc. submitted the proposal that is the most favorable and in the best interest of the Authority based on the criteria listed above. The Authority conducted this RFP using the Federal "Brooks Act" method and after selecting Stantec Consulting Services, Inc. a Fee Proposal was requested.</p> <p>Stantec Consulting Services, Inc. appears to be a responsible firm and the pricing submitted is fair and reasonable.</p>
Financial Impact:	<p>The cost for the above services is \$452,860 with a 10% contingency of \$45,286 for a total cost of \$498,146.</p> <p>The proposed project is anticipated to be funded in the standard 80% federal, 10% state and 10% local unless other grant(s) become available.</p>
Recommendation:	<p>That the Chief Executive Officer or his designee is authorized to execute a contract with Stantec Consulting Services, Inc. to provide Professional Design Services to complete a 30% design of the proposed Garage D Charging Depot Project.</p>

Resolution: RGRTA 43-2021

RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR PROFESSIONAL DESIGN SERVICES FOR THE PROPOSED RTS MONROE GARAGE D CHARGING DEPOT PROJECT

WHEREAS, the Authority requires a professional engineering and design service firm to complete a 30% design for the proposed RTS Monroe Garage D Charging Depot Project, which is envisioned to include bus storage and charging facility for sixty (60) battery electric buses with charging infrastructure.; and

WHEREAS, Authority sought proposals by issuing a Request for Proposals (RFP) and publicly advertising it in the Minority Reporter on August 12, 2021, the New York State Contract Reporter on August 13, 2021 and the Rochester Business Journal on August 20, 2021; and

WHEREAS, sixty two (62) suppliers and potential subcontractors were notified of the RFP and five (5) responsive proposals were received on September 13, 2021; and

WHEREAS, the Authority conducted a thorough evaluation of the proposals that were received and concluded that Stantec Consulting Services, Inc. submitted a responsive proposal, their pricing is fair and reasonable, and they appear to be a responsible firm.

NOW, THEREFORE, BE IT RESOLVED, that the Chief Executive Officer or his designee is authorized to execute a contract with Stantec Consulting Services, Inc. to complete a 30% design of the proposed Garage D Charging Depot in the amount of \$452,860; and

BE IT FURTHER RESOLVED that the Chief Executive Officer or his designee is authorized to increase the value of the contract by up to \$45,286 for justified orders on the contract resulting in the total authorization not-to-exceed \$498,146; 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 Quarterly Meeting of the Rochester Genesee Regional Transportation Authority which was held on November 4, 2021 and that the Resolution is still in full force and effect.

Donald Jeffries, Chairman

Date: November 4, 2021
Rochester, New York



Resolution Authorizing the Award of a Contract for Professional Design Services for the Proposed RTS Monroe Garage D Charging Depot Project

RGRTA 43-2021

Presented by David Belaskas, Director of Engineering & Facilities Maintenance



Introduction

- **The Authority seeks to engage a professional engineering and design firm to complete a 30% design and environmental review for the RTS Monroe Garage D Charging Depot Project.**
- **The preliminary design of this proposed project is one additional step in the Authority's Zero Emission Initiative. The other steps have included.**
 - Ten (10) battery electric buses placed in service
 - Installation of charging infrastructure for up to 10 battery electric buses
 - Upgrading of electrical infrastructure for RTS Monroe Campus for an additional ten (10) battery electric buses
 - Zero Emission Master Plan to be completed by February 2022
 - Construction of additional charging infrastructure through the New York Power Authority



RFP Process

- **RFP Released in August 2021 and advertised in:**
 - [New York State Contract Reporter](#), [Rochester Business Journal](#), and the [Minority Reporter](#)
- **Sixty-two (62) suppliers and potential subcontractors were notified of the RFP and five (5) responsive proposals were received on September 13, 2021.**
- **Evaluation Criteria:**
 - Qualifications, Resources and Experience of the Firm
 - Overview of Subcontractors and their Relevant Qualifications & Experience
 - Other Clients
 - Experience of the Team Assigned to the Project
 - Project Plan, Organizational Chart & Experience with OGS Permitting
 - Civil Rights Evaluation



RFP Process

- **A thorough evaluation was conducted, and the scores were as follows:**
 - C&S Engineers, Inc. of Rochester NY: 52
 - El Team, Inc. of Buffalo, NY: 37
 - LaBella Associates, DPC of Rochester NY: 72
 - Popli Design Group of Penfield NY: 70
 - Stantec Consulting Services, Inc. of Rochester NY: 75
- **Stantec Consulting Services, Inc. is the recommended awardee**



Recommendation

That the Chief Executive Officer or his designee is authorized to execute a contract with Stantec Consulting Services, Inc. to provide Professional Design Services to complete a 30% design of a proposed RTS Monroe Garage D Charging Depot Project in the amount of \$452,860.

In addition, the Chief Executive Officer or his designee is authorized to increase the contract for justified change orders in the amount of \$45,286 resulting in the total authorization not to exceed \$498,146.



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BOARD OF COMMISSIONERS AGENDA ITEM COVER SHEET

Board Meeting Date:	November 4, 2021
Presenter:	David Belaskas
Subject:	Resolution Establishing the Authority as Lead Agency and Adopting a Negative Declaration Pursuant to the New York State Environmental Quality Review Act for the RTS Seneca Bus Facility Project
Background:	<p>The Authority is proposing to develop and construct a new bus facility in Seneca County by undertaking the RTS Seneca Bus Facility Project (the "Project"). The Authority is seeking to purchase a 1.8-acre site at the intersection of Thurber Drive and DiPronio Drive in the Village of Waterloo, Seneca County, NY. The project site is located on a portion of a property currently designated as tax lot 08-2-79 and owned by Seneca County. The Authority would acquire the portion of the site used for the project from the County.</p> <p>The Project would consist of a new approximately 13,600 square foot bus facility that would provide space for bus storage, basic maintenance activities, bus washing and office space. Additional site improvements would include a parking area, sidewalks, lighting, landscaping, utilities, stormwater management and sanitary sewage connection.</p> <p>The Authority must comply with the New York State Environmental Quality Review Act ("SEQRA") in planning and developing the Project which includes determining whether the Project will result in significant adverse impacts on the environment. To identify and assess the environmental impacts of the Project, an environmental Assessment Form under SEQRA and an Environmental Assessment under the National Environmental Policy Act ("NEPA") has been prepared, reviewed and considered in each of the analyses undertaken concerning the Project and reviewed and considered applicable laws, regulations and guidance concerning potential impacts from the Project, and comments from involved and interested agencies. The analysis and review of the Project did not identify any significant adverse environmental impacts.</p>
Financial Impact:	There is no financial impact to the Authority.

