

SRTA

SUSQUEHANNA REGIONAL TRANSPORTATION AUTHORITY

DATE: July 27, 2023

TIME: 10:00 AM

PLACE: 901 N. Cameron St. Harrisburg, PA
A Zoom option will also be offered.
Public may participate at Cameron Street or Zarfoss Drive Locations.

PURPOSE: July 2023 Board Meeting

ORDER OF BUSINESS

1. Call to Order
2. Changes or Modifications to the Agenda
3. Public Comment: Accepted in Person or in Writing
4. Approval of Minutes

A. Meeting Minutes of June 22, 2023 (Pages 3-5)

5. Communications
6. YAMPO Transit Committee – No Business
7. Treasurer’s Report
8. Old Business

CAT Bridge Article – Information Only (Pages 6-7)

CPTA ACT 44 Progress Report – Information Only (Page 8)

9. New Business

RESOLUTION 2339 – FREE BOARDINGS ON CAPITAL REGION FIXED ROUTE
IN SUPPORT OF NATIONAL NIGHT OUT (Page 9)

RESOLUTION 2340 – APPROVING A LEASE AGREEMENT WITH CUMBERLAND COUNTY
FOR PROPERTY LOCATED AT 1601 RITNER HIGHWAY (Pages 10–17)

RESOLUTION 2341 – AMENDING RESOLUTION 2333 FOR A CONSTRUCTION
CONTRACT WITH PIONEER POLE BUILDINGS, INC. (Page 18)

RESOLUTION 2342 - EXECUTING ROOFING REPLACEMENT CONTRACT WITH EQUITY
ROOFING LLC (Page 19-20)

RESOLUTION 2343 - RENEWAL OF AGREEMENT WITH SHIPPENSBURG UNIVERSITY, SHIPPENSBURG UNIVERSITY STUDENT SERVICES, AND SUSQUEHANNA REGIONAL TRANSPORTATION AUTHORITY (Page 21)

RESOLUTION 2344 - APPROVAL TO PROCEED WITH TITLE VI MAJOR SERVICE CHANGE PROCESS FOR SHIPPENSBURG FIXED ROUTE SERVICE (Pages 22-23)

I-83 South Bridge (Harrisburg, PA) Multimodal Project Discretionary Grant Application Letter of Support (Page 24) Information Only

10. Future Procurements (Page 25)

11. Staff Report

12. Executive Session

13. Adjournment

Next Meeting: Thursday, August 24, 2023, 415 N. Zarfoss Dr. York
10:00 am – SRTA Board Meeting

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SUSQUEHANNA REGIONAL TRANSPORTATION AUTHORITY

MINUTES OF SRTA BOARD MEETING

June 22, 2023

Present were board members: LaToya Bellamy, Eric Bugaile, Rich Carson, Jason Graves, Carrie Gray, Richard Kotz, Keith Martin, Raymond Rosen, Kirk Stoner, Tom Wilson

Guests and Administrative Staff Members present were Solicitor Jill Nagy, Stephen Baldwin, Jonathan Brouse, Darwin Craul, Richard Farr, Bev Hockenberry, David Juba, Donna Lattimore, Jamie Leonard, Eric Maguire, Trevor Manahan, Cory Matthews, Jenna Reedy, Sherry Welsh and Christopher Zdanis.

CALL TO ORDER

The June Board meeting of the Susquehanna Regional Transportation Authority was called to order by Chairman Raymond Rosen at 10:00 AM.

CHANGES OR MODIFICATIONS TO THE AGENDA

There were no changes or modifications to the agenda.

PUBLIC COMMENT

A letter was received and dated yesterday, June 21, 2023, from the Amalgamated Transit Union 1436, Fixed Route and Maintenance Divisions, expressing concern that Executive Director has not been attending all 2nd level grievance hearings.

APPROVAL OF MINUTES

Motion to approve the May 25, 2023 meeting minutes was raised by Kirk Stoner, seconded by Tom Wilson, and passed unanimously.

COMMUNICATIONS

Richard Farr introduced new Board Member, Jason Graves, representing the City of Harrisburg.

YAMPO TRANSIT COMMITTEE

There was no YAMPO Transit Committee business.

TREASURER'S REPORT

Stephen Baldwin presented details on the May 2023 Financial Statement and Statistical Notes. Stephen Baldwin noted the following highlights from the report:

- RIDERSHIP: Year to date comparisons to the prior year and to pre-covid levels are as follows:
 - Fixed Route ran 19% above last year and at 65% of pre-covid ridership.

SRTA
SUSQUEHANNA REGIONAL TRANSPORTATION AUTHORITY

- Paratransit was 15% above the previous year and 81% of pre-covid ridership levels.
- Commuter Express was 12% above last year (YTD) but only 33% of pre-covid levels.
- Microtransit's ridership was 266% of the same time last year.

- **REVENUE:** Year to Date Grant and Contract Income is below budget by \$5.9 million because less subsidy was required than the budget anticipated.
- **EXPENSES:** Year to Date Total Expenses are \$4.7 million or 8% lower than budgeted.
- Unfilled positions are down five (5) from May and twenty-one (21) from March falling to a total of fifty-two (52) or 8% of approved positions.
- **RESERVES:** Reserves are currently at goal. As of May 31, SRTA had 155 days of cash on hand. Cash received in June, however, increased the cash on hand to be consistent with the goal of the Authority to maintain 180 days of cash on average.
- **LINE OF CREDIT:** There are no draws on the organization's line of credit.
- **CAPITAL EXPENDITURES (over \$50,000)**
 - \$872,874 Paratransit Vehicles
 - \$193,347 Transfer Center/Cameron Street Bus shelter project
- **FEATURED INFORMATION**

With the Board's approval and support, the maintenance department recently purchased and installed new maintenance software and added the position of Permanent Maintenance Analyst to focus on improving the newly consolidated department's efficiency. The creation of actionable, visual friendly reporting is an early step in that planned process.
- Keith Martin announced that the auditors will be onsite June 29, as we are nearing the end of the fiscal year 2022-2023.

