MINUTES OF THE REGULAR MEETING OF THE
BOARD OF COMMISSIONERS OF
ROCHESTER-GENESEE REGIONAL TRANSPORTATION AUTHORITY
AND ITS SUBSIDIARIES
December 3, 2020

A. Roll Call and Determination of Quorum

The meeting was called to order at 12:00pm by Chairman Donald Jeffries who determined that a quorum was present.

Present Virtually on Roll Call:

➢ County of Monroe	Don Jeffries	=	15 votes
City of Rochester	William Ansbrow	=	2 votes
➢ City of Rochester	Jerdine Johnson	=	2 votes
➢ City of Rochester	William McDonald	=	2 votes
➢ County of Ontario	Geoff Astles	=	3 votes
➢ County of Orleans	James R. Bensley	=	1 vote
➢ County of Seneca	Edward W. White	=	1 vote
➢ County of Wayne	Michael P. Jankowski	=	3 votes
➢ County of Wyoming	Rich Kosmerl	=	1 vote
➢ Amalgamated Transit Union	Jacques Chapman	=	0 votes

Total Votes Possible	**30**
Total Votes Present	**28**
Votes Needed for Quorum	**16**

Others Present:
Scott Adair, Chief Financial Officer
Kirk Bethel, Manager of Customer Service
David Belaskas, Director of Engineering & Facilities Management
Julie Boasi, Director of Service Planning
Tom Brede, Public Information Officer
Bill Carpenter, Chief Executive Officer
David Cook, Purchasing 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 and Benefits Specialist
Justin Feasel, Manager of Purchasing & Project Management
Amy Gould, Chief People Officer
Krystal Hall, Director of People Performance & Development
Brandon Hettler, Technical Support Administrator II

Laura Kenyon, Director of Communications & Customer Engagement
Rusty Korth, VP of Maintenance
Ryan Lokken, Manager of Maintenance Support Operations
Bonnie Maguire, Director of Business Development
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
Earl Pearson, Mobility Services Manager
Aracelis Perez-Diaz, Customer Relationship Marketing Specialist
Janet Snyder, Labor Relations Director
Jim Stack, Executive Director GTC
Miguel Velazquez, Chief Operating Officer

B. Adoption of the Agenda

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

C. Approval of Minutes

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

- Quarterly Board Meeting Minutes of November 5, 2020

D. CEO Report

Bill Carpenter, Chief Executive Officer, presented the CEO Report including presentations from Chris Dobson, VP of Transportation Services on RTS Monroe On-Time Performance and David Belaskas, Director of Engineering & Facilities Maintenance on Capital Projects Update. The power point presentations are attached to these Minutes.

Questions/Comments regarding the presentation on Capital Projects Update:

- *Commissioner Kosmerl asked if the user of the electric charging stations need to show that they have a bus pass and is there a timer and does the charging station interact with the vehicle so that it does not over charge it. Also, do we charge for using the charging stations. David Belaskas, Director of Engineering & Facilities Management, responded that users do not need to have a bus pass to use the charging stations. We do have a time limit and we do not charge for the use of the charging station currently. The charging station does interact with the vehicle and is standard.*
- *Commissioner McDonald asked if all the hubs have charging stations and as far as the bike racks, are those for customers who will be bringing a personal bike or does this have to do with Bike Share. David Belaskas, Director of Engineering & Facilities Management, responded that we tried to put the charging stations at all the hubs, but at*

some locations there was not enough real estate and we worked with the property owners. Some property owners like Greece Ridge wanted to have their own charging stations as a revenue stream. The bike racks are for those who bring their bikes and for Bike Share. Commissioner McDonald also asked how much each location cost. David Belaskas stated that they ranged from $250,000 to $1M based on the amenities and location.

- *Commissioner Bensley asked if we are concerned about cars being left at the charging station all day. David Belaskas, Director of Engineering & Facilities Management, stated that at this point it is not a concern, but the software does give us all of this information as far as how long the cars are being charged and if this becomes an issue we will address it.*
- *Commissioner Chapman asked if the parking lot at the Irondequoit Plaza Hub was repaved since there have been issues in the past with potholes. David Belaskas, Director of Engineering & Facilities Management, stated that yes, as part of the project we excavated and milled the area so that we could fix those issues.*
- *Commissioner Jankowski asked when we will be reviewing the charging stations to see if that is something that we should be charging customers to use. David Belaskas, Director of Engineering & Facilities Management, stated that we will likely do that after a year. Commissioner Jankowski also asked if there is a Bike Share Program at this time. Bill Carpenter, CEO, responded that we have six or seven municipalities that are interested in the Bike Share through Hopper. This would not start until after the Winter.*

<u>Questions/Comments regarding the Miscellaneous portion of the presentation:</u>

- *Chairman Jeffries asked if we know if anyone besides us has bid on the work for RCSD. Bill Carpenter, CEO, stated that the RFP proposals are due back early in January.*
- *Commissioner Bensley asked where our frontline employees are in line to receive the COVID vaccine. Bill Carpenter, CEO, stated that we are listed as a priority 2 which is customer facing frontline workers, not sure when priority 1 will receive their vaccinations so that they can start on priority 2.*

On motion of Commissioner Johnson, seconded by Commissioner Kosmerl, the CEO Report was accepted by unanimous vote.

E. <u>Financial Report</u>

Chairman Jeffries mentioned that there was an Audit Committee meeting this morning and thanked Commissioner Kosmerl for Chairing that Committee.

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

- *Commissioner McDonald asked what his assumption is for RCSD at this point. Scott Adair, CFO, stated that is in the locally generated revenue and is zero.*

On motion of Commissioner Bensley, seconded by Commissioner Johnson, the Financial Report was accepted by unanimous vote.

F. Proposed Resolutions

Resolution Authorizing the Award of Contracts for the Purchase of Type III Buses and Low Floor Vehicles, RGRTA 47-2020

- *Commissioner Astles asked with the funding for these buses being 10% from the State are we at all concerned we will see a 20% reduction on these funds. Scott Adair, CFO, stated that these funds have already been allocated and we do not anticipate any further reductions.*

RGRTA 47-2020: On motion of Commissioner Astles, seconded by Commissioner Kosmerl, the aforementioned Resolution, a copy of which is attached to these Minutes, was unanimously approved.

G. Consent Resolutions

Resolution Authorizing the Purchase of Six (6) Type 1A Paratransit Buses, RGRTA 48-2020

Resolution Authorizing a Contract for Occupational Health Medical Services, RGRTA 49-2020

Resolution Authorizing Adoption of Record and Disposition Schedule for New York State (NYS) Local Governments, LGS-1, RGRTA 50-2020

Resolution Authorizing a Collective Bargaining Agreement between RTS Ontario and the Amalgamated Transit Union, Local 282, RGRTA 51-2020

Resolutions RGRTA 48-2020 up to and including RGRTA 51-2020 were moved on motion of Commissioner McDonald seconded by Commissioner Astles, the aforementioned Resolutions, a copy of which are attached to these minutes, were unanimously approved.

H. Calendar

Bill Carpenter, CEO, stated that all other resolutions can be held until February and would like to cancel the January Board Meeting. The next meeting will be the Compensation Committee meeting and we will schedule that in January. Also, during the Audit Committee meeting it was stated that their will be another meeting in early February, and we will work to get that on the calendar as well.

I. Adjournment

There being no further matters on the adopted Agenda, the quarterly meeting was adjourned on motion of Commissioner Bensley, seconded by Commissioner Johnson at 12:54pm.

Respectfully submitted,

_____

Edward W. White, Esq., Secretary

Posted Date: December 17, 2020

REGULAR BOARD MEETING OF RGRTA AND ITS SUBSIDIARIES
THURSDAY, DECEMBER 3, 2020 ♦ 12:00 PM – 2:00 PM
1372 EAST MAIN STREET – BOARD ROOM & ZOOM
ROCHESTER, NY 14609

A. ROLL CALL AND DETERMINATION OF QUORUM ***DONALD JEFFRIES, CHAIRMAN***

1. Pledge of Allegiance
2. Adoption of the Agenda

B. APPROVE MINUTES AND ACCEPTANCE OF REPORTS ***DONALD JEFFRIES, CHAIRMAN***

1. Quarterly Board Meeting Minutes of November 5, 2020

C. CHIEF EXECUTIVE REPORT ***BILL CARPENTER, CEO***

1. TOPS Highlight
2. Project Highlight
3. Miscellaneous

D. FINANCIAL REPORT ***SCOTT ADAIR, CFO***

E. PROPOSED RESOLUTIONS

- ***RGRTA 47-2020,*** Resolution Authorizing the Award of Contracts for the Purchase of Type III Buses and Low Floor Vehicles, ***Rusty Korth, VP of Maintenance***

F. CONSENT RESOLUTIONS

- ***RGRTA 48-2020,*** Resolution Authorizing the Purchase of Six (6) Type 1A Paratransit Buses, ***Rusty Korth, VP of Maintenance***
- ***RGRTA 49-2020,*** Resolution Authorizing a Contract for Occupational Health Medical Services, ***Amy Gould, Chief People Officer***
- ***RGRTA 50-2020,*** Resolution Authorizing Adoption of Record and Disposition Schedule for New York State (NYS) Local Governments, LGS-1, ***Daniel DeLaus, General Counsel***
- ***RGRTA 51-2020,*** Resolution Authorizing a Collective Bargaining Agreement between RTS Ontario and the Amalgamated Transit Union, Local 282, ***Daniel DeLaus, General Counsel***