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Recommendation:

That the Board declare itself lead agency for the purpose of undertaking a coordinated SEQRA review and find that the Project will not result in any significant adverse environmental impact and authorize the execution of a Negative Declaration under SEQRA.

Resolution: RGRTA 44-2021

RESOLUTION ESTABLISHING THE AUTHORITY AS LEAD AGENCY AND ADOPTING A NEGATIVE DECLARATION PURSUANT TO THE NEW YORK STATE ENVIRONMENTAL QUALITY REVIEW ACT FOR THE RTS SENECA BUS FACILITY PROJECT

WHEREAS, the Rochester Genesee Regional Transportation Authority (the “Authority”) proposed to undertake a project to construct a new bus facility in Seneca County by undertaking the RTS Seneca Bus Facility Project (the “Project”); and

WHEREAS, the Project involves the purchase of a 1.8-acre site at the intersection of Thurber Drive and DiPronio Drive in the Village of Waterloo, Seneca County, NY from Seneca County, the construction of a new approximately 13,600 square foot bus facility that would provide space for sheltered bus storage, minimal maintenance activities, bus washing and administrative office space, additional site improvements including a parking area, sidewalks, lighting, landscaping, utilities, stormwater management and sanitary sewage connection; and

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

WHEREAS, the Authority with its staff and consultants (collectively referred to as the “Authority”) has assisted the Federal Transit Administration (“FTA”) with FTA’s compliance with the National Environmental Policy Act of 1969 (“NEPA”), which also applies to the planning and development of the Project, by developing information and analyses necessary to complete a NEPA Environmental Assessment of the Project dated November 29, 2016 (hereinafter the “NEPA EA”); and

WHEREAS, the Authority has prepared and submitted the NEPA EA to FTA, which discusses and analyzes: (i) the purpose of the need for the Project; (ii) alternatives to the Project, (iii) each of the applicable potential impacts, including indirect and cumulative impacts, from the Project, including, but not limited to impacts to traffic and parking, community character, land use and zoning, energy use, waste disposal, socioeconomic factors, and archeological and historic resources; and (iv) such matters as are needed to assist FTA in satisfying its obligations under Section 106 of the National Historic Preservation Act, to satisfy the requirements of Section 4(f) of the U.S. Department of Transportation Act of 1966, and to satisfy the requirements of the New York State Historic Preservation Act of 1980; and

WHEREAS, FTA has indicated that the Project is eligible for categorical exclusion; and

WHEREAS, in accordance with the requirements of SEQRA, the Authority completed Part 1 of a Short Environmental Assessment Form (“EAF”) for the Project, and provided a copy

of Part 1 of the EAF to all involved and interested agencies, as those terms are defined in the Regulations, with a request for concurrence for the Authority to designate itself as “lead agency,” as this term is defined in the Regulations, for the purpose of undertaking a coordinated review of the Project, and;

WHEREAS, the Authority received no objections to it acting as lead agency from any of the involved or interested agencies and the 30-day period provided for any such objections has passed;

WHEREAS, the Authority has undertaken the required SEQRA review of the Project, including undertaking appropriate studies and analyses as more fully documented in the NEPA EA regarding potential impacts of the Project, and the Authority has also analyzed such impacts by causing the completion of the EAF, including Parts 1, 2 and 3 thereof (Parts 1 and 2 of the EAF are attached as Attachment A); and

WHEREAS, as required by SEQRA, including by 6 NYCRR. §617.15, the Authority has considered the NEPA EA, as well as the EAF, including Parts 1, 2 and 3 thereof; and

WHEREAS, the Authority has reviewed determinations and correspondence from the FTA concerning potential impacts from the Project; and

WHEREAS, pursuant to the Regulations, the Authority has considered the significance of the potential environmental impacts of the Project by (a) using the criteria specified in Section 617.7 of the Regulations, and (b) examining the EAF for the Project, together with other available supporting information, to identify the relevant areas of environmental concern, and (c) thoroughly analyzing the identified areas of relevant environmental concern;

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

NOW, THEREFORE, BE IT RESOLVED, that:

1. The Authority designates itself lead agency pursuant to SEQRA and the Regulations for purposes of undertaking a coordinated review for this Project; and
2. After considering the scope and components of the Project, and the Regulations set forth at 6 NYCRR Sections 617.4 and 617.5, the Authority classifies the Project as an “Unlisted” action under SEQRA; and
3. The Authority has determined that no significant adverse environmental impacts are noted in the EAF for the Project, and none are known to the Authority. Therefore, the Authority hereby determines that the Project will not have a significant adverse environmental impact, and the Authority will not require the preparation of an environmental impact statement with respect to the Project, and
4. The findings and conclusions contained in the Negative Declaration attached hereto as Attachment B are hereby adopted and incorporated by reference into this Resolution.

5. The Chief Executive Officer of the Authority and/or his designee are authorized and directed to cause this negative declaration resolution and the attached Negative Declaration to be executed and filed in accordance with the Regulations.
6. The Chief Executive Officer and/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.
7. This Resolution shall take effect immediately.

CERTIFICATION

The undersigned hereby certifies that the above is an excerpt from the Minutes of a Quarterly Meeting of the Rochester Genesee Regional Transportation Authority, which was held on November 4, 2021, and that the Resolution is still in full force and effect.