OLD BUSINESS

No old business.

RESOLUTIONS

RESOLUTION 2336 - ACCEPTANCE OF MAY 2023 TITLE VI SERVICE EQUITY ANALYSIS

Motion to approve was raised by Rich Carson, seconded by Kirk Stoner, and passed unanimously.

RESOLUTION 2337 - CONTRACT AWARD FOR ACCESS CONTROL AND VIDEO SURVEILLANCE - MIDDLETOWN TRAIN STATION AND ZARFOSS BUILDING

Motion to approve was raised by Eric Bugaile, seconded by Rich Carson, and passed unanimously.

RESOLUTION 2338 - AWARDING MAINTENANCE MANAGEMENT SOFTWARE CONTRACT FOR FUEL MANAGEMENT

Motion to approve was raised by Rich Carson, seconded by Kirk Stoner, and passed unanimously.

Richard Farr commented that the information Stephen Baldwin was discussing in his report was a new feature. This is the software he was referencing. This will perform pre/post trips electronically, giving information to the mechanics immediately.

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FUTURE PROCUREMENTS

The list of procurement projects was reviewed.

STAFF REPORT

The following staff updates were presented by Richard Farr. Updates included:

- Gettysburg Development Center upgrade update.
- Senator John Fetterman's staff will visit the Harrisburg facility on June 28.
- Hosting a legislative summit after the July 27 Board Meeting in the Harrisburg Board Room.
- Richard Farr presented at a CREDC meeting on the future of public transportation in the Capital Region.

Kirk Stoner announced that there is currently a project underway to widen the Norfolk Southern track. Lemoyne Boro discussed access to the CDH Bridge.

ADJOURNMENT

The next scheduled Board of Directors meeting will take place on July 27, 2023, at 10:00 AM at 901 North Cameron Street, Harrisburg

The meeting adjourned at 11:52 AM.

Respectfully Submitted,



Richard Kotz
Secretary

Major Harrisburg commuter bridge to undergo \$113M rehab project



Updated: 5:00 PM EDT Jul 12, 2023

[Tom Lehman](#)

[Reporter](#)

HARRISBURG, Pa. —

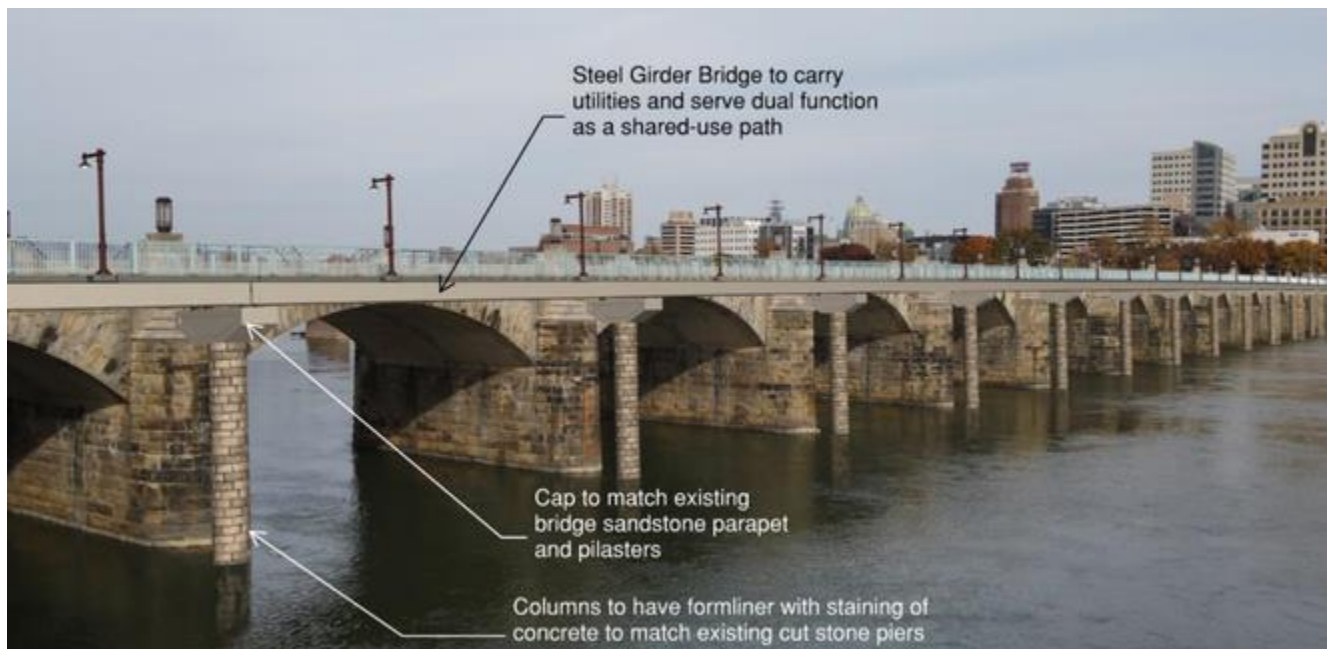
A major rehab project for the Market Street Bridge that connects Harrisburg to the West Shore will see a potential companion bridge alongside it, providing a new means to run utility lines across the Susquehanna River and giving bicyclists and pedestrians a safer way to cross over.