G. CALENDAR

H. ADJOURNMENT ***DONALD JEFFRIES, CHAIRMAN***

CEO Report

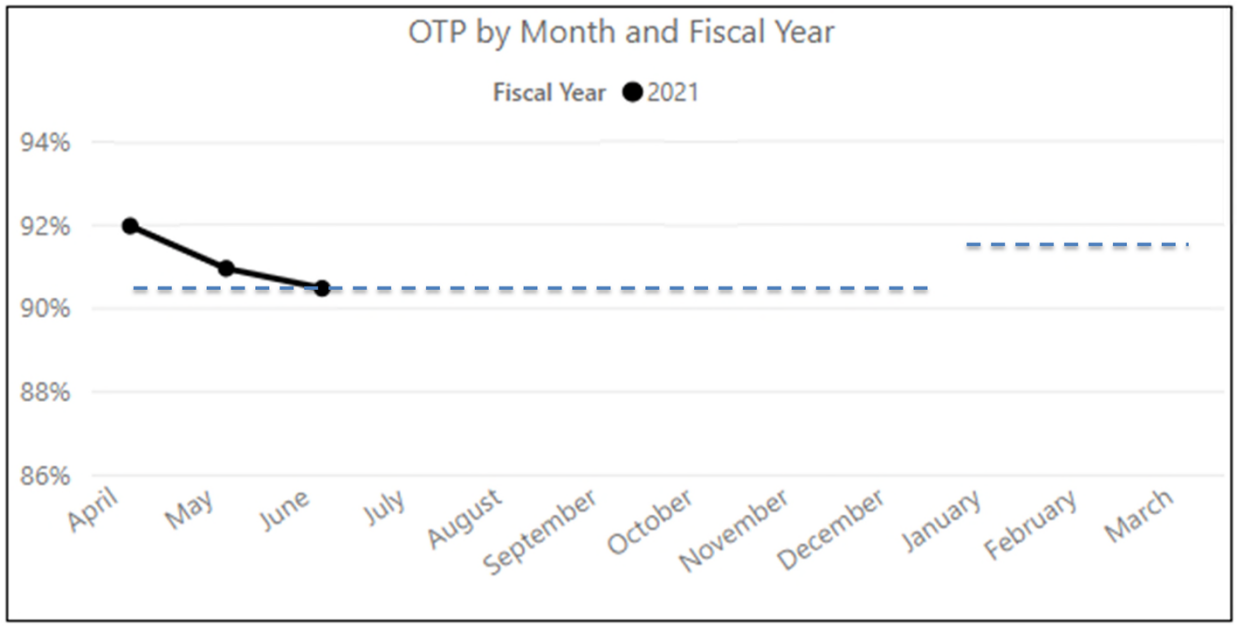
Presented by: Bill Carpenter, CEO

Chief Executive Officer Report

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

On-Time Performance

- **At the June Board meeting we presented our results for On-Time Performance during the early months of the pandemic**
- **At that time it appeared we might miss the goal in June and we shared the process we planned to follow to improve results**



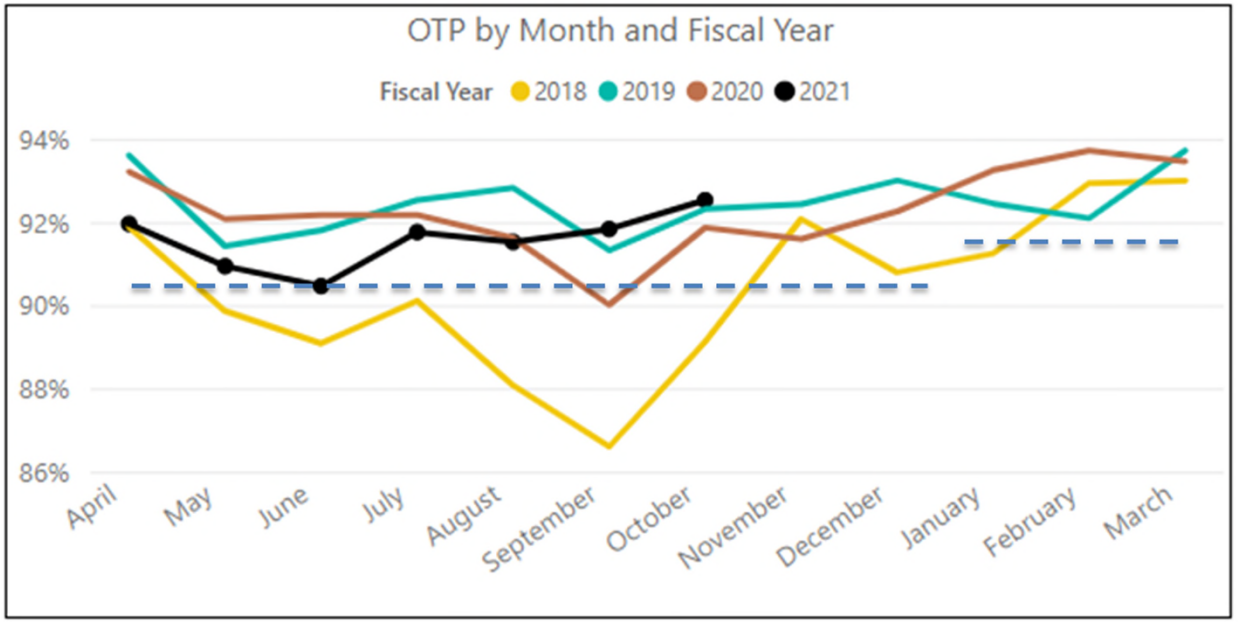
On-Time Performance

RTS Monroe

Presented by: Chris Dobson
VP Transportation Services

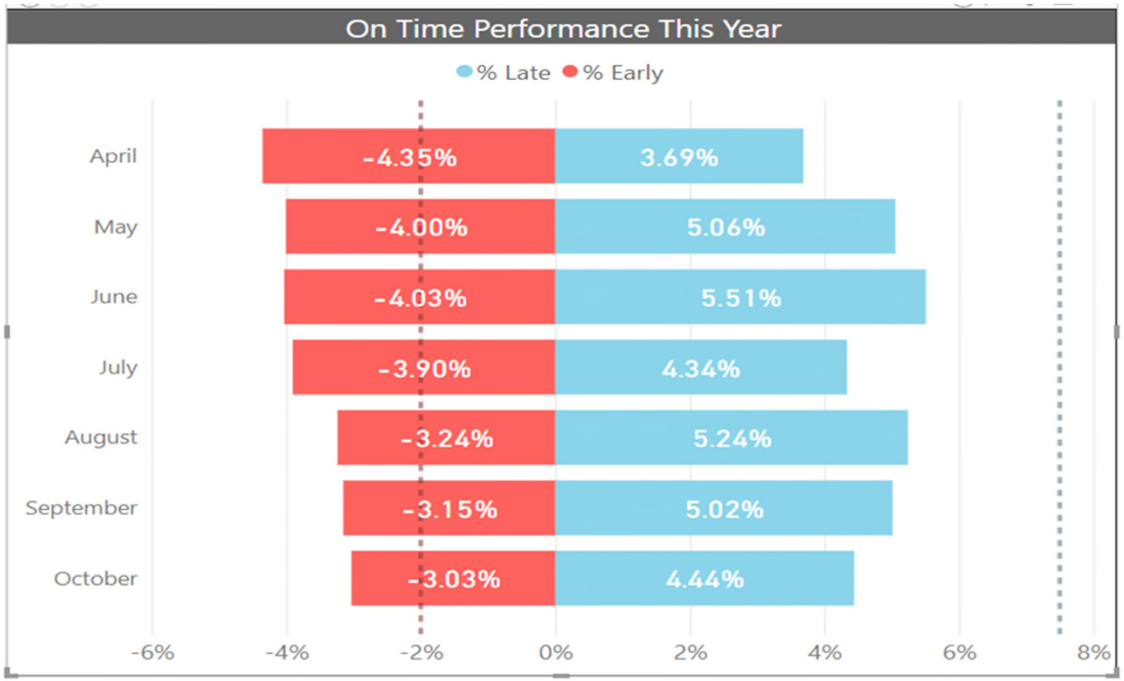
On-Time Performance

- **Each month has met or exceeded the overall goal.**
- **October 2020 OTP was 92.53%.**



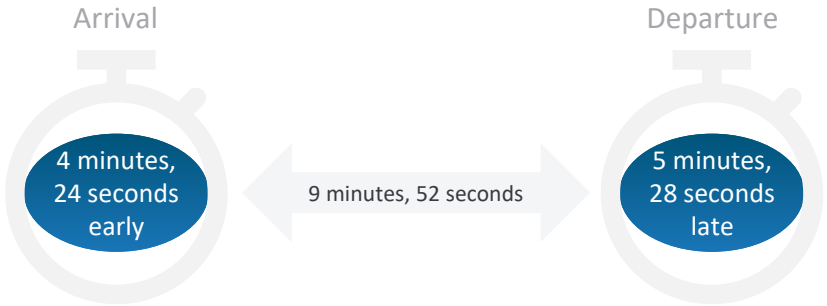
On-Time Performance

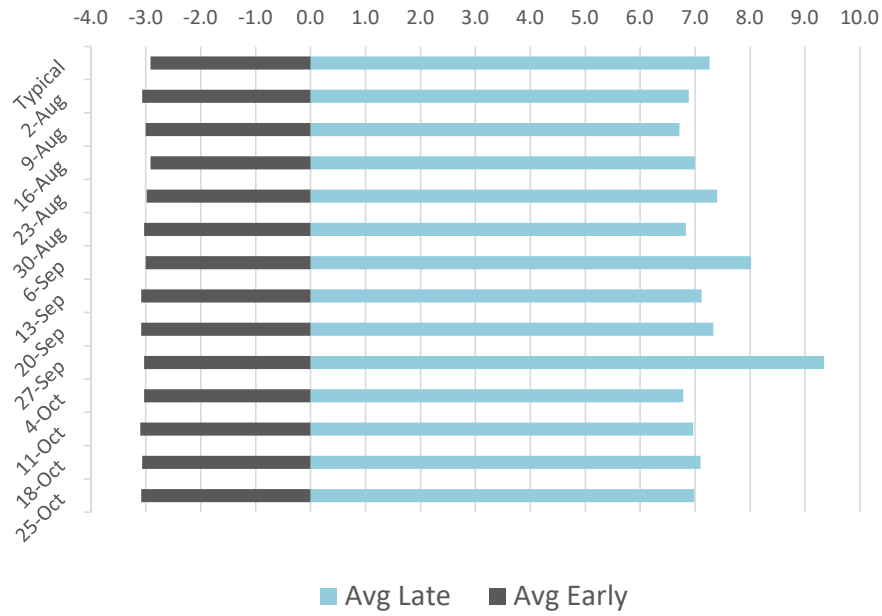
- **We continue to be over our early goal, but it have made steady improved since its April peak.**
- **Late performance has been slightly more variable but performing well within the goal.**



On-Time Performance

- **Our focus for mitigating earlies is average deviation – customers already expect a certain range of timeliness. We need to make sure we meet those expectations.**

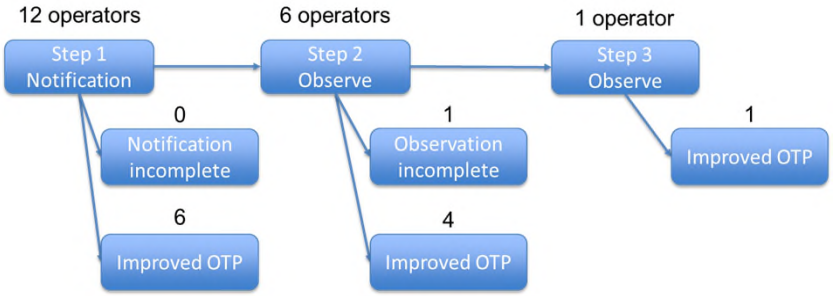


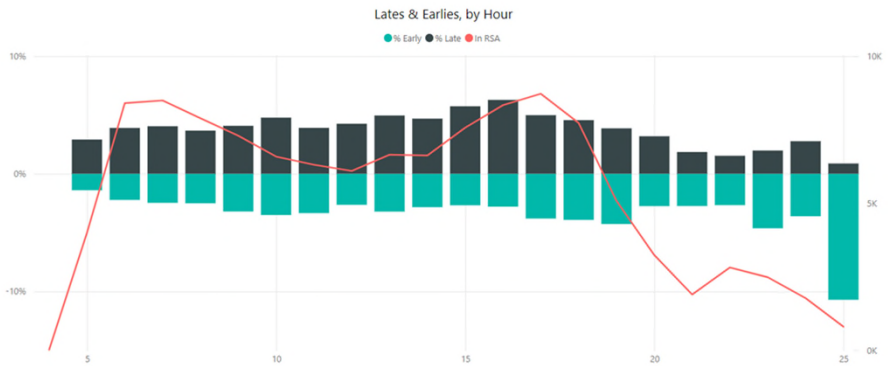


On-Time Performance

- **We are achieving those results …**
  - Buy-in at all levels, information rich, sound processes with flexibility to adapt
  - Weekly On-Time Performance Review Meeting
    - Discuss outcome of previous meeting assigned actions (recognize success/failure)
    - Review OTP by transit hour, by route, by operator, by timepoint location.