Donald Jeffries, Chairman

Date: November 4, 2021
Rochester, New York

ATTACHMENT A

Short Environmental Assessment Form Part 1 - Project Information

Instructions for Completing

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

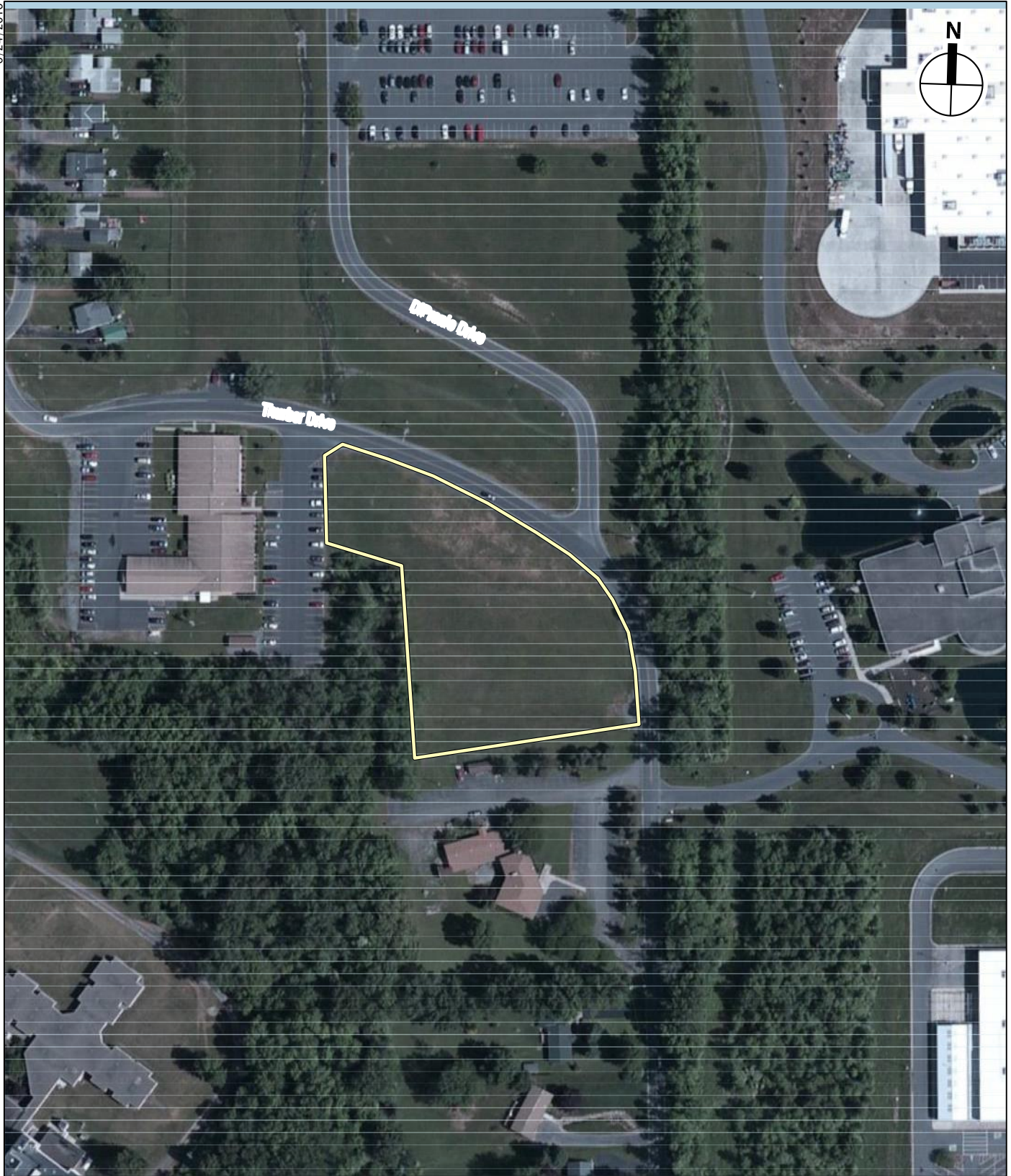
Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 - Project and Sponsor Information			
Name of Action or Project: RTS Seneca Bus Facility Project			
Project Location (describe, and attach a location map): Intersection of Thurber Drive and DiPronio Drive, Waterloo, New York; Tax Lot 08-2-79 (see Figure 1)			
Brief Description of Proposed Action: The Project would consist of a new approximately 13,600-square-foot bus facility. The facility would consist of administrative offices and bus storage with associated bus washing. Additional site improvements would include a parking area, sidewalks, lighting, landscaping, utilities, stormwater management, and sanitary sewage connection. RTS Seneca currently operates from the County office building just north of the project site, and buses are stored in the office's parking lot. The Project would allow RTS Seneca to provide sheltered storage for its buses and to consolidate administrative, storage, and routine maintenance operations on a dedicated site.			
Name of Applicant or Sponsor: Rochester-Genesee Regional Transportation Authority (RGRTA), David Belaskas, P.E., Dir. of Engineering and Facilities Mgmt.		Telephone: (585) 654-0658	
		E-Mail: dbelaskas@myrts.com	
Address: 1372 East Main Street			
City/PO: Rochester	State: New York	Zip Code: 14609	
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.		NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval: FTA (funding), NYS Dept. of Transportation (funding) NYS Dept. of Environmental Conservation (SPDES Permit), NYS Office of General Services (Building Permit), Seneca County (disposition of land)		NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>
3.a. Total acreage of the site of the proposed action?		<u>Approx. 1.8</u> acres	
b. Total acreage to be physically disturbed?		<u>Approx. 1.8</u> acres	
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?		<u>Approx. 1.8</u> acres	
4. Check all land uses that occur on, adjoining and near the proposed action. <div style="display: flex; flex-wrap: wrap;"> <div style="width: 50%;"><input type="checkbox"/> Urban</div> <div style="width: 50%;"><input type="checkbox"/> Rural (non-agriculture)</div> <div style="width: 50%;"><input checked="" type="checkbox"/> Industrial</div> <div style="width: 50%;"><input checked="" type="checkbox"/> Commercial</div> <div style="width: 50%;"><input type="checkbox"/> Residential (suburban)</div> <div style="width: 50%;"><input type="checkbox"/> Forest</div> <div style="width: 50%;"><input type="checkbox"/> Agriculture</div> <div style="width: 50%;"><input type="checkbox"/> Aquatic</div> <div style="width: 50%;"><input checked="" type="checkbox"/> Other (specify): <u>Institutional (County Bldgs, Church)</u></div> <div style="width: 50%;"><input type="checkbox"/> Parkland</div> </div>			

5. Is the proposed action, a. A permitted use under the zoning regulations? RGRTA is not subject to local zoning.	NO	YES	N/A
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. Are public transportation service(s) available at or near the site of the proposed action?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Are any pedestrian accommodations or bicycle routes available on or near site of the proposed action?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: _____	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
12. a. Does the site contain a structure that is listed on either the State or National Register of Historic Places?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. Is the proposed action located in an archeological sensitive area?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency? A channelized stream is adjacent to the project site.	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: <u>Floodplain:</u> <u>according to the</u> _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input checked="" type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban <input type="checkbox"/> Suburban			
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered? All of NY State provides habitat for the <u>Northern long-eared bat listed as federally threatened</u>	NO	YES	
		<input checked="" type="checkbox"/>	
16. Is the project site located in the 100 year flood plain? The stream adjacent to the project site is part of the flood plain. *	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, a. Will storm water discharges flow to adjacent properties? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe: <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES <u>Stormwater runoff would be managed on-site in accordance with all applicable NYSDEC regulations, and would be discharged to the existing municipal sewer system.</u> _____			

*Floodplain: According to the Federal Emergency Management Agency (FEMA) Flood Insurance Rate Map (FIRM) Map Number 360760 0001 B, Seneca County, effective date August 3, 1981, the site is located within Zone C and may encroach on a Zone A classification. However, the stream located in Zone A is currently piped and is no longer overland flow through the proposed site.