PennDOT said the \$113 million plan includes a "utility bridge" that will run alongside the decades-old structure that is bisected by City Island. The project is not expected to break ground until 2025 but PennDOT said moving the utility lines underneath the existing bridge deck to a separate structure will make maintenance more convenient and reduce the project's completion time by several years.

Advertisement

"The length of time it would take to do that work in conjunction with the project itself was going to add a lot of time to the traffic impacts and the amount of work that was done on the Market Street Bridge," said David Thompson, a spokesman for PennDOT District 8.

The plan has changed from what was proposed a year ago to include a pedestrian and bicyclist path on the surface of the utility bridge, offering people a way to cross the Susquehanna River during construction and away from motor vehicles.



Submitted, PennDOT

A rendering of the proposed utility bridge along the Market Street Bridge in Harrisburg.

PennDOT also seeks to remove one sidewalk and use the space to widen the sidewalk on the other side of the bridge and add shoulder space alongside traffic lanes.



The Market Street Bridge in Harrisburg.

But with the cost of the project nearly doubling since its first iteration without the utility bridge, some have questioned whether PennDOT should be considering other alternatives.

Jonathan Dunkleberger, a local bicycling advocate and organizer of the HBG Bike Crew group, wondered why PennDOT hasn't pursued running the utilities across the Cumberland Valley Railroad Bridge, a structure that is largely unused aside from a section Amtrak utilizes to turn its trains.

Additionally, Dunkleberger suggested Amtrak could simply reduce the number of lanes on the Market Street Bridge for motor vehicles, potentially creating two lanes of one-way traffic that would be augmented by a third lane that could be reversed to accommodate rush-hour traffic.

"The additional lane worth of space you gain by eliminating that fourth lane you could use for protected bike lanes, and you get to maintain the sidewalks," he said.

Thompson said neither alternative is being considered by PennDOT at this time, noting that the Cumberland Valley Railroad Bridge idea was eliminated early on in the planning process.

PennDOT is accepting public comment on the Market Street Bridge proposal through July 18.

CPTA Act 44 Transit Performance Review Action Plan - July 2023

Actions to Increase Passengers / Revenue Hour	CPTA Action Plan	Progress Report Update(s)
1. Assess alternative transportation options for southern York County as part of the next TDP update.	CPTA anticipates a TDP update in 2022. Based on the outcome of the TDP update, rabbittransit will prepare a pilot funding application that will be submitted to PennDOT should opportunities be identified.	SRTA continues to work towards completion of the TDP data collection and analysis for Q3 2023 with the final report targeting March 2024.
2. Continue to work with municipalities experiencing population growth and new commercial development to include a CPTA review of proposed site development plans.	CPTA is heavily engaged in local and regional planning organizations and has recently been a working member of PPTA's "Build a Better Bus Stop" Project which worked to prepare transit oriented development language for agencies to revise and tailor to their regional needs. Further, CPTA seeks to continue efforts to find third-party funding partners as state and federal resources don't allow for adequate source expansions.	Ongoing. SRTA has been in contact with several development groups in the York and Dauphin service areas within the last few months related to transit feedback and consideration is site plans. SRTA has used these opportunities to encourage multimodal connectivity, transit-oriented development, and "build a better bus stop" principles in associated designs.
Actions to Increase Operating Revenue / Revenue Hour	CPTA Action Plan	Progress Report Update(s)
1. Continue to monitor its fixed-route farebox recovery and maintain a satisfactory fare recovery level.	CPTA does maintain and monitor farebox recovery and will evaluate a potential change in fare and farebox collection policy. Special consideration will need to be given for pandemic / post-pandemic consumer needs and ability to pay. It is worth noting that this element may see significant updates with the coordination of CAT and rabbittransit services.	No significant changes or updates since previous reporting.
Actions to Contain Operating Costs / Revenue Hour	CPTA Action Plan	Progress Report Update(s)
1. Develop a more detailed strategic IT plan that defines desired IT specifications, interdepartmental information flow, and an investment plan.	CPTA requests assistance from PennDOT in the providing of templates, a framework, or technical expertise in the development of such a plan with consideration given to the coordination of CAT and rabbittransit services in terms of timeline factors.	A strategic plan is in place and is a living document that we have and adhere to. We are always making changes to the plan as our technology within the organization evolves.
2. Update its cost allocation plan to equitably assign costs across divisions, including other service lines like non-public transportation, CAT management, and 4Ride.	The authority will evaluate this recommendation, but has not identified any compelling reasons that the current model is not effective. CPTA's current model does allocate costs across divisions, including non-public transportation, but does not for fee for non-direct transportation services under an agreement such as the CAT management and 4Ride agreements CPTA would request PennDOT to provide expanded guidance to direct efforts.	No significant changes or updates since previous reporting.
3. Develop standards and monitor mechanic efficiency for routine tasks.	Preliminarily anticipate deployment of new maintenance software in early 2022. CPTA is in the process of drafting a procurement for a new maintenance software. Further, CPTA will identify in the required scope of work or functionality evaluation the capability of the system to meet monitoring and reporting needs.	No significant changes or updates since previous reporting.
Other Actions to Improve Overall Performance	CPTA Action Plan	Progress Report Update(s)
1. Implement a formal capital planning process agency-wide that it can use to identify and prioritize CPTA's short and long-term capital needs.	Preliminarily anticipate deployment in FY2021-2022 planning cycle. The authority does have a formal capital planning process in place, but recognizes the reviewer recommendation to expand this with CAT services in mind.	No significant changes or updates since previous reporting.