October 2020 – Below 90.5% and greater than 2% Early





On-Time Performance

- **Summary**
  - The team continues to demonstrate a high level of energy around this metric.
  - We remain customer focused on meeting expectations for early performance.
  - Despite a more challenging operating environment, monthly performance continues to meet or exceed goal.

(Right to Left): Warren Barr, Operator of the Month – October; Aaron Brown, Road Supervisor

Chief Executive Officer Report

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

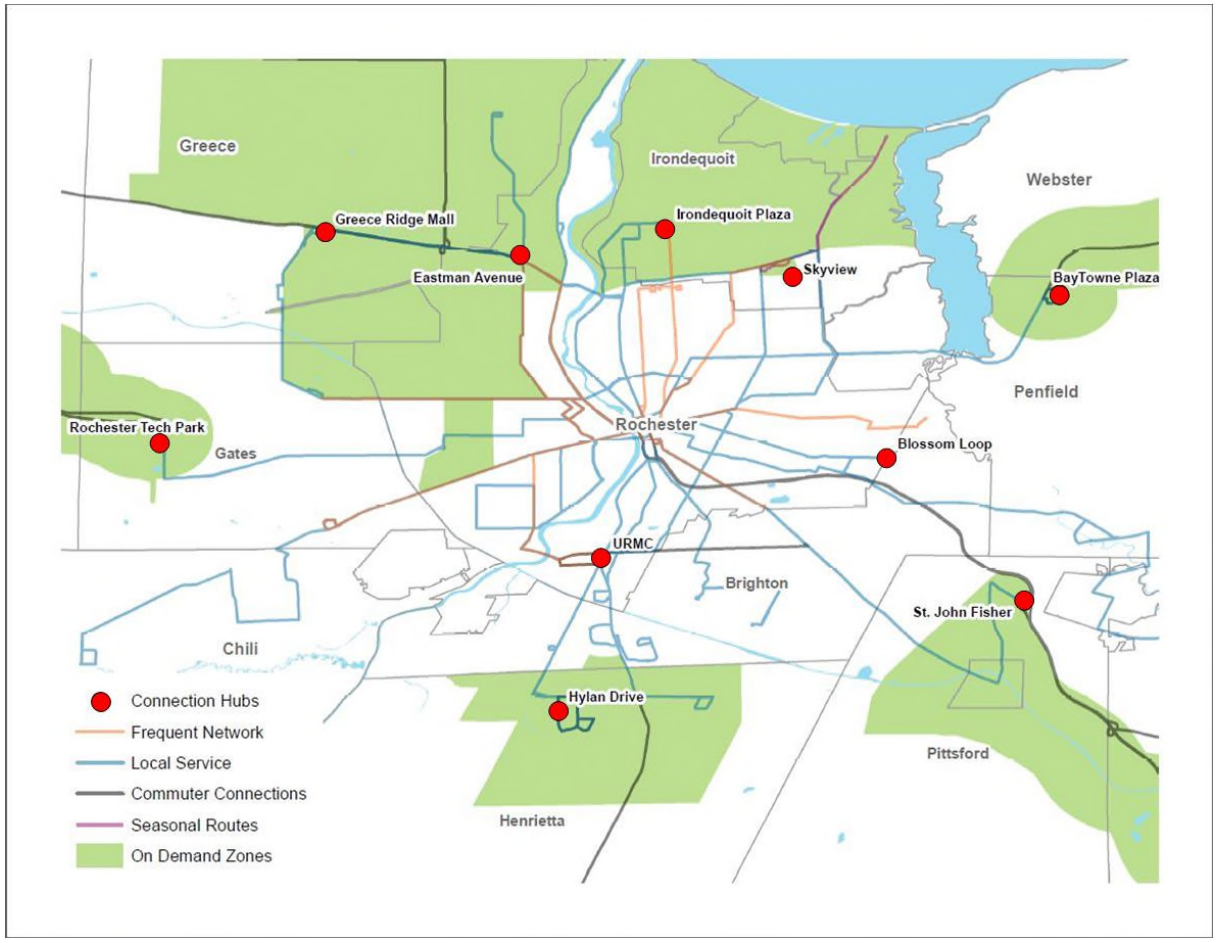
Capital Project Update

Presented by: David Belaskas
Director of Engineering & Facilities Maintenance

Agenda

- **RTS Connection Hubs**
- Advanced Environmental Service Building (AESB)

RTS Connection Hubs



RTS Connection Hubs

- **Connection Hub Amenities**
  - RTS Bus Shelter Design #1 with lighting and heat
  - Real Time Traveler Information
  - Trash Receptacle
  - Bike Rack
  - Electric Vehicle Charging Stations
  - Dedicated Parking for On Demand, Car Share, RTS support vehicles

Baytowne Plaza Connection Hub

Serving Routes

- 7 Clifford/Empire
- 93 Webster Commuter
- Webster On Demand

Blossom Loop Connection Hub

Serving Routes

- 9 Park
- 10 University
- 50 Fairport/Penfield

Eastman Avenue Connection Hub

Serving Routes

- 21 Dewey Short Line
- 22 Lake Short Line
- 40 Ridge Crosstown
- 92 Hilton/Hamlin Commuter
- Greece On Demand
- Lexington On Demand

- **Property purchased on November 12, 2020**
- **Construction schedule is pending**

Greece Ridge Mall Connection Hub

Serving Routes

- 20 Lyell
- 40 Ridge Crosstown
- Greece On Demand
- Lexington On Demand

Hylan Drive Connection Hub

Serving Routes

- 14 Marketplace
- 41 Culver/Goodman Crosstown
- 90 Avon/Rush Commuter
- Henrietta On Demand

Irondequoit Plaza Connection Hub

Serving Routes

- 1 St. Paul
- 2 North Clinton
- 4 Hudson
- Irondequoit On Demand

Rochester Tech Park Connection Hub

Serving Routes

- 19 Buffalo Road
- 94 Brockport Commuter
- Brockport On Demand

St. John Fisher Connection Hub

Serving Routes

- 11 Monroe Long Line
- 91 Newark/Lyons Commuter
- 95 Eastview Commuter
- 96 St. John Fisher Express
- Pittsford/Eastview On Demand

Skyview Connection Hub

Serving Routes

- 5 Portland
- 6 North Goodman
- 40 Ridge Crosstown
- 41 Culver/Goodman Crosstown
- 70 Seabreeze Seasonal
- Irondequoit On Demand

- **Under Construction**
- **Completion date Spring 2021**

URMC Connection Hub

Serving Routes

- 14 Marketplace
- 15 Plymouth
- 16 Genesee
- 17 Jefferson/19th Ward
- 41 Culver/Goodman Crosstown
- 997 Elmwood Commuter

RTS Connection Hubs Summary

- **8 Connection Hubs in operation**
- **2 Connection Hubs under construction**
- **Project remains on schedule**
- **Project is on budget**

Agenda

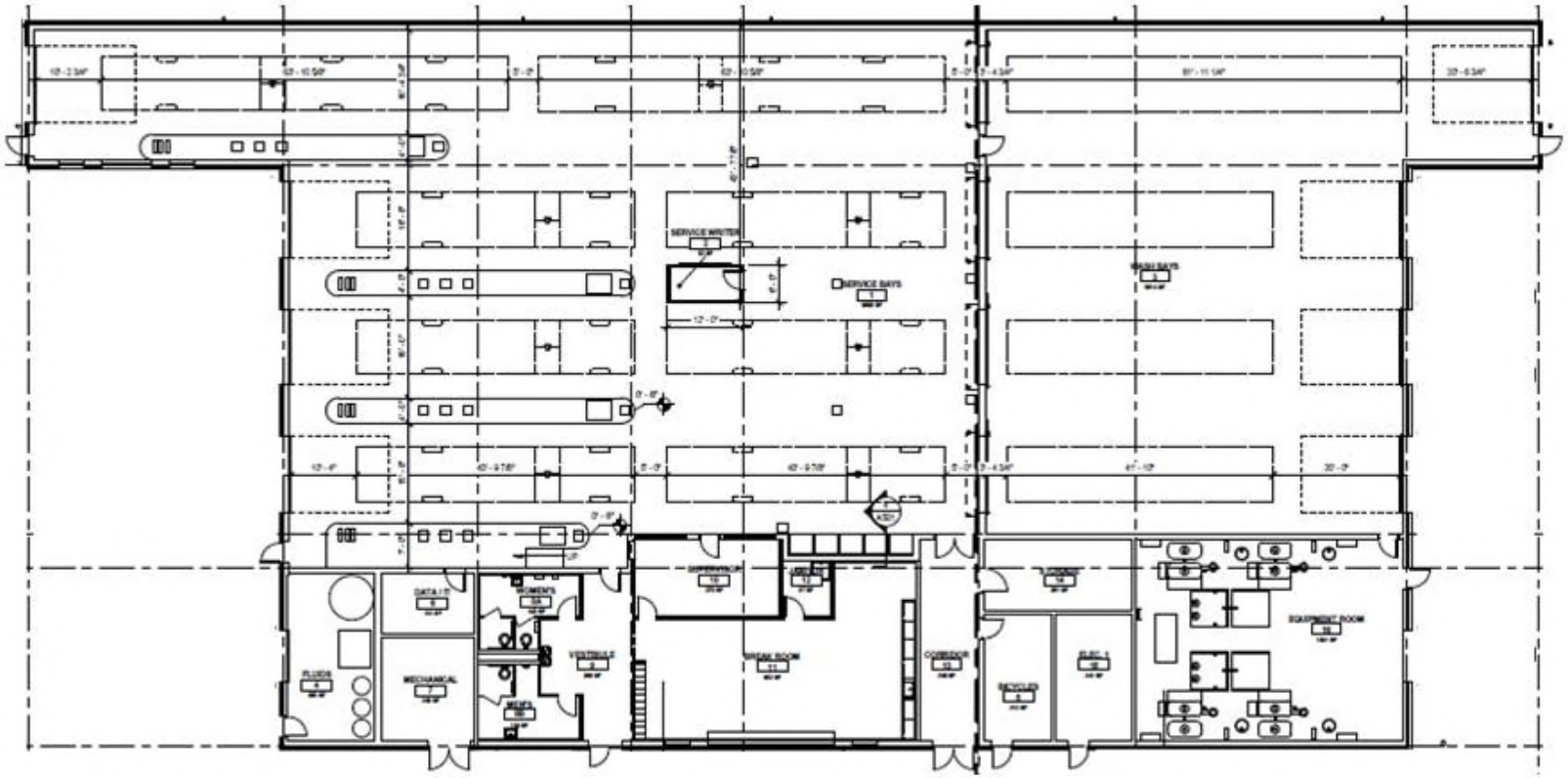
- RTS Connection Hubs
- **Advanced Environmental Service Building (AESB)**