18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)? If Yes, explain purpose and size: _____ _____ _____	NO 	YES
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____ _____ _____	NO 	YES
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____ _____ _____	NO 	YES
I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE Applicant/sponsor name: _____ Date: _____ Signature: _____		



 Project Site

0 200 FEET


Project:

Date:

Short Environmental Assessment Form
Part 2 - Impact Assessment

Part 2 is to be completed by the Lead Agency.

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

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

Project:

Date:

Short Environmental Assessment Form

Part 3 Determination of Significance

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

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

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

Name of Lead Agency

Date

Print or Type Name of Responsible Officer in Lead Agency

Title of Responsible Officer

Signature of Responsible Officer in Lead Agency

Signature of Preparer (if different from Responsible Officer)



**ROCHESTER
GENESEE REGIONAL
TRANSPORTATION
AUTHORITY**

BOARD OF COMMISSIONERS AGENDA ITEM COVER SHEET

Board Meeting Date:	November 4, 2021
Presenter:	David Belaskas
Subject:	Resolution Authorizing the Acquisition of Real Property in the Village of Waterloo, Seneca County
Background:	<p>The Authority is proposing to develop and construct a new bus facility in Seneca County by undertaking the RTS Seneca Bus Facility Project (the "Project").</p> <p>The Authority is seeking to purchase a 1.8-acre site at the intersection of Thurber Drive and DiPronio Drive in the Village of Waterloo, Seneca County, NY. The parcel is located on a portion of a property currently designated as tax lot 08-2-79 and owned by Seneca County. Following acquisition, an approximately 13,600 square foot facility would be constructed that would provide space for bus storage, basic maintenance activities, bus washing and administrative office space. Additional site improvements would include a parking area, sidewalks, lighting, landscaping, utilities, stormwater management and sanitary sewage connection.</p> <p>The current owner of the property, Seneca County has offered to sell the property to the Authority for \$110,000 an amount which has been deemed appropriate by two independent appraisers.</p>
Financial Impact:	The acquisition amount would be \$110,000. The Project will be funded with Federal, New York State and Authority funds.
Recommendation:	That the CEO or his designee be authorized to execute any and all documents with Seneca County to acquire the property in the Village of Waterloo, Seneca County.

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Resolution: RGRTA 45-2021

RESOLUTION AUTHORIZING THE ACQUISITION OF REAL PROPERTY IN THE VILLAGE OF WATERLOO, SENECA COUNTY

WHEREAS, the Rochester Genesee Regional Transportation Authority (the "Authority") desires to implement the RTS Seneca Bus Facility Project (the "Project"); and

WHEREAS, in connection therewith, the Authority entered into a Purchase and Sale Agreement with Seneca County to purchase 1.8 +/- acres of land located at the intersection of Thurber Drive and DiPronio Drive in the Village of Waterloo, Seneca County, NY from Seneca County (the "Property"); and

WHEREAS, the Authority had an appraisal prepared that established the fair market value of the property at \$110,000; and

WHEREAS, the Project, including acquisition of the land, will be funded with Federal (80%), New York State (10%) and Authority (10%) funds; and

WHEREAS, by Resolution RGRTA 44-2021 approved on November 4, 2021 the Authority fulfilled its obligation to comply with the New York State Environmental Quality Review Act ("SEQRA") by establishing itself as the lead agency and issuing a negative declaration with respect to the Project.

NOW, THEREFORE, BE IT RESOLVED, that the Authority consents to the acquisition of the Property located at the intersection of Thurber Drive and DiPronio Drive in the Village of Waterloo, Seneca County.

BE IT FURTHER RESOLVED, that the Chief Executive Officer and/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.

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

CERTIFICATION

The undersigned hereby certifies that the above is an excerpt from the Minutes of a Quarterly Meeting of the Rochester Genesee Regional Transportation Authority, which was held on November 4, 2021, and that the Resolution is still in full force and effect.

Donald Jeffries, Chairman

Date: November 4, 2021
Rochester, New York



ROCHESTER
GENESEE REGIONAL
TRANSPORTATION
AUTHORITY

BOARD OF COMMISSIONERS AGENDA ITEM COVER SHEET

Board Meeting Date:	November 4, 2021
Presenter:	Christian Mahood
Subject:	Resolution Authorizing the Award of a Contract for Live Streaming for the Authority's Public Meetings
Background:	<p>The Authority requires a qualified professional live streaming firm for the provision of broadcasting public meetings, board management software and other related services as necessary. These services are required due to New York State Law.</p> <p>The Authority sought proposals by issuing a Request for Proposals (RFP) and publicly advertising it in the <u>Rochester Business Journal</u> and the <u>New York State Contract Reporter</u> on September 17, 2021.</p> <p>One hundred thirty-six (136) potential suppliers and subcontractors were notified of this RFP and two (2) responsive proposals were received on October 8, 2021.</p> <p>An evaluation and systematic scoring process was undertaken based on the following three (3) criteria:</p> <ul style="list-style-type: none">• Qualifications, Resources and Experience• Quality/Capabilities of the Hardware and Software• Price <p>The Authority scored the firms as follows:</p> <ul style="list-style-type: none">• Town Hall Streams LLC in York, Maine: 87• WorldCast Live Inc. in Brooklyn, New York: 45 <p>The Authority determined that Town Hall Streams, LLC submitted the proposal that is most favorable and in the best interest of the Authority based on all evaluation criteria including price.</p> <p>The Authority concluded that Town Hall Streams LLC submitted a responsive proposal that was determined to be fair and reasonable. Town Hall Streams LLC appears to be a responsible bidder.</p>
Financial Impact:	The annual expense for board management software and broadcasting of meetings is \$4,800 for years one through three. In addition, a one-time setup fee and a video encoder will cost an additional \$1,000. The other related service is for closed captioning at \$150 per hour of meeting time.