RESOLUTION 2339

**FREE BOARDINGS ON CAPITAL REGION FIXED ROUTE
IN SUPPORT OF NATIONAL NIGHT OUT**

WHEREAS, the Susquehanna Regional Transportation Authority (SRTA) has partnered with the City of Harrisburg as a local funding partner; and,

WHEREAS, the Harrisburg Bureau of Police in connection with the City of Harrisburg is coordinating special activities in association with the National Night Out event on Tuesday, August 1, 2023; and,

WHEREAS, National Night Out is an annual community-building campaign that promotes police-community partnerships and neighborhood camaraderie; and,

WHEREAS, SRTA will provide free boardings on fixed route in the Capital Region between 5:00PM through 8:30PM for all routes on August 1 to allow members of the community to connect with National Night Out activities; and,

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Susquehanna Regional Transportation Authority that it authorizes free boardings on fixed route in the Capital Region on Tuesday, August 1 between 5:00PM through 8:30PM.

CERTIFICATION OF OFFICERS

OF

SUSQUEHANNA REGIONAL TRANSPORTATION AUTHORITY

I certify that the foregoing is a sound and true copy of a Resolution adopted at a legally convened meeting of the Susquehanna Regional Transportation Authority Board Members held on July 27, 2023.

attest: _____
Richard Kotz
Secretary

Raymond Rosen
Chairman

RESOLUTION 2340

**APPROVING A LEASE AGREEMENT WITH CUMBERLAND COUNTY FOR
PROPERTY LOCATED AT 1601 RITNER HIGHWAY**

WHEREAS, Susquehanna Regional Transportation Authority (SRTA) is a municipal authority engaged in the activity of providing public transit services within the Counties of Adams, Cumberland, Columbia, Dauphin, Franklin, Montour, Northumberland, Perry, Snyder, Union and York; and,

WHEREAS, SRTA has a need to expand its transit facility capacity for its depot located at 1601 Ritner Highway, Carlisle; and,

WHEREAS, PennDOT has provided funding to support the construction of a new facility on Ritner Highway; and,

WHEREAS, Cumberland County has agreed to offer county land to construct said facility and provide local match support for the new facility; and,

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors that it approves the lease agreement with Cumberland County for a term of 40 years and for the cost of \$1.00.

CERTIFICATION OF OFFICERS

OF

SUSQUEHANNA REGIONAL TRANSPORTATION AUTHORITY

I certify that the foregoing is a sound and true copy of a Resolution adopted at a legally convened meeting of the Susquehanna Regional Transportation Authority Board Members held on July 27, 2023.

Attest: _____
Richard Kotz, Secretary

Raymond Rosen, Chairman

FACT SHEET:

LEASE

THIS AGREEMENT, made this _____ day of _____ 2023, by and between the Cumberland County Board of Commissioners (hereinafter "County")

AND

Susquehanna Regional Transportation Authority, an authority created under the laws of the Commonwealth of Pennsylvania, (hereinafter "SRTA").

WHEREAS, the County is the owner of a certain parcel of real estate located at 1601 Ritner Highway, Carlisle, Cumberland County, Pennsylvania, identified as tax parcel No. 50-08-0579-014DEX (the "Property") as more fully described as Exhibit "A" which is attached hereto and made a part hereof; and

WHEREAS, SRTA is engaged in public transportation in Cumberland County and is desirous of improving and constructing operations facilities, a bus wash facilities and parking spaces for vehicular/bus storage (collectively the "Transportation Center") on a portion of the Property of the County, depicted on Exhibit "A".

WHEREAS, the SRTA will construct the Transportation Center in a portion of the Property depicted on Exhibit "A". The Transportation Center will include operations offices, bus parking facilities and a bus wash consistent with specifications to be agreed upon by the County and SRTA and more fully described on the concept plan attached hereto as Exhibit "B".

WHEREAS, this agreement shall also include provisions for ingress and egress to the Transportation Center, lease terms and terms for maintenance of the Transportation Center on the Property, which Property shall remain in the ownership of the County.

NOW, THEREFORE, THE PARTIES HERETO, INTENDING TO BE LEGALLY BOUND, DO COVENANT AND AGREE AS FOLLOWS:

1. The above recitals are hereby incorporated into and made a part of this Lease.

2. County does hereby agree to lease unto SRTA for the maintenance and operation of the Transportation Center and related uses as more fully outlined below, a certain portion of the Property depicted on Exhibit "A" owned by County, consisting of approximately 46,400 square feet as more fully shown on the Plan of the Transportation Center, which is attached hereto and made a part hereof, and referred to as Exhibit "C" (the "Leased Premises"). County and SRTA have entered into this Lease for the purpose of having the Leased Premises serve as SRTA's administrative center for efficient transportation service in Cumberland County. The Leased Premises shall be available for transit purposes for the entire term of this Lease. The Leased Premises shall also include the access area through the County's Property as a License for ingress and egress for SRTA's vehicles as well as parking for the public and SRTA's employees and shall be restricted to the area set forth on Exhibit "C".

3. The term of this Lease shall be for forty (40) years from the Commencement Date. The "Commencement Date" shall be the date of the issuance of a Certificate of Occupancy for the Transportation Center. The parties agree to execute and have recorded a memorandum of lease on or before the Commencement Date. The parties acknowledge and agree that all improvements constructed by SRTA on the Property shall be and remain part of the Property but owned by SRTA, subject to the obligations of SRTA as described in this Lease. Before the end of the 40-year term of this Lease, the parties shall address in writing the ownership of the improvements constituting the Transportation Center and the continued lease of the Leased Premises by SRTA.

4. SRTA agrees to lease the Leased Premises and further agrees to pay to the County, in addition to other related charges referenced below, rent for the Leased Premises for the term set forth in Paragraph 3. Payment shall be in the amount of \$1.00.