Site Plan

New Advanced Environmental Service Building
Demolish Existing Service Building; Re-grade, re-pave site

Advanced Environmental Service Building

Advanced Environmental Service Building



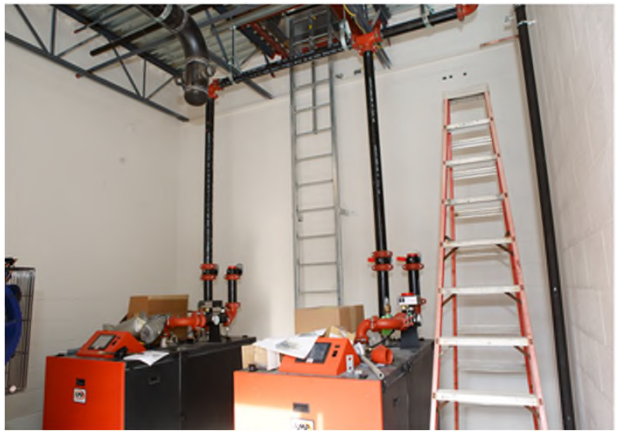
Advanced Environmental Service Building

South Entrance

Supervisor Office

Break Room

Advanced Environmental Service Building



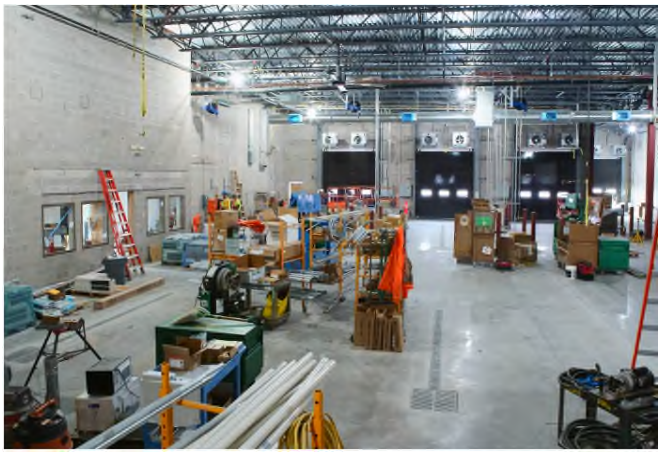
Mechanical Room

IT/Data Room

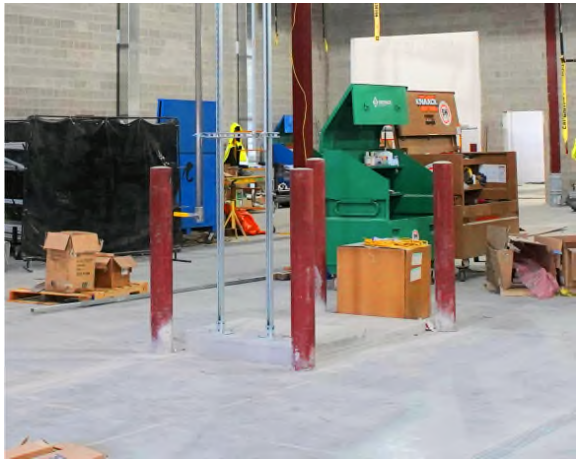
Electrical Room

Advanced Environmental Service Building

West Entrance



Prep Bays



Fuel & Fluids Island

Advanced Environmental Service Building

Bus Wash Bays

Bus Wash Equipment Room

Bus Wash Brushes

AESB Summary

- **Project on budget with the increased Board authorization due to COVID-19**
- **Project on schedule**
- **Beneficial Use March 2021**

Chief Executive Officer Report

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

Rochester City School District Transportation Update

Background:

- **In May 2019 – RCSD Board of Education authorized a new agreement with RTS for September 2020 to June 2025, but the contract was never executed by the district**
- **Our latest contract expired at the end of the 2019-20 school year with RTS not being paid for the final three months of the contract**
- **RTS is using CARES Act funds to be "at the ready" in case students return to in-classroom learning in the near-term**
- **The success of our partnership depends on having a contract in place that provides funding to support customized service to meet their specific needs**

Rochester City School District Transportation Update

Possible Future Service & Reimagine RTS:

- **At the November Board meeting I shared that RCSD planned to let us know by late December if they need student transportation in the high schools for February**
- **Since then they issued an RFP for the schools we serve, anticipating work for September 2021 and potentially sometime in the spring of 2021 if in classroom learning occurs**
- **This week RCSD is surveying families to determine how they want their children to be educated this school year (fully remote or hybrid in-classroom/remote)**
- **Following discussions with the Board, my plan is to launch our system redesign as early in 2021 as we can to ensure we are well-positioned to continue our work with RCSD for the 2021-22 school year**
- **We expect to know in January/February what student transportation RCSD will contract with us for the fall, as well as what needs, if any, we can contract with them for the remainder of the 2020-2021 school year**

Rochester City School District Transportation Update

Summary:

- **This approach gives us the flexibility to be responsible to our employees, our customers and the community while we await a decision from RCSD**
- **Without knowing the specific details of the transportation needs RCSD may have in the spring, if any, this approach means:**
  - We can continue protecting the jobs of our employees
  - We can provide a transit system for our customers that is more frequent, reliable and connected
  - We can support RCSD to the best of our ability for their needs in the spring and best assure our ability to support them for the next school year

Green Machine Tour in Buffalo, NY

November 13th

Miscellaneous

- APTA 2020 Election Outcomes: Transit Impacts at the Federal, State and Local Levels
- The Bus Coalition Post-Election Briefing
- RASE Job Creation Meeting
- Veterans Outreach Center Virtual Event
- CTAA FIT 2020- Transit Marketing Tools for this New World
- ENO- MAXimum Impact Webinar: The Equity Equation
- IMPACT ‘21- APTA Access Committee Planning Meeting
- Rochester Street Films: Think transit first.
- NYPTA Priorities Meeting
- The Bus Coalition Board Call
- Fostering a Culture of Well-Being and Inclusion- A Case Study with RTS
- APTA Diversity and Inclusion Council Meeting
- NYPTA Executive Committee Meeting
- Rapid COVID Testing Events Virtual Meetings
- Greater Rochester Community Transportation Foundation Board Meeting
- 21-Day Racial Equity Challenge Wrap-Up and United Way Leadership Lecture Series Finale
- APTA Mid-size Committee Monthly Call
- NYS MWBE Virtual Expo
- NYPTA Board of Director Meeting

Financial Report

Presented by: Scott Adair, CFO

Financial Report

RGRTA - Consolidated Budget Status Report - FY 2020-2021
10/31/2020

Revenues	Budget 2020-21	FYTD 10/31/2020	Projected 3/31/2021	Budget Variance
Total Locally Generated	$ 30,467	$ 3,751	$ 9,024	$ (21,443)
Total Government Subsidies	$ 66,323	$ 80,427	$ 89,900	$ 23,576
Mortgage Tax	$ 11,557	$ 8,000	$ 11,557	$ -
Grand Total Revenue	$ 108,348	$ 92,178	$ 110,481	$ 2,133
Expenses				
Personnel				
Salary & Wages	$ 54,736	$ 29,761	$ 54,736	$ -
Fringe Benefits	$ 24,354	$ 12,668	$ 24,354	$ -
Total Personnel	$ 79,090	$ 42,428	$ 79,090	$ -
Non-Personnel				
Services	$ 9,343	$ 4,468	$ 9,343	$ -
Fuel/Lubricants	$ 6,149	$ 1,436	$ 6,149	$ -
Parts	$ 4,192	$ 2,016	$ 4,192	$ -
Other	$ 9,573	$ 4,311	$ 10,282	$ (708)
Total Non-Personnel	$ 29,257	$ 12,231	$ 29,966	$ (708)
Grand Total Expenses	$ 108,348	$ 54,660	$ 109,056	$ (708)
Net Income/Deficit From Operations & Subsidies	$ -	$ 37,519	$ 1,425	$ 1,425

ROCHESTER GENESEE REGIONAL TRANSPORTATION AUTHORITY

BOARD OF COMMISSIONERS
AGENDA ITEM COVER SHEET

Board Meeting Date:	December 3, 2020
Presenter:	Rusty Korth
Subject:	Resolution Authorizing the Award of Contracts for the Purchase of Type III Buses and Low Floor Vehicles
Background:	The Authority seeks to establish contracts for the purchase of Type III Buses and two different sized low floor vehicles. The Authority issued a Request for Proposals (RFP) and publicly advertised it in the New York State Contract Reporter and Transit Talent on August 10, 2020, and the Rochester Business Journal on August 14, 2020. Twenty-four (24) RFP packages were requested by potential vendors and manufacturers. Three (3) responsive proposals were received for Type III Buses; two (2) responsive proposals were received for a Low-Floor Vehicle Seating 6-10 passengers; and one (1) responsive proposal was received for a Low-Floor Vehicle Seating 16-18 passengers. Vendors and manufacturers were not required to propose for all vehicle types. An evaluation and systematic scoring process was undertaken of every vehicle proposed based on the following nine (9) criteria: • Qualifications, Resources and Experience of the Firm • Overall Quality of the Vehicle and Overall Design Concepts, Vehicle Structure and Major Systems • Mobility Aid, Safety & Accessibility Features • Delivery Schedule • Manufacturing Process & Project Management Plan • Quality Assurance • Warranty, Training & Technical Support • Price of Base Vehicle • Price of the Optional Items Needed for Each Subsidiary The Authority conducted an initial scoring of the proposals and invited all proposers to offer a Best and Final Offer (BAFO) on their pricing. After receiving the BAFO and having the firms address any technical/delivery questions from the Authority, the scores were finalized as follows:

	<u>For the Type III Buses, the Authority scored the firms as follows:</u> • Empire Bus Sales, LLC of Horseheads, NY: 74 • Factory Direct Bus Sales, Inc. of Plainview, NY: 55 • Shepard Brothers, Inc. of Canandaigua, NY: 84 The Authority determined that Shepard Brothers, Inc. submitted the Type III Bus that is the most favorable and in the best interest of the Authority. Shepard Brothers, Inc. appears to be a responsible firm and the pricing offered is fair and reasonable. <u>For the Low-Floor Vehicle Seating 6-10 passengers, the Authority scored the firms as follows:</u> • Alliance Bus Group, Inc. of College Park GA: 61 • Creative Bus Sales, Inc. of Chino, CA: 76 The Authority determined that Creative Bus Sales, Inc. submitted the Low-Floor Vehicle Seating 6-10 passengers that is the most favorable and in the best interest of the Authority. Creative Bus Sales, Inc. appears to be a responsible firm and the pricing offered is fair and reasonable. <u>For the Low-Floor Vehicle Seating 16-18 passengers, the Authority scored the firm as follows:</u> • Alliance Bus Group, Inc. of College Park GA: 78 The Authority determined that Alliance Bus Group, Inc. submitted a Low-Floor Vehicle Seating 16-18 passengers that is in the best interest of the Authority. Alliance Bus Group, Inc. appears to be a responsible firm and the pricing offered is fair and reasonable. Given the lack of additional proposals for this Vehicle Type, the Authority compared this vehicle to a low floor vehicle with a similar seating capacity from this Vendor, which is available on New York State Contract. It is believed that the proposed vehicle is of greater quality and at a lower Base Price than the vehicle on New York State Contract. Prior to the execution of the contracts, the Authority will undertake a Pre-Award Buy America Audit in accordance with 49 CFR Part 663 which confirms that the vehicles being built by the awarded vendors are in compliance with federal Buy America requirements.
Financial Impact:	The Authority seeks to place an initial order of twenty-four (24) Type III Buses from Shepard Brothers, Inc. at a cost not to exceed $2,363,862. In addition, the Authority is requesting a contingency of $118,193 for the initial order with a total authorization not to exceed $2,482,055. The purchase will be funded with FTA Section 5311 funds (80%), New York State funds (10%) and RGRTA funds (10%).
Recommendation:	The contract term is for an initial three (3) year term with one two (2) year renewal option. That the Chief Executive Officer (CEO) or his designee be authorized to enter into a contract with Shepard Brothers, Inc. for the purchase of up to one-hundred and ten (110) Type III Buses over the life of the Contract; enter into a Contract with Creative Bus Sales, Inc. for the purchase of up to twenty (20) Low-Floor Vehicles Seating 6-10 passengers over the life of the Contract, and enter into a contract with Alliance Bus

	Group, Inc. for the purchase of up to twenty (20) Low-Floor Vehicles Seating 16-18 passengers over the life of the Contract. In addition, the CEO or his designee be authorized to place an initial order of twenty-four (24) Type III Buses from Shepard Brothers, Inc. at a cost not to exceed $2,363,862; increase the value of the initial order of twenty-four (24) Type III Buses by up to $118,193 for justified orders on contract, which would increase the total authorization not to exceed $2,482,055; These Contracts and the initial order of Type III Buses are subject to the written approval of the New York State Department of Transportation.

Resolution: RGRTA 47-2020

RESOLUTION AUTHORIZING THE AWARD OF CONTRACTS FOR THE PURCHASE OF TYPE III BUSES AND LOW FLOOR VEHICLES

WHEREAS, the Rochester Genesee Regional Transportation Authority (the "Authority") seeks to establish Contracts for the purchase of Type III Buses and two different sized low floor vehicles. Additionally, the Authority seeks to place an initial order of Type III Buses; and

WHEREAS, the Authority issued a Request for Proposals (RFP) and publicly advertising it in the New York State Contract Reporter and Transit Talent on August 10, 2020, and the Rochester Business Journal on August 14, 2020; and

WHEREAS, twenty-four (24) RFP packages were requested by potential Vendors and manufacturers. Three (3) responsive proposals were received for Type III Buses; two (2) responsive proposals were received for a Low-Floor Vehicle Seating 6-10 passengers; and one (1) responsive proposal was received for a Low-Floor Vehicle Seating 16-18 passengers. Vendors were not required to propose for all vehicle types.; and

WHEREAS, the Authority conducted an initial scoring of the proposals based on nine (9) evaluation criteria provided in the RFP and invited all proposers to offer a Best and Final Offer on their pricing. After receiving the BAFO and having the firms address any technical/delivery questions from the Authority, the scores were finalized; and

WHEREAS, the Authority determined that Shepard Brothers, Inc. submitted the Type III Bus that is the most favorable and in the best interest of the Authority. Shepard Brothers, Inc. appears to be a responsible firm and the pricing offered is fair and reasonable; and

WHEREAS, The Authority determined that Creative Bus Sales, Inc. submitted the Low-Floor Vehicle Seating 6-10 passengers that is the most favorable and in the best interest of the Authority. Creative Bus Sales, Inc. appears to be a responsible firm and the pricing offered is fair and reasonable..

WHEREAS, the Authority determined that Alliance Bus Group, Inc. submitted a Low-Floor Vehicle Seating 16-18 passengers that is in the best interest of the Authority. Given the lack of additional proposals for this Vehicle Type, the Authority compared this vehicle to a low floor vehicle with a similar seating capacity from this Vendor, which is available on New York State Contract. It is believed that the proposed vehicle is of greater quality and at a lower Base Price than the vehicle on New York State Contract; and

WHEREAS, Shepard Brothers, Inc., Creative Bus Sales, Inc., and Alliance Bus Group, Inc. appear to be responsible firms and the pricing offered for the vehicles awarded is fair and reasonable; and

WHEREAS, prior to the execution of the Contracts, the Authority will undertake a Pre-Award Buy America Audit in accordance with 49 CFR Part 663 which confirms that the vehicles being built by the awarded vendors are in compliance with federal Buy America requirements; and

NOW, THEREFORE, BE IT RESOLVED, that the Chief Executive Officer or his designated representative is authorized to enter into a Contract with Shepard Brothers, Inc. for the purchase

of up to one-hundred and ten (110) Type III Buses over the initial three (3) year term of the contract (the contract is a three (3) year term with one two (2) year renewal);

BE IT FURTHER RESOLVED, that the Chief Executive Officer or his designated representative is authorized to place an initial order of twenty-four (24) Type III Buses from Shepard Brothers, Inc. at a cost not to exceed $2,363,862;

BE IT FURTHER RESOLVED, that the Chief Executive Officer or his designated representative is authorized to increase the value of the initial order of twenty-four (24) Type III Buses by up to $118,193 for justified orders on contract, which would increase the total authorization not to exceed $2,482,055;

BE IT FURTHER RESOLVED, that the Chief Executive Officer or his designated representative is authorized to enter into a Contract with Creative Bus Sales, Inc. for the purchase of up to twenty (20) Low-Floor Vehicles Seating 6-10 passengers over the life of the Contract,

BE IT FURTHER RESOLVED, that the Chief Executive Officer or his designated representative is authorized to enter into a Contract with Alliance Bus Group, Inc. for the purchase of up to twenty (20) Low-Floor Vehicles Seating 16-18 passengers over the life of the Contract;

BE IT FURTHER RESOLVED, that all actions authorized in this resolution are subject to the written approval of the New York State Department of Transportation.; and

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

C E R T I F I C A T I O N

The undersigned hereby certifies that the above is an excerpt from the Minutes of a Regular Meeting of the Rochester-Genesee Regional Transportation Authority, which was held on December 3, 2020 and that the Resolution is still in full force and effect.

_____
Donald Jeffries, Chairman

Date: December 3, 2020
Rochester, New York

Resolution Authorizing the Awards of Contracts for the Purchase of Type III Buses and Low-floor Vehicles

RGRTA 47-2020

Background

- **Our RTS Access and Regional fleets have traditionally been comprised of 3 different vehicle types:**

Type 1A

8 – 10 passengers

Primarily paratransit use

Type III

16 - 18 passengers

Demand/Response
Base route and route deviation service
Subsidy/Charter

Type VI

24 - 28 passengers

Base route and route deviation service
Subsidy/Charter

Background

New Vehicle Types

Low-floor (18 passenger)

High Headroom Van (6 passenger)

- **Recently we purchased newer vehicle designs for On-Demand services and are evaluating them for existing services**
  - Low-floor vehicles with variable seating capacities
  - High-headroom vans
- **The Authority utilized a combination of our own contracts and OGS contracts for some smaller revenue vehicles**
  - RGRTA 20-2019 awarded new contracts for Type 1A buses, High-headroom vans and Mini-vans
  - For Low-floor and Type VI buses we used the NYS Office of General Service Contract
  - The Authority seeks to establish contracts for the purchase of Type III buses, Low-floor 6-10 passenger vehicles and Low-floor 16-18 passenger vehicles.

Request for Proposal Process

- **The Authority issued a Request for Proposals (RFP) for the three vehicle types and advertised it in the New York State Contract Reporter, Transit Talent and the Rochester Business Journal**

- **Twenty-four (24) RFP packages were requested by potential vendors and manufacturers:**
  - For Type III buses, three (3) responsive proposals were received;
  - For Low-floor 6 - 10 passenger vehicles, two (2) responsive proposals were received; and
  - For Low-floor 16 - 18 passenger vehicles, one (1) responsive proposal was received

Evaluation Criteria

- **A technical evaluation and scoring process was followed based on the following nine (9) criteria:**
  - Qualifications, Resources and Experience of the firm
  - Overall quality of the vehicle and overall design concepts, vehicle structure and major systems
  - Mobility aid, Safety and Accessibility Features
  - Delivery Schedule
  - Manufacturing Process and Project Plan
  - Quality Assurance
  - Warranty, Training and Technical Support
  - Price of the base vehicle
  - Price of the Optional Items Needed for Each Subsidiary

Scoring Results

- **After an initial scoring all proposers were invited to submit Best and Final Offers (BAFO) on their pricing. The final scoring results are as follows:**

Firm	Type III Bus
Empire Bus Sales, LLC of Horseheads, NY	74
Factory Direct Bus Sales, Inc. of Plainview, NY	55
Shepard Brothers, Inc. of Canandaigua, NY	**84**

Firm	Low-floor (6-10)
Alliance Bus Group, Inc. of College Park, GA	61
Creative Bus Sales, Inc. of Chino, CA	**76**

Firm	Low-floor (16-18)
Alliance Bus Group, Inc. of College Park, GA	**78**

Financial Impact and Funding Sources

- **The Authority seeks to place an initial order of twenty-four (24) Type III buses from Shepard Brothers, Inc. at a cost not to exceed $2,363,862.**

- **In addition the Authority is requesting a contingency of $118,193 for the initial order for a total authorization not to exceed $2,482,055**

- **The purchase will be funded with FTA Section 5311 funds (80%), New York State funds (10%) and RGRTA funds (10%)**

Recommendation

That the Chief Executive Officer or his designee be authorized to enter into a contract with Shepard Brothers, Inc. for the purchase of up to one-hundred ten (110) Type III buses over the life of the contract; to enter into a contract with Creative Bus Sales, Inc. for the purchase of up to twenty (20) Low-floor vehicles seating 6 – 10 passengers over the life of the contract, and enter into a contract with Alliance Bus Group, Inc. for the purchase of up to twenty (20) Low-floor vehicles seating 16 – 18 passengers over the life of the contract. All contracts are for three (3) years with an optional two (2) year renewal.