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	<p>The cost of these services are included in the 2021-2022 Authority's Operating Budget and will be provided for in future budgets.</p> <p>Price increases for the optional years shall not exceed the Consumer Price Index (All Urban Consumers) for the preceding twelve (12) months, or three percent (3%) whichever is less.</p>
Recommendation:	<p>That the CEO or his designee be granted authority to enter into a contract with Town Hall Streams LLC for broadcasting public meetings, board management software and other related services for a term of three (3) years with the option to execute two (2) additional one-year terms.</p>

Resolution: RGRTA 46-2021

**RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR
LIVE STREAMING FOR THE AUTHORITY'S PUBLIC MEETINGS**

WHEREAS, the Authority requires the services of a qualified professional live streaming firm for the provision of broadcasting public meetings, board management software and other related services as necessary. These services are required due to New York State Law; and

WHEREAS, the Authority sought proposals by issuing a Request for Proposals (RFP) and publicly advertising it in the Rochester Business Journal and the New York State Contract Reporter on September 17, 2021; and

WHEREAS, one hundred thirty-six (136) potential suppliers and subcontractors were notified of this RFP and two (2) responsive proposals were received on October 8, 2021 from Town Hall Streams LLC in York, Maine and WorldCast Live Inc. in Brooklyn, New York; and

WHEREAS, based on a thorough evaluation of the proposals, giving consideration to the qualifications, resources, experience, and price proposed, the Authority determined that Town Hall Streams LLC submitted a responsive proposal that was determined to be fair and reasonable; and

WHEREAS, the annual expense for board management software and broadcasting of meetings is \$4,800 for years one through three. In addition, a one-time setup fee and a video encoder will cost an additional \$1,000. The other related service is for closed captioning at \$150 per hour of meeting time; and

WHEREAS, Town Hall Streams LLC appears to be a responsible bidder.

NOW, THEREFORE, BE IT RESOLVED, that the Chief Executive Officer or his designee be granted authority to execute a contract with Town Hall Streams LLC for live streaming and related services for the Authority's public meetings for a term of three (3) years; and

BE IT FURTHER RESOLVED, that the Chief Executive Officer or his designee is authorized to execute up to two (2) additional one-year term contracts with price increases not to exceed the Consumer Price Index (All Urban Consumers) for the preceding twelve (12) months, or three percent (3%) whichever is less; 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

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Donald Jeffries, Chairman

Date: November 4, 2021
Rochester, New York



**ROCHESTER
GENESEE REGIONAL
TRANSPORTATION
AUTHORITY**

BOARD OF COMMISSIONERS AGENDA ITEM COVER SHEET

Board Meeting Date:	November 4, 2021
Presenter:	Rusty Korth
Subject:	Resolution Authorizing the Purchase of Ten (10) Type IA Paratransit Buses
Background:	<p>On June 6, 2019, Resolution RGRTA 20-2019 was approved awarding a contract to Shepard Bros., Inc. of Canandaigua, New York, for the Authority to purchase up to sixty (60) Type IA paratransit buses over a five (5) year period.</p> <p>The Authority has placed two orders under the original contract. The two orders have been for a total of fifteen (15) Type IA paratransit buses.</p> <p>The Authority wishes to purchase an additional ten (10) Type IA paratransit buses under the contract with Shepard Bros, Inc. as part of the planned RTS-Access fleet replacement.</p> <p>If approved the Authority will have options remaining on the contract to purchase up to thirty-five (35) additional Type IA paratransit buses.</p>
Financial Impact:	<p>The Authority seeks to place an order of ten (10) additional Type IA paratransit buses from Shepard Brothers, Inc. at a cost not to exceed \$884,380. In addition, the Authority is requesting a contingency of \$22,110 for the order so the total authorization will not exceed \$906,490.</p> <p>The purchase will be funded with Federal (80%), New York State (10%) and Authority (10%) funds.</p>
Recommendation:	That the Chief Executive Officer or his designee be authorized to place an order of ten (10) Type IA paratransit buses from Shepard Brothers, Inc. at a total authorization not to exceed \$906,490.

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Resolution: RGRTA 47-2021

RESOLUTION AUTHORIZING THE PURCHASE OF TEN (10) TYPE IA BUSES

WHEREAS, on June 6, 2019, Resolution RGRTA 20-2019 was approved awarding a contract to Shepard Bros., Inc. of Canandaigua, New York, for the Authority to purchase up to sixty (60) Type IA paratransit buses over a five (5) year period including an initial order of nine (9) Type IA paratransit buses; and

WHEREAS, on December 3, 2020, Resolution RGRTA 48-2020 was approved to purchase six (6) additional Type IA paratransit buses; and

WHEREAS, the Authority desires to purchase ten (10) additional Type IA paratransit buses under the contract with Shepard Bros, Inc. as part of the planned RTS-Access fleet replacement; and

WHEREAS, funding for this purchase was included in the FFY 2021 Program of Projects; and

NOW, THEREFORE, BE IT RESOLVED, that the Chief Executive Officer or his designee is authorized to place an order of ten (10) Type IA paratransit buses from Shepard Brothers, Inc. in the amount of \$884,380;

BE IT FURTHER RESOLVED, that the Chief Executive Officer or his designated representative is authorized to increase the value of the order of ten (10) Type IA paratransit buses by up to \$22,110 for justified orders on contract, which increases the total authorization to an amount not to exceed \$906,490;

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

CERTIFICATION

The undersigned hereby certifies that the above is an excerpt from the Minutes of a Quarterly Meeting of the Rochester-Genesee Regional Transportation Authority, which was held on November 4, 2021 and that the Resolution is still in full force and effect.

Donald Jeffries, Chairman

Date: November 4, 2021
Rochester, New York



**ROCHESTER
GENESEE REGIONAL
TRANSPORTATION
AUTHORITY**

BOARD OF COMMISSIONERS AGENDA ITEM COVER SHEET

Board Meeting Date:	November 4, 2021
Presenter:	Rusty Korth
Subject:	Resolution Authorizing the Purchase of Six (6) High Headroom Vans
Background:	<p>On June 6, 2019, Resolution RGRTA 20-2019 was approved awarding a contract to Fenton Mobility Products, Inc. of Cheektowaga, New York, for the Authority to purchase up to sixty (60) High Headroom Vans over a five (5) year period.</p> <p>The Authority has been authorized to purchase thirty-nine (39) High Headroom Vans on this contract.</p> <p>The Authority desires to purchase an additional six (6) High Headroom Vans under the contract with Fenton Mobility Products, Inc. for service in the regional subsidiaries.</p> <p>If approved, the Authority will have options remaining on the contract to purchase up to fifteen (15) additional High Headroom Vans.</p>
Financial Impact:	<p>The Authority seeks to place an order of six (6) additional High Headroom Vans from Fenton Mobility Products, Inc. at a cost not to exceed \$519,720.</p> <p>In addition, the Authority is requesting a contingency of \$12,993 for the justified orders on contract, which increases total authorization to an amount not exceed \$532,713.</p> <p>The purchase will be funded with Federal (80%), New York State (10%) and Authority (10%) funds.</p>
Recommendation:	That the Chief Executive Officer (CEO) or his designee be authorized to place an order of six (6) High Headroom Vans from Fenton Mobility Products, Inc. at a total authorization not to exceed \$532,713, subject to the written approval of the New York State Department of Transportation.