In addition to the lease rental payment set forth in this Paragraph, SRTA shall also pay water, sewer, electric, real estate taxes, if applicable, and all other utility charges for the Leased Premises. SRTA shall be responsible for maintenance of the Leased Premises, to include the Transportation Center, throughout the term of this Lease. For purposes of this Lease, the maintenance of the Lease Premises shall mean and consist of SRTA performing or paying for maintenance, repair and painting of all portions of the Transportation Center, all structural features, roofs, walls, support structures, framing, doors, windows and all other components, parts and fixtures, electric and electrical systems, HVHC systems, water and sewer laterals and plumbing servicing all or part of the operations facility, bus washing facility, bus barn and the area of the Leased Premises providing ingress and egress to and from the Transportation Center and shall including patching, paving, repaving, sealing and parking space location line painting. Maintenance by SRTA shall also include keeping the Leased Premises free of waste and debris, maintaining and mowing lawns located on the Leased Premises and removing ice and snow from the Leased Premises. Funding for the development of the Leased Premises is expected to be received from grants for Federal Assistance submitted by SRTA to the U.S. Department of Transportation, Federal Transit Administration (FTA) and/or to the Pennsylvania Department of Transportation. The lease and construction of the proposed improvements is contingent upon receipt of availability and final approval of such grants. The County and SRTA agree to be bound by all the terms, conditions, rules and regulations of the grant for Federal Assistance or Commonwealth Assistance, including but not limited to covenants for the useful life of the Property and appurtenant facilities.

5. The County and SRTA intend that the SRTA shall develop, in accordance with specifications approved by County, at SRTA's expense, the Leased Premises into a Transportation Center. The County and SRTA agree that SRTA may sublease any part or all of the Leased Premises under the terms acceptable to SRTA, but any sublease must be without consideration paid to SRTA, and only after prior approval by County,

which approval shall not be unreasonable refused, conditioned or delayed. Any sublease by SRTA shall not discharge any of the obligations of SRTA to the County.

6. Plans for any improvements to the Leased Premises shall be developed in cooperation with the parties and shall be subject to written approval by County before work commences. All bid documents for construction of the improvements shall be prepared for and at the expense of SRTA and shall be subject to review and approval of County prior to bidding. The County will have 10 days to review the bid documents. All bid documents shall be in compliance with the Federal Transit Administration Procurement requirements relating to procurement of goods, materials and labor, or the Department of Transportation if mandated by grant requirements. The exterior design of the buildings of the Transportation Center and all exterior paint colors shall be subject to the prior written approval of the County to ensure compatibility with the other County buildings on the Property. In addition, all landscape plantings on the Leased Premises shall at all times be subject to the prior written approval of the County.

All work shall conform to all municipal ordinances, codes, state statutes and any and all other rules, laws and regulations. Upon completion of the improvements, SRTA shall own the improvements subject to the County's rights under the terms of this Lease and the applicable provisions of the Grant for Federal Assistance and/or State Assistance, which requires, among other things, that the improvements be used for transportation purposes. SRTA shall be bound by and shall comply with all requirements of the Americans with Disabilities Act and all other codes, laws, statutes and regulations in the installation of equipment and furnishings and operation of the Transportation Center.

7. SRTA, at its own expense, will perform maintenance of the Leased Premises as noted in Paragraph 4. If SRTA fails or refuses to maintain the Leased Premises in accordance with Paragraph 4 or causes a visual blight to the property, the County, after 72 hours written notice of the violation to SRTA, may undertake and complete said maintenance and/or cleaning and may charge SRTA for the costs for such work plus an administrative fee of 15% of the cost which shall be paid by SRTA.

8. SRTA shall be obligated for the full cost of all capital improvements or replacement repairs to the Leased Premises during the term of this Lease, for which the County shall be responsible for a local match. SRTA agrees that at the expiration of the Lease the improvements to the Leased Premises will be in good condition because of the investments undertaken pursuant to the terms of this Paragraph. Any capital improvements desired by SRTA after construction of the Transportation Center shall be subject to the prior written approval of the County.

9. The County agrees to keep its Property in properly maintained condition and shall not cause the blocking of ingress and egress to the Transportation Center.

10. SRTA shall do all that is reasonably necessary and prudent within its control to maintain and contribute to the character of the surrounding neighborhood so as to minimize any adverse impact its operation may have on the surrounding neighbors and neighborhood. The County and SRTA understand and agree that the Leased Premises shall be utilized by SRTA and/or its sublessees in part as a Transportation Center which may necessitate customer service functions, bus maintenance functions and other duties attendant to such facility. The lawful use of the Leased Premises for these purposes shall not be deemed in any way or be construed to be a violation of the terms of this paragraph.

11. The County shall remove snow from and maintain the walkways, sidewalks, and parking areas surrounding and used by County Departments that are not related to SRTA's Leased Premises. SRTA shall remove snow and ice from the Leased Premises as noted in Paragraph 4. Each party shall indemnify and hold harmless the other from any and all claims or losses alleged or sustained as a result of any delay or failure to remove or plow snow on areas of its responsibility under this Paragraph.

12. SRTA shall release, quitclaim, discharge, indemnify, defend and hold harmless the County its officers, elected officials, appointees, directors, employees, agents, successors and assigns from and against any and all loss, liability, including environmental, damages, demands, claims, suits, fines, penalties or causes

of action whatsoever, caused by, resulting from, or in any way related to the presence of SRTA, its contractors or assigns on the County's property, including resolving any environmental problems, without expense to the County, to the satisfaction of all appropriate local, state and federal governmental entities.