In addition, that the Chief Executive Officer or his designee be authorized to place an initial order of twenty-four (24) Type III buses from Shepard Brothers, Inc. at a cost of $2,363,862 along with a contingency of $118,193 for a total authorization not to exceed $2,482,055.

ROCHESTER GENESEE REGIONAL TRANSPORTATION AUTHORITY

BOARD OF COMMISSIONERS
AGENDA ITEM COVER SHEET

Board Meeting Date:	December 3, 2020
Presenter:	Rusty Korth
Subject:	Resolution Authorizing the Purchase of Six (6) Type 1A Paratransit Buses
Background:	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 1A paratransit buses. The nine (9) Type 1A paratransit buses were delivered and put in service during the Summer of 2020. The Authority desires to purchase six (6) additional Type 1A paratransit buses under the contract with Shepard Bros, Inc. as part of the planned RTS-Access fleet replacement. These buses are anticipated to be placed into service in the Summer of 2021. The contract will have forty-five (45) remaining options.
Financial Impact:	The Authority seeks to place an order of six (6) additional Type 1A Buses from Shepard Brothers, Inc. at a cost not to exceed $505,344. In addition, the Authority is requesting a contingency of $12,630 for the order so the total authorization will not exceed $517,974. The purchase will be funded with Federal (80%), New York State (10%) and RGRTA (10%) funds.
Recommendation:	That the Chief Executive Officer or his designee be authorized to place an order of six (6) Type III Buses from Shepard Brothers, Inc. at a total authorization not to exceed $517,974.

Resolution: RGRTA 48-2020

RESOLUTION AUTHORIZING THE PURCHASE OF SIX (6) TYPE 1A PARATRANSIT 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 1A paratransit buses over a five (5) year period as well as an initial order of nine (9) buses; and

WHEREAS, the Authority desires to purchase six (6) additional Type 1A paratransit buses under the contract with Shepard Bros, Inc. as part of the planned RTS-Access fleet replacement. These buses are anticipated to be placed into service in the Summer of 2021; and

WHEREAS, funding for this purchase was included in the FFY 2020 Program of Projects.

NOW, THEREFORE, BE IT RESOLVED, that the Chief Executive Officer or his designee is authorized to place an order of six (6) Type 1A Buses from Shepard Brothers, Inc. at a cost not to exceed $505,344;

BE IT FURTHER RESOLVED, that the Chief Executive Officer or his designated representative is authorized to increase the value of the order of six (6) Type 1A Buses by up to $12,630 for justified orders on contract, which increases the total authorization to an amount not to exceed $517,974;

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

C E R T I F I C A T I O N

The undersigned hereby certifies that the above is an excerpt from the Minutes of the Regular Meeting of the Rochester Genesee Regional Transportation Authority which was held on December 3, 2020 and that the Resolution is still in full force and effect.

_____
Donald Jeffries, Chairman

Date: December 3, 2020
Rochester, New York

ROCHESTER GENESEE REGIONAL TRANSPORTATION AUTHORITY

BOARD OF COMMISSIONERS
AGENDA ITEM COVER SHEET

Board Meeting Date:	December 3, 2019
Presenter:	Amy Gould
Subject:	Resolution Authorizing a Contract for Occupational Health Medical Services
Background:	The Authority sought to engage the services of a professional medical staff to provide occupational health medical services. Occupational Health Medical Services includes pre-employment and return-to-work physical examinations, 19-A medical assessment examinations as required by New York State, rendering of decisions regarding an applicant's or employee's ability to fully perform the essential functions of their job, as well as act at the Medical Review Officer for the Authority's Drug and Alcohol Program in accordance with established procedures as promulgated by FTA regulations. The Authority issued a Request for Proposals (RFP) and publicly advertised it in the Rochester Business Journal on August 7, 2020, the New York State Contract Reporter on August 10, 2020, and the Minority Reporter on August 13, 2020. Seventeen (17) RFP packages were requested and two (2) responsive proposals were received on September 18, 2020. An evaluation and systematic scoring process was undertaken based on the following four (4) criteria: • Qualifications, Resources and Experience of the Firm and Proposed Subcontractors • Qualifications and Experience of the Staff to Be Assigned • Work Plan • Price The Authority scored the two proposers as follows: • The IMA Group of Tarrytown, NY: 52 • WorkFit Medical, LLC of Rochester, NY: 92

	The Authority determined WorkFit Medical, LLC submitted the proposal that is the most favorable and in the best interest of the Authority due to their previous experience with the Authority. WorkFit Medical, LLC appears to be a responsible firm and the pricing submitted is fair and reasonable.
Financial Impact:	The Authority estimates spending $446,700/year on this contract based on the service and listed under “Description of Services” in Attachment A. In the event that the Authority determines additional services are needed, the Authority will be charged the rates listed under “Other Additional Services” in Attachment A. Prices will remain fixed for the initial year of the contract and may be adjusted only at the execution of additional contract years. Future price adjustments shall be tied to the Annual twelve (12) month percent change of the Consumer Price Index CUUR0000SA0 (All Urban Consumers) from the preceding years. Funding for this contract is included in the Authority’s 2020-2021 operating budget and will be included in subsequent years’ operating budgets.
Recommendation:	That the Chief Executive Officer or his designee is authorized to enter into a one (1) year contract with four (4) additional one (1) year terms with WorkFit Medical, LLC to provide Occupational Health Medical Services.

Resolution: RGRTA 49-2020

RESOLUTION AUTHORING A CONTRACT FOR OCCUPATIONAL HEALTH MEDICAL SERVICES

WHEREAS, the Rochester Genesee Regional Transportation Authority (the "Authority") sought to engage the services of professional medical staff to provide occupational health medical services. Occupational Health Medical Services include pre-employment and return-to-work physical examinations, 19-A medical assessment examinations as required by New York State, rendering of decisions regarding an applicant's or employee's ability to fully perform the essential functions of their job, as well as act at the Medical Review Officer for the Authority's Drug and Alcohol Program in accordance with established procedures as promulgated by FTA regulations; and

WHEREAS, the Authority issued a Request for Proposals (RFP) and publicly advertised it in the Rochester Business Journal on August 7, 2020, the New York State Contract Reporter on August 10, 2020, and the Minority Reporter on August 13, 2020; and

WHEREAS, seventeen (17) RFP packages were requested and two (2) responsive proposals were received on September 18, 2020; and

WHEREAS, the Authority conducted a thorough evaluation of the proposals that were received and concluded that WorkFit Medical, LLC submitted a proposal that was responsive and was the most favorable based on the selection criteria specified in the RFP; and

WHEREAS, the Authority determined that WorkFit Medical, LLC appears to be responsible firm and that the rates provided for services in Attachment A are fair and reasonable; and

WHEREAS, the Authority estimates spending $446,700/year on this contract based on the "Description of Services" listed in Attachment A. If the Authority requires other services the charge wil be in accordance with "Other Additional Services" as listed in Attachment A.

NOW, THEREFORE, BE IT RESOLVED, that the Chief Executive Officer or his designated representative is authorized to enter into a one (1) year contract with four (4) additional one (1) year terms with WorkFit Medical, LLC to provide Occupational Health Medical Services based on the hourly rates in Attachment A; 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 they may deem necessary, appropriate or advisable to carry out the intent and purposes of the foregoing resolutions.

C E R T I F I C A T I O N

The undersigned hereby certifies that the above is an excerpt from the Minutes of a Regular Meeting of the Rochester-Genesee Regional Transportation Authority, which was held on December 3, 2020 and that the Resolution is still in full force and effect.

_____
Donald Jeffries, Chairman

Date: December 3, 2020
Rochester, New York

Resolution: RGRTA 49-2020

ATTACHMENT A

RESOLUTION AUTHORIZING A CONTRACT FOR OCCUPATIONAL HEALTH MEDICAL SERVICES

Description of Services	Rates
On-Site Medical Services	$175/hour
Physician / Medical Review Officer / Medical Director Oversite	$275/hour
Physicals:	
19A / Return to work	$80/each
Pre-Employment	$75/each
Respirator Quest	$124/each
Height/Weight BMI Check	$35/each
Breath Alcohol Test	$40/each
After Hours Breath Alcohol Test / Drug Test in Monroe County	$325/each
After Hours Breath Alcohol Test/ Drug Test outside Monroe County	$425/each
Random Drug Tests-5 Panel DOT	$70/each
Annual Fee for Pool Management	$500/yearly
Surveillance – 2 hours per week	$50/hour
Audits and Scheduling	$50/hour
Vaccines:	
Hep B	$100/each
Flu	$30/each
TB	$25/each
Estimated annual cost for miscellaneous supplies	$500

Other Additional Services	
	Rates
After Hours - Hourly Nurse Fee	$ 55.00
After Hours - Hourly Physicians' Assistant Fee	$ 135.00
After Hours - Hourly Physicians' Fee	$ 275.00
After Hours - Hourly Technician Fee (1st Hour)	$ 65.00
After Hours - Hourly Technician Fee (After 1st Hour)	$ 65.00
After Hours Drug Screen & BAT	$ 325.00
Audiogram (with Interpretation)	$ 45.00
Body Mass Index (BMI)	$ 35.00
Complete Blood Count (CBC)	$ 40.00

Resolution: RGRTA 49-2020

ATTACHMENT A

RESOLUTION AUTHORIZING A CONTRACT FOR OCCUPATIONAL HEALTH MEDICAL SERVICES

Continue: Other Additional Services	Rates
EKG	$ 60.00
EMS Lifting Test	$ 45.00
Graduated Lift Test	$ 65.00
Grip Test	$ 40.00
Hearing Conservation Program Management	$ 25.00
Human Performance Evaluation (HPE) / Physical Agility Tests	$ 80.00
Kraus Weber Minimum Test	$ 80.00
NASA Eye Exam	$ 45.00
Mini Stress Test (we don't do these anymore)	$ 45.00
Nerve Conduction Study	$600.00
Oxygen Saturation	$ 45.00
PPD Placement (with outside Read)	$ 25.00
PPD Placement and Read	$ 25.00
Pulmonary Function Test	$ 50.00
Qualitative Mask Fit	$ 45.00
Quantitative Mask Fit	$ 55.00
Vision Test - Complete (Near, Far, Fields, Ishihara, Depth)	$ 50.00
Vision Test - Farnsworth	$ 30.00
Vision Test - Ishihara	$ 30.00
Vision Test - Snellen	$ 30.00
Vision Test - Titmus	$ 35.00
Vision Test - Welder (Jaeger)	$ 30.00
X-Ray - Chest; 2 View	$ 135.00
X-Ray - Chest; B-Read	$ 145.00
X-Ray - Chest; Standard	$ 115.00
X-Ray - Lumbar; 1 View / 2 View	$ 125.00