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Resolution: RGRTA 48-2021

RESOLUTION AUTHORIZING THE PURCHASE OF SIX (6) HIGH HEADROOM VANS

WHEREAS, on June 6, 2019, Resolution RGRTA 20-2019 was approved awarding a contract to Fenton Mobility Products, Inc. of Cheektowaga, New York, for the Authority to purchase up to sixty (60) High Headroom Vans over a five (5) year period; and

WHEREAS, the Authority desires to purchase six (6) additional High Headroom Vans under the contract with Fenton Mobility Products, Inc. for service in the following six (6) regional subsidiaries: RTS Genesee, RTS Livingston, RTS Ontario, RTS Seneca, RTS Wayne, and RTS Wyoming.

NOW, THEREFORE, BE IT RESOLVED, that the Chief Executive Officer or his designee is authorized to place an order of six (6) High Headroom Vans from Fenton Mobility Products, Inc. in the amount of \$519,720, subject to the written approval of the New York State Department of Transportation;

BE IT FURTHER RESOLVED, that the Chief Executive Officer or his designated representative is authorized to increase the value of the order by up to \$12,993 for justified orders on contract, which increases the total authorization to an amount not to exceed \$532,713;

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

CERTIFICATION

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Donald Jeffries, Chairman

Date: November 4, 2021
Rochester, New York



ROCHESTER
GENESEE REGIONAL
TRANSPORTATION
AUTHORITY

BOARD OF COMMISSIONERS AGENDA ITEM COVER SHEET

Board Meeting Date:	November 4, 2021
Presenter:	Rusty Korth
Subject:	Resolution Authorizing the Award of Contracts for the Purchase of Vehicle Fluids and Lubricants
Background:	<p>The Authority requires the use of a variety of vehicle fluids and lubricants for vehicles used by staff at RTS Monroe, RTS Access, and RTS Ontario.</p> <p>The Authority sought bids by issuing an Invitation for Bids (IFB) and publicly advertising it in the <u>New York State Contract Reporter</u> on September 28, 2021 and the <u>Rochester Business Journal</u> on October 1, 2021.</p> <p>Twenty-two (22) vendors were notified of this procurement and one (1) responsive bid was received on October 20, 2021 from Superior Lubricants, Co., Inc.</p> <p>The products were broken down into distinct product lots to promote competition as not all firms could provide all products desired. The Authority determined Superior Lubricants, Co., Inc. to be a responsive and responsible bidder and awarded all product lots.</p> <p>A full listing of bids received by Product Lot are included as Attachment A. The Authority has determined that the pricing offered by Superior Lubricants, Co., Inc. is fair and reasonable.</p>
Financial Impact:	<p>The projected expenses for the one (1) year term of the contract(s) awarded are approximately \$280,000 based on the unit prices and estimated needs. The prices will be fixed for the entire one (1) year contract.</p> <p>The cost of these products are included in the 2021-2022 Operating Budget and will be included in next year's budget.</p>
Recommendation:	That the CEO or his designee be granted authority to execute a contract with Superior Lubricants Co., Inc. for a term of one (1) year.

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Resolution: RGRTA 49-2021

**RESOLUTION AUTHORIZING THE AWARD OF CONTRACTS FOR THE PURCHASE OF
VEHICLE FLUIDS AND LUBRICANTS**

WHEREAS, the Authority requires the use of a variety of vehicle fluids and lubricants for the maintenance of vehicles used by Maintenance staff at RTS Monroe, RTS Access, and RTS Ontario; and

WHEREAS, The Authority sought bids by issuing an Invitation for Bids (IFB) and publicly advertising it in the New York State Contract Reporter on September 28, 2021 and the Rochester Business Journal on October 1, 2021.; and

WHEREAS one (1) responsive bid was received on October 20, 2021; and

WHEREAS, the Authority awarded to the responsible, responsive bidder for each of the following product lots: Motor Oils, Coolant and Washer Fluids, Diesel Exhaust Fluid, and Gear Lube and Greases. The full price listing by lot is included as Attachment A to this Resolution; and

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

NOW, THEREFORE, BE IT RESOLVED, that the Chief Executive Officer or his designee is authorized to enter into a contract with Superior Lubricants, Co., Inc. for a period of one (1) year; 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 Quarterly Meeting of the Rochester Genesee Regional Transportation Authority which was held on November 4, 2021 and that the Resolution is still in full force and effect.

Donald Jeffries, Chairman

Date: November 4, 2021
Rochester, New York

Resolution: RGRTA 49-2021

**RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR VEHICLE MAINTENANCE
SERVICES FOR RTS LIVINGSTON**

ATTACHMENT A

Motor Oils		
Item Description	Unit Price	Unit of Measure (UOM)
SAE 15W-40/CK-4	\$8.51	Gallon
SAE 15W-40/CK-4	\$512.05	55 Gal Drum
5W30	\$7.35	Gallon
5W30	\$445.50	55 Gal Drum

Coolant & Washer Fluids		
Item Description	Unit Price	Unit of Measure (UOM)
Fleetcool Oat (Pink) Fleetguard Antifreeze/Coolant	\$6.20	Gallon
Fleetcool Oat (Pink) Fleetguard Antifreeze/Coolant	\$374.00	55 Gal Drum
Antifreeze/Coolant	\$445.00	55 Gal Drum
Antifreeze/Coolant	\$8.09	Gallon
Motorcraft Orange Antifreeze/Coolant	\$585.20	55 Gal Drum
Windshield Washer Concentrated Washer Fluid with Antifreeze	\$2.40	Gallon
Windshield Washer Concentrated Washer Fluid with Antifreeze	\$132.00	55 Gal Drum

Diesel Exhaust Fluids		
Item Description	Unit Price	Unit of Measure (UOM)
Diesel Exhaust Fluid ISO 22241-1 API Certified	\$1.90	Gallon
Diesel Exhaust Fluid ISO 22241API Certified Peak Blue DEF	\$130.00	55 Gal Drum

Gear Lube & Greases		
Item Description	Unit Price	Unit of Measure (UOM)
SAE 80W-90 Mobilube HD Plus	\$225.40	120 lb keg
SAE 75W-90 Mobil Delvac Synthetic Gear Oil	\$320.00	120 lb keg
SAE 80W-90 Service Pro GearOil	\$225.40	120 lb keg
SAE 75W-140 Gulf Hypoid GearLube	\$416.25	120 lb keg
Lithium complex, high-temp grease Valvoline Wheel Bearing Grease NLGI grade #2, ISO 320	\$360.00	120 lb keg