13. To the extent applicable, the County shall release, quitclaim, discharge, indemnify and defend and hold harmless the SRTA its officers, directors, employees, agents, successors and assigns from and against any and all loss, liability, including environmental, damages, demands, claims, suits, fines, penalties or causes of action whatsoever, caused by, resulting from, or in any way related to the actions and omissions of the County, its contractors or assigns on the Leased Premises

14. SRTA may, at its expense, install a sign(s) to identify its Leased Premises. The size, type and location of the sign must have prior approval of the County, which shall not be unreasonably withheld, and must comply with any applicable municipal codes and ordinances.

15. This Lease may be assigned in whole or in part without prior written consent of the County. In the event of any assignment, SRTA shall not be discharged from its liability under this Lease unless expressly agreed upon by the County.

16. SRTA shall maintain or cause to be maintained in force during the term of the Lease at its own cost and expense comprehensive general liability insurance in an amount not less than \$1,000,000.00 per occurrence and \$3,000,000 in the aggregate, naming the County as an additional insured. SRTA shall also maintain fire and extended insurance coverage in sufficient amounts protecting the Transportation Center improvements constructed on the Leased Premises and the interest of the County, with the County being noted an additional insured on all such insurance.

17. The County during the term of the Lease and any extension shall be permitted to use the bus wash for its buses and other County vehicles.

18. This Lease contains the entire agreement of the parties and no representations, promises or agreements, oral or otherwise, between the parties not contained in this Lease shall be of any force and effect. Neither this Lease nor any provision hereof maybe changed, waived, discharged or terminated except in writing executed by the County and the SRTA.

19. This Agreement may be recorded in the Office of the Recorder of Deeds in and for Cumberland County, and such recording shall confirm any and all federal or state grant requirements and/or covenants associated with the construction of the Transportation Center.

20. The County and SRTA will not discriminate against any employee or applicant for employment or user of the Leased Premises because of race, color, religion, age, sex, national origin, handicap or sexual preference. The County and SRTA will take affirmative action to ensure that applicants and employees are treated fairly during employment without regard to race, color, religion, age, sex, national origin, or handicap. Such action shall include, but not be limited to the following: employment, upgrading; demotion or transfer, recruitment, or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

21. This Lease shall be binding on the parties hereto, their heirs, successors and assigns.

IN WITNESS WHEREOF, the parties hereto have executed and sealed this Agreement the day and year first above written.

RESOLUTION NO. 2341
AMENDING RESOLUTION 2333 FOR A CONSTRUCTION CONTRACT
WITH PIONEER POLE BUILDINGS, INC.

WHEREAS, the Susquehanna Regional Transportation Authority (SRTA) Board of Directors approved Resolution 2333 which authorized the issue of a purchase order to Pioneer Pole Buildings, Inc. in the amount of Two-million, six-hundred, twenty-eight thousand, three-hundred, seventy-nine Dollars, and Zero Cents (\$2,628,379.00); and,

WHEREAS, the original communicated cost did not include necessary building features, an engineer's review noted the unfulfilled requirements, and a new cost was developed; and,

WHEREAS, the new building cost has been determined to represent the total cost to supply the building shells and provide for their assembly; and,

WHEREAS, the final, quoted cost for the manufacture, supply, delivery, and erection is Three-million, ninety-seven, three-hundred, fifty Dollars and Zero Cents, (\$3,097,350.00); and,

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Susquehanna Regional Transportation Authority to authorize the issuance of a Purchase Order to Pioneer Pole Buildings, Inc. in the amount of Three-million, ninety-seven, three-hundred, fifty Dollars and Zero Cents, (\$3,097,350.00).

CERTIFICATION OF OFFICERS
OF
SUSQUEHANNA REGIONAL TRANSPORTATION AUTHORITY

I certify that the foregoing is a sound and true copy of a resolution adopted at a legally convened meeting of the Susquehanna Regional Transportation Authority Board Members held on July 27, 2023.

Attest:

Richard Kotz
Secretary

Raymond Rosen
Chairman

RESOLUTION NO. 2342

**EXECUTING ROOFING REPLACEMENT CONTRACT WITH EQUITY
ROOFING LLC**

WHEREAS, the Susquehanna Regional Transportation Authority (SRTA) has a need to replace the roof on the Northumberland Maintenance building as it is leaking and has reached the end of life; and,

WHEREAS, an Invitation for Bids (IFB) was determined to be the best method to obtain a qualified contractor to perform roofing material removal and replacement; and,

WHEREAS, an IFB was developed and advertised according to Federal, state, and SRTA procurement criteria and was released on May 26, 2023; and,

WHEREAS, three bids were received with one determined non-responsive since the bid form lacked specific vendor information relative to replacement roofing material and schedule and was also the most costly proposal; and,

WHEREAS, Equity Roofing LLC provided the least-costly and responsive bid, which was Twenty-seven percent (27%) greater than the ICE average cost, but Thirty-two percent (32%) less than the ICE predicted high, and therefore was determined to be a fair and reasonable cost, making good use of public funding when compared to the remaining, responsive bid; and,

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Susquehanna Regional Transportation Authority to award a contract to Equity Roofing LLC for the removal of the failed roofing material, supply of replacement material, and required installation with a not to exceed value of Eighty-three thousand, one-hundred, sixty-four Dollars and Zero Cents (\$83,164.00)

CERTIFICATION OF OFFICERS

OF

SUSQUEHANNA REGIONAL TRANSPORTATION AUTHORITY

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Attest:

Richard Kotz
Secretary

Raymond Rosen
Chairman

RESOLUTION NO. 2342
EXECUTING ROOFING REPLACEMENT CONTRACT WITH EQUITY
ROOFING LLC

FACT SHEET

- The age of the facility roof is unknown, but appears to be more than twenty (20) years old based on roofing professional assessments.
- Initially it was believed that there were two layers of rubber roofing material.
- During the pre-bid meeting one of the possible bidders noted an area around a roof drain that may indicate a third roofing layer of coal tar or asphalt roofing material.
- Bid Tabulation

Roofing Scenario	Equity	Vertex	Detweiler
Base Bid 2 Layers EPDM	\$ 78,688.00	\$ 135,900.00	\$ 206,496.00
2 Layers EPDM Possible Coal Tar Layer	\$ 83,164.00	\$ 153,400.00	\$ 227,880.00
2 Layers EPDM Possible Asphalt Layer	\$ 83,132.00	\$ 153,400.00	Did not bid

Pricing Includes estimated decking layer replacement

Equity predicts replacing 350 of 7,000 square feet.