Resolution: RGRTA 49-2020

ATTACHMENT A

RESOLUTION AUTHORIZING A CONTRACT FOR OCCUPATIONAL HEALTH MEDICAL SERVICES

Continue: Other Additional Services	Rates
X-Ray - Lumbar; 3 View	$ 145.00
X-Ray - Spine; 2 View	$ 160.00
Breath Alcohol Confirmation Test	$ 40.00
Arsenic	$ 70.00
Breath Alcohol Test (BAT)	$ 40.00
Drug Screen; Hair - Collection Only	$ 35.00
Drug Screen; Hair - House Lab MRO	$ 90.00
Drug Screen; Hair - House Lab MRO Expanded Opiates Panel	$ 105.00
Drug Screen; Oral Swab - Collection Only	$ 35.00
Drug Screen; Oral Swab - House Lab MRO	$ 70.00
Drug Screen; Urine - Collection Only	$ 35.00
Drug Screen; Quest; Urine; MRO; Non-DOT; 10-Panel Expanded Opiates	$ 100.00
Drug Screen; Urine - House Lab MRO 10-Panel	$ 80.00
Drug Screen; Urine - House Lab MRO 5-Panel	$ 70.00
Drug Screen; Urine - House Lab MRO 8-Panel	$ 75.00
Drug Screen; Urine - House Lab MRO DOT/Federal Panel	$ 70.00
Drug Screen; Urine - MRO Fee	$ 40.00
MRO Service and Lab Fee	$ 50.00
MRO Service Fee	$ 35.00
Out-of-Area Drug Screen	$ 45.00
Random Drug and Alcohol Program Management	$ 175.00
Urine Collection - CRL Labs	$ 40.00
Urine Collection - Quest Labs	$ 20.00
Alanine Aminotransferase (ALT) aka SGPT Test	$ 70.00
Albumin	$ 70.00
Alkaline Phosphatase	$ 70.00

Resolution: RGRTA 49-2020

ATTACHMENT A

RESOLUTION AUTHORIZING A CONTRACT FOR OCCUPATIONAL HEALTH MEDICAL SERVICES

Continue: Other Additional Services	Rates
Anaerobic Culture	$ 70.00
Aspartate Aminotransferace (AST) aka SGOT Test	$ 70.00
Basic Metabolic 8-Panel	$ 70.00
Benzene, Blood	$ 165.00
Bilirubin, Direct	$ 70.00
Bilirubin, Total	$ 70.00
Blood Type	$ 80.00
Blood Urea Nitrogen (BUN) Test	$ 70.00
C. Difficile Toxin A/B Test	$ 70.00
Cadmium, Blood	$ 240.00
Cadmium, Urine	$ 135.00
Calcium	$ 70.00
Cell Count, Fluid	$ 70.00
Chem 14 (Comprehensive Metabolic Panel CMP)	$ 75.00
Chem 20	$ 100.00
Cholesterol, Serum, Total	$75.00
Cholinesterase, RBC	$ 70.00
Cholinesterase, Serum	$ 70.00
Chromium, Plasma	$ 65.00
Chromium, Urine	$ 125.00
Complete Blood Count with Differential (CBC w/ Diff)	$ 65.00
C-Reactive Protein (CRP) Test	$ 70.00
Creatinine	$ 70.00
Crystal Identification	$ 70.00
Electrolyte Panel	$ 70.00
Ethanol, Serum	$ 70.00
Fluid Culture	$ 70.00
Gamma-Gultamyl Transferase (GGTP)	$ 70.00

Resolution: RGRTA 49-2020

ATTACHMENT A

RESOLUTION AUTHORIZING A CONTRACT FOR OCCUPATIONAL HEALTH MEDICAL SERVICES

Continue: Other Additional Services	Rates
Glucose, Fasting 12 Hours	$ 75.00
Glucose, Random	$ 70.00
Glucose; Finger Stick	$ 60.00
Glucose-6-Phosphate Dehydrogenase (G6PD)	$ 90.00
Heavy Metals Panel; 24-hour; Urine	$ 125.00
Heavy Metals Panel; Blood	$ 150.00
Hematocrit	$ 70.00
Hemoglobic A1C (HBA1C)	$ 110.00
Hepatic Function Panel; 7	$ 70.00
Hepatitis A Antibody, IgM	$ 90.00
Hepatitis A Antibody, Total	$ 90.00
Hepatitis B Profile	$ 90.00
Hepatitis B Surface Antibody	$ 90.00
Hepatitis B Surface Antigen	$ 65.00
Hepatitis C Antibody	$ 70.00
Hepatitis C Antibody	$ 135.00
Hepatitis Panel; All 4 Tests Combined	$ 200.00
HIV Antibody Screen	$ 135.00
HIV-1 Screen	$ 155.00
Iron	$ 70.00
Iron and Total Iron-Binding Capacity (TIBC)	$ 70.00
Latex (K82) Latex	$ 70.00
LDH - Lactice Acid Dehydrogenase	$ 70.00
LDL - Direct Measure; Low-Density Lipoprotein	$ 70.00
Lead; Whole Blood	$ 90.00
Lead/ZPP Combo (8029)	$98.00
Lipid Panel	$ 90.00
Magnesium	$ 70.00

Resolution: RGRTA 49-2020

ATTACHMENT A

RESOLUTION AUTHORIZING A CONTRACT FOR OCCUPATIONAL HEALTH MEDICAL SERVICES

Continue: Other Additional Services	Rates
Mercury - Blood; Quant	$ 45.00
Mercury Test	$ 100.00
MMR Titer; Blood Draw	$ 95.00
Mumps Titer; Blood Draw	$ 70.00
Nickel; Urine	$ 65.00
Oral Fluid and Saliva - Collection Only	$ 35.00
PCB Blood Test (Polychlorinated Biphenyls)	$ 80.00
Phenol; Urine	$ 70.00
Phosphorus	$ 70.00
Protein; Total	$ 30.00
PSA Blood Draw (Prostate-Specific Antigen)	$ 125.00
Qualitative HCG (HCG Qual)	$ 70.00
Rabies Titer	$ 300.00
Renal Function Panel	$ 70.00
Reticulocyte; Count Blood Draw	$ 70.00
RPR Serology (Rapid Plasma Reagin)	$ 70.00
Rubella Titer	$ 80.00
Rubeola Titer	$ 85.00
Sedimentation Rate (Sed Rate: ESR Test)	$ 75.00
Sickle Cell Screen	$ 85.00
Specimen Collection - Blood	$ 50.00
Specimen Collection - Blood and Urine	$ 80.00
Specimen Collection - Urine	$ 45.00
T3 Total Triiodothyronine Test	$ 70.00
T4 Free Test	$ 70.00
T4 Thyroxine Test	$ 70.00
Throat/B-Strep Culture	$ 75.00
Triglycerides	$ 70.00

Resolution: RGRTA 49-2020

ATTACHMENT A

RESOLUTION AUTHORIZING A CONTRACT FOR OCCUPATIONAL HEALTH MEDICAL SERVICES

Continue: Other Additional Services	Rates
TSH (Thyroid Stimulating Hormone)	$ 135.00
T-Spot TB Test	$ 150.00
Uric Acid Blood Test	$ 70.00
Urinalysis with Microscopic	$ 65.00
Urine Culture	$ 70.00
Varicella Zoster AB, IGG	$ 110.00
Varicella Zoster IGM	$ 100.00
Venipuncture	$ 40.00
Vitamin D 25-Hydroxy Test	$ 65.00
ZPP	$ 60.00
Body Composition (Height, Weight)	$ 20.00
Criminal Background Check	$ 80.00
DOT Replacement Card	$ 25.00
Off-Site Technician Fee (per Hour)	$ 65.00
Blood Pressure	$ 25.00
DNA Swab Collection	$ 35.00
Ergonomic Study	$ 300.00
Lifting Assessment	$ 55.00
X-Ray - Finger	$ 100.00
X-Ray - Orbit; Complete 3 View Minimum	$ 125.00
Vision Test - Ishihara/Colo	$ 35.00

Resolution: RGRTA 49-2020

ATTACHMENT A

RESOLUTION AUTHORIZING A CONTRACT FOR OCCUPATIONAL HEALTH MEDICAL SERVICES

Continue: Other Additional Services	Rates
Annual Health Update	$ 38.00
Back Strength Evaluation	$ 40.00
Biometric Health Screening	$ 65.00
Blood Pressure Re-check	$ 20.00
Breast And Pelvic Exam; Breast-only Exam	$ 40.00
Clearance Form: Respirator	$ 30.00
Clearance Form: Asbestos	$ 30.00
Clearance Form: Hazmat	$30.00
Chromic Acid Exposure, Physical Exam	$ 50.00
Cognitive Evaluation	$ 135.00
DOT Replacement Exam	$ 85.00
Ergonomic Evaluation	$ 125.00
Executive Physical with Labs	$ 800.00
Executive Physical with Labs through Insurance	$ 600.00
Fire Fighter Physical - Exterior Fire Fighter (without PFT)	$ 75.00
Fire Fighter Physical - Interior Fire Fighter (with PFT)	$ 90.00
Focused Exam - 30 Minutes	$ 130.00
Focused Exam - 10 Minutes	$ 70.00
Focused Exam - 20 Minutes	$ 100.00
Focused Exam - 45 Minutes	$ 190.00
Focused Exam - 60 Minutes	$ 235.00
Musculoskeletal Exam	$ 55.00
Patient Safety Attendant; Human Performance Evaluation	$ 80.00
Penicillin Questionnaire; Review	$ 35.00
Periodic Health Assessment	$ 45.00
Periodic Health Assessment; Focused Exam	$ 45.00
Physical - 19-A (Bus Driver)	$ 80.00

Resolution: RGRTA 49-2020

ATTACHMENT A

RESOLUTION AUTHORIZING A CONTRACT FOR OCCUPATIONAL HEALTH MEDICAL SERVICES

Continue: Other Additional Services	Rates
Physical - Additional	$ 50.00
Physical - Asbestos	$110.00
Physical - Coast Guard	$ 150.00
Physical - Deployment	$ 135.00
Physical - DOT (CDL)	$ 80.00
Physical - DOT (CDL) Medical Follow-Up	$ 65.00
Physical - Fitness for Duty	$ 80.00
Physical - Haz-Mat Basic (Respirator Physical, Audiogram, Vision Test, PFT, Urinalysis, Labs)	$ 165.00
Physical - Haz-Mat with Extended Labs (Respirator Physical, Audiogram, Vision Test, PFT, Urinalysis, Labs)	$ 250.00
Physical - Non-DOT (Pre-Employment or Annual)	$ 75.00
Physical - Respirator (includes PFT)	$ 90.00
Physical - OSHA/Hazmat	$124.00
Physical - Return to Work	$ 80.00
Physical - School	$ 75.00
Physical - Silica (Includes Silica Questionnaire and PFT)	$ 125.00
OSHA Questionnaire Review	$30.00
Travel Medical Consult	$ 85.00
Tuberculosis Symptom Screening	$ 25.00
Twinrix Vaccine (Hepatitis A and B Vaccine)	$ 176.00
Vaccine - Administration Charge	$ 35.00
Vaccine - Administration Charge	$ 35.00
Vaccine - Hepatitis A	$ 125.00
Vaccine - Hepatitis B (Per Shot x 3)	$ 100.00
Vaccine - Influenza	$ 30.00

Resolution: RGRTA 49-2020

ATTACHMENT A

RESOLUTION AUTHORIZING A CONTRACT FOR OCCUPATIONAL HEALTH MEDICAL SERVICES

Continue: Other Additional Services	Rates
Vaccine - Meningococcal (MCV-4)	$ 210.00
Vaccine - MMR	$ 130.00
Vaccine - Pneumonia	$ 325.00
Vaccine - Polio	$ 95.00
Vaccine - Rabies	$ 595.00
Vaccine - Rubella	$ 85.00
Vaccine - Td	$ 65.00
Vaccine - Tdap	$ 95.00
Vaccine - Typhoid	$ 175.00
Vaccine - Varivax	$ 230.00

Note: These rates will remain fixed for the initial contract year. The rates will be subject to adjustment in subsequent contract years, if exercised. The adjustments will be tied to the Annual Twelve (12) month percent change of the Consumer Price Index CUUR0000SA0 (All Urban Consumers) from the preceding year.