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BOARD OF COMMISSIONERS AGENDA ITEM COVER SHEET

Board Meeting Date:	November 4, 2021
Presenter:	Scott Adair
Subject:	Resolution Authorizing the Award of a Contract for Armored Truck Services
Background:	<p>The Authority requires armored truck services and currency processing of monies collected on buses and in ticket vending machines (TVM). The vendor that provides these services will also be responsible for depositing those funds in the designated Authority Bank.</p> <p>The Authority sought proposals by issuing a Request for Proposals (RFP) and publicly advertising it in the <u>Rochester Business Journal</u> and the <u>New York State Contract Reporter</u> on August 20, 2021.</p> <p>Thirty-eight (38) potential suppliers and subcontractors were notified of this RFP and one (1) responsive proposal was received on September 13, 2021, from Loomis Armored US, LLC in Rochester, New York.</p> <p>Based on a thorough evaluation of the proposal, giving consideration to the qualifications, resources, and experience of Loomis Armored US, LLC, and their price proposed, the Authority determined that Loomis Armored US, LLC submitted a responsive proposal that was determined to be fair and reasonable, and that they appear to be a responsible bidder.</p>
Financial Impact:	<p>The annual expense for these services are estimated at \$225,000 per year plus a fuel markup. Attachment A details the pricing per service that will be used for actual services rendered.</p> <p>The cost of these services are included in the Authority's 2021-2022 Operating Budget and will be provided for in future budgets.</p> <p>Price increases shall only occur at the execution of additional terms and shall not exceed the Consumer Price Index (All Urban Consumers) for the preceding twelve (12) months.</p>
Recommendation:	That the CEO or his designee be granted authority to enter into a contract with Loomis Armored US, LLC for armored truck services to be billed at the prices in Attachment A for a term of three (3) years with the option to execute two (2) additional one-year terms.

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Resolution: RGRTA 50-2021

**RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR
ARMORED TRUCK SERVICES**

WHEREAS, the Authority requires armored truck and currency processing of monies collected on board buses and in ticket vending machines (TVM); and

WHEREAS, the vendor that provides these services will also be responsible for reporting the funds collected to the Authority and depositing those funds in the designated Authority Bank; and

WHEREAS, the Authority sought proposals by issuing a Request for Proposals (RFP) and publicly advertising it in the Rochester Business Journal and the New York State Contract Reporter on August 20, 2021; and

WHEREAS, thirty-eight (38) vendors were notified of this procurement and one (1) responsive proposal was received on September 13, 2021, from Loomis Armored US, LLC in Rochester, New York; and

WHEREAS, based on a thorough evaluation of the proposal, giving consideration to the qualifications, resources, and experience of Loomis Armored US, LLC, and price proposed, the Authority determined that they submitted a responsive proposal that was determined to be fair and reasonable; and

WHEREAS, Loomis Armored US, LLC 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 Loomis Armored US, LLC for armored truck services to be billed at the prices in Attachment A for a term of three (3) years; and

BE IT FURTHER RESOLVED, that the Chief Executive Officer or his designee is authorized to execute up to two (2) additional one-year renewal contracts with prices indexed to the lesser of the Annual 12-month Percent Change of the Consumer Price Index (CPI) CUUR0000SAO (All Urban Consumers) for the preceding year, or three percent (3%); 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 Quarterly Meeting of the Rochester Genesee Regional Transportation Authority, which was held on November 4, 2021 and that the Resolution is still in full force and effect.

Donald Jeffries, Chairman

Date: November 4, 2021
Rochester, New York

Resolution: RGRTA 50-2021

**RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR
ARMORED TRUCK SERVICES**

ATTACHMENT A

Description	Unit Price
Transportation	\$217.50 per trip Plus fuel fee
TVM Cash Replenishment	\$90 per fill, per machine \$25 Cash processing (packaging) per complete replenishment
Cash Fare Boxes	\$7 per box, flat fee
Cash Verification	\$23 per \$1000 – Coin & Currency



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

Board Meeting Date:	November 4, 2021
Presenter:	Scott Adair
Subject:	Resolution Authorizing the Disposal of Vehicles and Other Assets
Background:	<p>The Authority periodically retires vehicles or other assets after they reach the end of their anticipated service life, become obsolete, or are no longer suitable or necessary for the provision of public transportation services by the Authority.</p> <p>The Authority has determined that the items included in Attachment A have reached the end of their service life and are eligible for disposal.</p>
Financial Impact:	The Authority expects minimal revenue from the sale of the vehicles and other assets. Any remaining assets after sale will be scrapped or recycled.
Recommendation:	That the Chief Executive Officer or his designee be granted authority to dispose of items listed in Attachment A to the resolution in accordance with the Authority's Surplus Property Disposition Policy and Procedures.

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Resolution: RGRTA 51-2021

RESOLUTION AUTHORIZING THE DISPOSAL OF VEHICLES AND OTHER ASSETS

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

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

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

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

CERTIFICATION

The undersigned hereby certifies that the above is an excerpt from the Minutes of a Quarterly Meeting of the Rochester Genesee Regional Transportation Authority, which was held on November 4, 2021 and that the Resolution is still in full force and effect.

Donald Jeffries, Chairman

Date: November 4, 2021
Rochester, New York

ATTACHMENT A

Page 1 of 1

<u>Bus #</u>	<u>Manufacturer</u>	<u>Vin #</u>
RTS Monroe T14	2010 Chevy Truck	1GB3G2BG8A1133412
RTS Ontario 1059	2010 Intern.3200	1HVBTSKM98H322548
RTS Genesee 9207	2012 Ford E450	1FDFE4FS2CDA67395
RTS Access 9304	2013 Ford E350	1FDEE3FL1DDA36946
RTS Access 9305	2013 Ford E350	1FDEE3FL3DDA36947
RTS Access 9308	2013 Ford E350	1FDEE3FL3DDA36950
RTS Access 9313	2013 Ford E350	1FDEE3FL3DDA39931
RTS Access 9345	2013 Ford E450	1FDFE4FSXDDA36087
RTS Access 9346	2013 Ford E450	1FDFE4FS1DDA36088
RTS Monroe 505	2009 Gillig	15GGD271791078563
RTS Monroe 511	2009 Gillig	15GGD271891078569
RTS Monroe 512	2009 Gillig	15GGD271691078571
RTS Monroe 514	2009 Gillig	15GGD271891078572
RTS Monroe 517	2009 Gillig	15GGD271391078575
RTS Monroe 525	2009 Gillig	15GGD271291078583
RTS Monroe 528	2009 Gillig	15GGD271891078586
RTS Monroe 529	2009 Gillig	15GGD271X91078587
RTS Monroe 533	2009 Gillig	15GGD271391176408
RTS Monroe 534	2009 Gillig	15GGD271591176409
RTS Monroe 535	2009 Gillig	15GGD271191176410
RTS Monroe 537	2009 Gillig	15GGD271591176412
RTS Monroe 539	2009 Gillig	15GGD271991176414
RTS Monroe 542	2009 Gillig	15GGD271491176417
RTS Monroe 545	2009 Gillig	15GGE271891176420