Vertex predicts replacing 40 of 8,000 square feet.

Detweiler predicts replacing 108 of 7,200 square feet.

Bidders were required to provide their own roof measurement.

Previous roofing professional involvement provided a measurement of 7,000 square feet.

RESOLUTION 2343

**RENEWAL OF AGREEMENT WITH SHIPPENSBURG UNIVERSITY, SHIPPENSBURG
UNIVERSITY STUDENT SERVICES, AND SUSQUEHANNA REGIONAL
TRANSPORTATION AUTHORITY**

WHEREAS, Susquehanna Regional Transportation Authority wishes to maintain the working agreement with Shippensburg University and the University's Student Services for the Raider Regional Transit (RRT) bus service on and around the University Campus; and,

WHEREAS, the service will operate 52 weeks a year not to exceed 3,500 hours of service; and,

WHEREAS, the public fare for this service is \$1.30 per boarding and free for all Shippensburg University ID cards; and,

WHEREAS, the University will provide up to \$17,500 per year and the Student Service will pay four payments of \$22,500 for a total of \$90,000 for the 2023-2024 academic year.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors that the Executive Director be authorized to execute the Shippensburg Raider Regional Transit agreement for the period of September 1, 2023 to August 31, 2024.

CERTIFICATION OF OFFICERS

OF

SUSQUEHANNA REGIONAL TRANSPORTATION AUTHORITY

I certify that the foregoing is a sound and true copy of a resolution adopted at a legally convened meeting of the Susquehanna Regional Transportation Authority Board Members held on July 27, 2023.

attest: _____

Richard Kotz
Secretary

Raymond Rosen
Chairman

RESOLUTION 2344

APPROVAL TO PROCEED WITH TITLE VI MAJOR SERVICE CHANGE PROCESS FOR SHIPPENSBURG FIXED ROUTE SERVICE

WHEREAS, Susquehanna Regional Transportation Authority (SRTA) is a recipient of federal funding primarily from the Federal Transit Administration (FTA); and

WHEREAS, consistent with Title VI of the Civil Rights Act of 1964 and guidance per FTA’s Circular 4702.1B, SRTA is committed to:

- Providing services without regard to race, color, or national origin,
- Promoting the full and fair participation of affected populations in transit decision making,
- Preventing denial, reduction, or delay in benefits related to programs and activities that benefit minority or low-income populations, and

WHEREAS, SRTA has undergone coordination with Shippensburg University and Shippensburg University Student Services, identifying a need to reduce service based on budget. In that conversation, The White Route would be discontinued due to poor performance and lack of financial feasibility without the supporting funds; and

WHEREAS, in accordance with their appropriate Title VI plans, SRTA anticipates a major service change threshold to be triggered on one or more of the following grounds based on preliminary analysis:

- Reduction of 25% or more in the route miles traveled on a regularly scheduled service.
- Establishing a new transit route.
- Discontinuing any transit route in its entirety, and

WHEREAS, in accordance with FTA’s Title VI requirements, SRTA is required to conduct a service equity analysis when any major service change threshold is met; and

NOW THEREFORE BE IT RESOLVED by the Board of Directors of the Susquehanna Regional Transportation Authority that, in accordance with Title VI of the Civil Rights Act of 1964, and associated SRTA Title VI Program, the agency may proceed with the major service change process.

CERTIFICATION OF OFFICERS

OF

SUSQUEHANNA REGIONAL TRANSPORTATION AUTHORITY

I certify that the foregoing is a sound and true copy of a resolution adopted at a legally convened meeting of the Susquehanna Regional Transportation Authority Board Members held on July 27, 2023.

attest: _____

Richard Kotz, Secretary

Raymond Rosen, Chairman

RESOLUTION NO. 2344

APPROVAL TO PROCEED WITH TITLE VI MAJOR SERVICE CHANGE PROCESS FOR SHIPPENSBURG FIXED ROUTE SERVICE

Fact Sheet:

- SRTA has operated the Shippensburg Regional Raider Transportation (RRT) through a funding agreement with Shippensburg University and Shippensburg University Student Services. They provide a substantial contribution to required operational funding.
- The Shippensburg University Student Services team identified that they had a significant budget gap and would be unable to financially support the operation of the service at the same level for the upcoming agreement term.
- In coordination with the two groups, SRTA staff evaluated operations and reviewed opportunities to align services with the available funding. It became clear that the RRT White Line, operated on Saturday, was significantly underperforming compared to peer routes and the overall system.
- Through ongoing discussions, it became apparent that the replacement of the RRT White with a reduced version of service similar to weekdays would likely provide a more economic and community-beneficial design.
- SRTA anticipates analyzing several factors, including but not limited to:
 - Available resources in terms of operators and vehicles to support both service needs.
 - Route Ridership and Automatic Passenger counter (APC) activities to aggregate ridership needs and identify travel patterns.
 - Route financial viability without the contract agreement's support.
 - Census and demographic analysis, with specific emphasis on consideration of minority and low income populations.
 - Evaluate the potential for adverse impact on minority and low income populations and any potential mitigation opportunities.
- Depending on the findings of the analysis leading into the major service change process, public hearings and meetings will be held based on the proposed changes. Any final decision will rest on the approval of the Board at a future point.