ROCHESTER GENESEE REGIONAL TRANSPORTATION AUTHORITY

BOARD OF COMMISSIONERS
AGENDA ITEM COVER SHEET

Board Meeting Date:	December 3, 2020
Presenter:	Daniel DeLaus
Subject:	Resolution Authorizing Adoption of Record and Disposition Schedule for New York State (NYS) Local Governments, LGS-1
Background:	The Authority is a “local government” as that term is defined in the NYS Arts and Cultural Affairs Law. As a “local government” the Authority is required to promulgate and implement a records retention policy, which the Authority has done. Additionally, the Authority is required to adopt and utilize a Record Retention and Disposition Schedule developed by NYS. NYS has created Schedule LGS-1 a Record Retention and Disposition Schedule to replace the Schedule MI-1 previously provided by NYS. In order for the Authority to remain compliant with the NYS Arts and Cultural Affairs Law the NYS Schedule LGS-1 should be adopted.
Financial Impact:	Adoption of the schedule has no budgetary impact.
Recommendation:	The Board of Commissioners adopts the NYS Schedule LGS-1 and affirm that any records will be disposed of in accordance with it. In addition,the Chief Executive Officer or his designee are hereby authorized, empowered and directed, for and on behalf of the Authority, to perform any and all actions and to execute any and all documents on behalf of the Authority as they may deem necessary, appropriate or advisable to carry out the intent and purposes of the foregoing resolution.

Resolution: RGRTA 50-2020

RESOLUTION AUTHORIZING ADOPTION OF RECORDS AND DISPOSITION SCHEDULE FOR NEW YORK STATE (NYS) LOCAL GOVERNMENTS, LGS-1

WHEREAS, the Authority is required by New York State (NYS) Law to adopt a Record Retention and Disposition Schedule ("Schedule") which is created by NYS; and

WHEREAS, NYS has created Schedule LGS-1 to supersede Schedule MI-1; and

NOW, THEREFORE, BE IT RESOLVED, that the Authority, pursuant to NYS Arts and Cultural Affairs Law, adopts Schedule LGS-1, which contains minimum retention periods for records, for use by Authority officers in disposing of the records listed therein; and

BE IT FURTHER RESOLVED that only those records will be disposed of that are described in Schedule LGS-1, after they have met the minimum retention periods described therein; and

BE IT FURTHER RESOLVED that only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods; and

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

C E R T I F I C A T I O N

The undersigned hereby certifies that the above is an excerpt from the Minutes of a Regular Meeting of the Rochester-Genesee Regional Transportation Authority, which was held on December 3, 2020 and that the Resolution is still in full force and effect.

_____

Donald Jeffries, Chairman

Date: December 3, 2020
Rochester, New York

ROCHESTER GENESEE REGIONAL TRANSPORTATION AUTHORITY

BOARD OF COMMISSIONERS
AGENDA ITEM COVER SHEET

Board Meeting Date:	December 3, 2020
Presenter:	Daniel DeLaus
Subject:	Resolution Authorizing a Collective Bargaining Agreement between RTS Ontario and the Amalgamated Transit Union, Local 282
Background:	The Amalgamated Transit Union (ATU), Local 282 represents RTS Ontario Bus Operators, Transportation Specialists, Technicians, Fueler/Washers and Van Drivers a total of 33 employees. The last agreement expired on July 31, 2019 and ATU Local 282 ratified this new agreement on November 23, 2020. The term of the new agreement is from the date of this approval through July 31, 2022. A key item to the new agreement includes a new starting rate of $15.00 per hour for Bus Operators and Transportation Specialists. See Attachment A for complete details of new agreement.
Financial Impact:	The financial impact of approval is included in the Authority's 2020-2021 Operating Budget. Future years Operating Budgets will contain appropriate funding.
Recommendation:	The CEO be granted authority to enter into this agreement with the Amalgamated Transit Union, Local 282.

Resolution: RGRTA 51-2020

RESOLUTION AUTHORIZING A COLLECTIVE BARGAINING AGREEMENT BETWEEN RTS ONTARIO AND THE AMALGAMATED TRANSIT UNION, LOCAL 282

WHEREAS, the Amalgamated Transit Union, Local 282 (the "ATU") is the exclusive bargaining agency for the titles of full-time and part-time Bus Operators, Van Drivers, Transportation Specialists, Maintenance Technicians and Bus Washers at RTS Ontario; and

WHEREAS, RTS Ontario and the ATU have reached a tentative agreement (the "Agreement"), subject to the approval of the Board of Commissioners and the ATU membership, which Agreement includes the key changes summarized on Attachment A; and

WHEREAS, the ATU membership voted to approve the Agreement on November 23, 2020.

NOW, THEREFORE, BE IT RESOLVED, that the Chief Executive Officer and his designee are hereby authorized, empowered and directed, for and on behalf of the Authority, to execute the Agreement and 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 this project.

C E R T I F I C A T I O N

The undersigned hereby certifies that the above is an excerpt from the Minutes of a Regular Meeting of the Rochester-Genesee Regional Transportation Authority, which was held on December 3, 2020 and that the Resolution is still in full force and effect.

_____

Donald Jeffries, Chairman

Date: December 3, 2020
Rochester, New York

ATTACHMENT A

RTS Ontario and
Amalgamated Transit Union, Local 282
Collective Bargaining Agreement

Term of Agreement: **December 4, 2020 – July 31, 2022**

Covered Employees:
Bus Operators- 22
Transportation Specialist- 6
Bus Washers - 2
Senior Technician - 1
Technician A -1
Technician B - 1

Wages:
The wage structure of the existing contract required modification due to market conditions and compliance with the New York State Minimum Wage Act. As of April 1, 2020, the starting wage rate for new Bus Operators and Transportation Specialists will be $15.00 per hour. This change necessitated an adjustment, to all existing Bus Operators and Transportation Specialists wage rate. Existing Bus Operators and will receive an increase of $1.10 and Transportation Specialists will receive an increase of $1.75 per hour which includes their cost of living adjustment to their current wage rate, effective August 1, 2019. The contract further authorizes wage increases of 2.75% for both August 1, 2021 and 2022.

The Bus Operator and Transportation Specialist starting wage will increase to $15.30 on August 1, 2020.

Bus fueler/washer wage rates are increased as of August 1, 2019 with a new hire rate of $14.35 and the top of the four-year progression rate of $15.35. Effective August 31, 2020 and 2021 the scales are increased by 2.75%, respectively.

Senior Technician, Technician A and Technician B hourly rates are increased by 2.25% effective August 1, 2019, 2.75% effective August 31, 2020 and 2021.

All employees will receive a retroactive payment for the differential in wages from August 1, 2019.

Pension:
Upon ratification of this Agreement full time employees will begin participation in the "Retirement Plan for Union Employees of Regional Transit Service Inc." No employees will be deemed to have service credit in the plan prior to ratification.

Holidays:
Part time employees will receive four (4) hours of pay for the following holidays:

- New Year's Day
- Memorial Day
- Labor Day
- Thanksgiving Day
- Christmas Day.

Full time employees shall be granted an additional holiday for Juneteenth.

Personal Time Off:
Newly hired employees time off will increase from twenty-two (22) hours to forty (40) hours.

2020 STANDING CALENDAR

Document Date: 11/25/2020 *Calendar is subject to revisions/additions*

MEETING INFORMATION	*DATE*	*TIME*
RGRTA Audit Committee Meeting	Thursday, June 4, 2020	Noon – 1:30PM
RGRTA Regular Board Meeting	Thursday, June 4, 2020	POSTPONED
RGRTA Annual Meeting	Thursday, June 4, 2020	POSTPONED
RGRTA Compensation Committee Meeting	Friday, June 12, 2020	9:00AM – 10:30AM
RGRTA Audit/Finance Committee Meeting	Thursday, June 25, 2020	10:00AM – 11:30AM
RGRTA Regular & Annual Board Meetings	Thursday, June 25, 2020	Noon - 2:30PM
RGRTA Regular Board Meeting	Thursday, July 2, 2020	CANCELLED
RGRTA Audit Committee Meeting	Thursday, July 23, 2020	CANCELLED
RGRTA Audit Committee Meeting	Tuesday, August 4, 2020	10:00AM – 11:00AM
RGRTA Governance Committee Meeting	Thursday, August 6, 2020	10:30AM – 11:30AM
RGRTA Quarterly Board Meeting	Thursday, August 6, 2020	Noon - 2:00PM
RGRTA Governance Committee Meeting	Thursday, September 3, 2020	CANCELLED
RGRTA Regular Board Meeting	Thursday, September 3, 2020	POSTPONED
RGRTA Regular Board Meeting	Thursday, September 10, 2020	Noon - 2:00PM
RGRTA Regular Board Meeting	Thursday, October 1, 2020	CANCELLED
RGRTA Quarterly Board Meeting	Thursday, November 5, 2020	Noon – 2:00PM
RGRTA Annual Governance Training	Monday, November 16, 2020	9:00AM - Noon
RGRTA Audit Committee Meeting	Thursday, December 3, 2020	10:30AM - 11:30AM
RGRTA Regular Board Meeting	Thursday, December 3, 2020	Noon - 2:00PM
RGRTA Regular Board Meeting	Thursday, January 7, 2021	Noon – 2:00PM

Location Key:
All Meetings to be held at RGRTA: 1372 E. Main Street, Board Room and Virtually unless otherwise specified