Other Assets	Model	Serial Number
1 Ton Hoist 3 phase electric	Loadstar	279A
Type 30 air compressor	Ingersoll-Rand	30T609278
7.5 HP air compressor & air dryer	Chicago Pneumatic	CAI410328/CAI410826
New Flyer Condenser Assembly	Thermo King	R5-CHP-12
New Flyer Evaporator Assembly	Thermo King	R5E-A-R124
New Flyer Evaporator Assembly	Thermo King	R5-12

IT Assets	Make	Serial Number
Conference phone	Cisco	0004f2e679eb
Conference phone	Cisco	0004f2e842bc
Conference phone	Cisco	0004f2f24b4b
Conference phone	Cisco	0004f2e66d88
Conference phone	Cisco	0004f2ee1c25
Conference phone	Cisco	0004f2e66e1c
Conference phone	Cisco	0004F2E678A9
Conference phone	Cisco	0004f2f24acc
Conference phone	Cisco	S0004F2E67203
Conference phone	Cisco	S0004F2F24B6A
Conference phone	Cisco	0004f2f24ac0
Conference phone	Cisco	S0004F2E67842
Monitor	Dell	CN-0CC352-64180-72R-03ML
Monitor	HP	CNP422V0MR
Phone	Cisco	FCH13449KSV
Phone	Cisco	FCH13449KTV
Phone	Cisco	FCH18158C9A
Phone	Cisco	FCH1747809R
Phone	Cisco	FCH13449YFJ
Phone	Cisco	FCH1747815Q
Phone	Cisco	FCH13398LBJ
Phone	Cisco	FCH13068PD5
Phone	Cisco	FCH13398NCC
Phone	Cisco	FCH13449XNV
Phone	Cisco	FCH13449L07
Phone	Cisco	FCH13449L1P
Phone	Cisco	FCH13518Y LX
Phone	Cisco	FCH134398ER
Phone	Cisco	FCH13439904
Phone	Cisco	FCH134398M6
Phone	Cisco	FCH134399LB
Phone	Cisco	FCH134399KM
Phone	Cisco	FCH134398F3
Phone	Cisco	FCH134399BB
Phone	Cisco	FCH134399BA
Phone	Cisco	FCH13398PS4
Phone	Cisco	FCH13398L2G
Phone	Cisco	FCH13398PQ9
Phone	Cisco	FCH13398KT7
Phone	Cisco	FCH15379EDS
Phone	Cisco	FCH13398NM9
Phone	Cisco	FCH13398NX9
Phone	Cisco	FCH13398NEV
Phone	Cisco	FCH1243ATX8

IT Assets	Make	Serial Number
Phone	Cisco	FCH13398MS8
Sign	ATIS	200901070
Sign	ATIS	200901064
Sign	ATIS	200901063
Sign	ATIS	200901053
Sign	ATIS	200901061
Sign	ATIS	200901055
Sign	ATIS	200901057
Sign	ATIS	200901059
Sign	ATIS	200901060



ROCHESTER
GENESEE REGIONAL
TRANSPORTATION
AUTHORITY

BOARD OF COMMISSIONERS AGENDA ITEM COVER SHEET

Board Meeting Date:	November 4, 2021
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 On Route Charging Feasibility Study.
Background:	<p>The Genesee Transportation Council (GTC) Unified Planning Work Program (i.e., Operating Budget) for the fiscal year 2021-2022 includes Task 8553, On Route Charging Feasibility Study (the "Project"). The Project will study the feasibility of on-route charging of electric buses in RGRTA's fixed-route system.</p> <p>GTC requires a professional services firm in order to carry out the Project. A competitive solicitation to provide these services was conducted between July 23, 2021 and October 6, 2021. A total of thirty (30) Request for Proposals packages were distributed. Four (4) proposals were received by the August 27, 2021 deadline. The consultant selection committee reviewed the submissions and invited three firms for interviews.</p> <p>Interviews were conducted on October 6, 2021. Following the interview process, the consultant selection committee scored the candidates as follows:</p> <ul style="list-style-type: none">• Center for Transportation and the Environment 82• Creighton Manning 70• Wood 75• WSP USA, Inc. 79 <p>The consultant selection committee recommends that the team led by The Center for Transportation and the Environment be retained to conduct the Project.</p>
Financial Impact:	<p>Expenses related to the Project shall not exceed \$150,000 and are included in the 2021-2022 GTC Operating Budget.</p> <p>The Project is programmed with \$150,000 from federal Metropolitan Planning Funds allocated to GTC.</p>

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Recommendation:	That the Chief Executive Officer, on behalf of GTCS, Inc., be granted authority to enter into an agreement with The Center for Transportation and the Environment to conduct the On Route Charging Feasibility Study.
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Resolution: GTCS 5-2021

RESOLUTION AUTHORIZING GTCS, INC. TO EXECUTE A CONTRACT FOR PROFESSIONAL SERVICES TO BE RENDERED TO THE GENESEE TRANSPORTATION COUNCIL FOR THE ON ROUTE CHARGING FEASIBILITY STUDY

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 2021-2022 includes Task 8553, On Route Charging Feasibility Study (the "Project"), to study the feasibility of on-route charging of electric buses in RGRTA's fixed-route system; and

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

WHEREAS, GTC publicly advertised for qualifications for professional services in the New York State Contract Reporter on July 23, 2021 and in the Rochester Business Journal on July 23, 2021; and

WHEREAS, GTC distributed thirty (30) Request for Proposals (RFP) packages and received four (4) proposals complying with the requirements of the RFP; and

WHEREAS, based on its evaluation of the proposals, the consultant selection committee concluded that The Center for Transportation and the Environment 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 On Route Charging Feasibility Study with The Center for Transportation and the Environment in an amount not to exceed One-hundred Fifty Thousand Dollars (\$150,000) 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 Quarterly Meeting of the Rochester-Genesee Regional Transportation Authority, which was held on November 4, 2021 and that the Resolution is still in full force and effect.

Donald Jeffries, Chairman

Date: November 4, 2021
Rochester, New York