Susquehanna Regional Transportation Authority

*Serving Adams, Columbia, Cumberland, Dauphin, Franklin
Harrisburg City, Montour, Northumberland, Perry, Snyder, Union and York*

July 27, 2023

The Honorable Pete Buttigieg
Secretary, U.S. Department of Transportation
1200 New Jersey Avenue, S.E.
Washington, DC 20590

Re: I-83 South Bridge (Harrisburg, PA) Multimodal Project Discretionary Grant Application

Dear Secretary Buttigieg:

This letter is to express our strong support for PennDOT's grant application to replace the John Harris Memorial (South) Bridge, which carries Interstate 83 over the Susquehanna River in Harrisburg, Pennsylvania. The replacement of the bridge is PennDOT's top priority. It is also one of the top infrastructure concerns for the Transit Authority.

Interstate 83, connecting Harrisburg and Baltimore, serves major facilities at either end including the Norfolk Southern intermodal facilities, Harrisburg International Airport, and the Port of Baltimore. The entire multimodal system for moving people and goods relies on the I-83 South Bridge, which carries approximately 125,000 vehicles, including our buses, over the Susquehanna River daily. The bridge is a lifeline that supports the economic well-being of the Pennsylvania capital region and neighboring regions.

Specifically for rabbittransit, the South Bridge is the connection for our riders. Many of our riders use our services to get to work, medical appointments and numerous other quality of life trip purposes. Without this bridge connection travel times will be longer, there will be less frequent service and many will struggle to keep their jobs. As Pennsylvania is the Keystone State, this bridge is the keystone of the region. It simply is the backbone of our transportation network.

The South Bridge has deteriorated to poor condition, and its functional limitations create a bottleneck on this busy Interstate corridor on the National Highway Freight Network. The bridge must be replaced and improved in as timely a manner as possible to avoid lane closures and weight restrictions (overweight permit loads have already been restricted).

PennDOT has demonstrated tremendous stewardship in its previous attempts to fund this project over the past several years. The I-83 South Bridge cannot advance without the requested federal grant funding. Provision of the MPDG grant will powerfully demonstrate how the federal-state partnership delivers regional and national benefits. Please have your staff contact me for any additional information that I may provide to demonstrate the overwhelming need and benefit for the South Bridge replacement to ensure mobility for people and freight within and through the region for decades.

rabbittransit thanks you for your consideration of this incredibly important grant request and your commitment to our nation's critical transportation system.

Very Truly Yours,

Raymond Rosen
Chairman

Eric Bugalie
Vice-Chairman

Richard Farr
Executive Director

Current and Future Procurement Projects

Name	Type	Released	Questions Due	Bid/ Proposal Due	Contract Start	Value
20220311 - Fleet Management Software	RFP	8/8/2022	8/29/2022	9/19/2022	TBD	\$ 400,000.00
TASK ORDER - CAMERON STREET BUS SHELTER	Task Order					\$ 8,000.00
20220331 - Cameron Shelter	IFB	TBD				
20220428 - York Transfer Center Call Box	Small Quote	4/28/2022				\$ 12,000.00
20220826 - Fare Collection	TBD				TBD	\$ 1,400,000.00
20221019 - Dauphin Service Truck	Small Quote					\$ 120,000.00
20221115 - CRM Software	RFP	TBD				TBD
20221130 - Engine Coolant Recovery Machine	Small Quote					\$ 12,000.00
20230302 - Remote Site WiFi	RFP	5/19/2023	6/12/2023	6/26/2023	No Proposals	\$ 60,000.00
20230308 - MTS - Zarfoss Camera Installation	RFQ	3/24/2023	4/27/2023	5/11/2023	7/19/2023	\$ 116,000.00
20230310 - Dauphin Service Truck Lift Gate	Small Quote					TBD
20230313 - Systemwide Radio Upgrade	TBD					\$ 1,800,000.00
20230316 - Zarfoss Door Repairs	TBD					\$ 35,000.00
20230405 - Zarfoss Compressor	RFP					\$ 20,000.00
20230411 - Call Center Software	RFP	5/1/2023	6/1/2023	6/22/2023	9/1/2023	\$ 165,000.00
20230504 - System Wide Standing Desks	Small Quote					\$ 29,000.00
20230511 - PTASP Software	TBD					TBD
20230512 - Northumberland Roof Replacemen	RFQ	5/26/2023	6/29/2023	7/14/2023	8/23/2023	\$ 60,000.00
20230515 - Dauphin Security Additions	Cancelled					\$ 10,000.00
Task Order 4 - York Environmental Permitting	Contract					\$ 7,320.00
20230517 - York Boardroom Tech Upgrade	TBD					TBD
20230520 - Call Center Software Consulting	Sole Source					\$ 7,380.00
20230523 - York Cord Reels	TBD					\$ 4,500.00
20230524 - York Floor Care	Micro Purchase				6/6/2023	\$ 4,905.00
20230601 - Laptop - Thin Client Replacement	Small Quote				6/13/2023	\$ 28,128.00
20230602 - Zarfoss Shelving	Micro Purchase					\$ 1,667.65
20230603 - Headsets - Microphones	Micro Purchase					TBD
20230605 - Zarfoss Locker Room	Small Quote					\$ 10,200.00
20230606 - Disaster Recovery	Small Quote					\$ 33,300.00
20220606 - Zarfoss Water Line Retrofit CO 1 Wall Kickers	Change Order					\$ 4,260.00
20230609 - Lemoyne Bus Shelter	RFQ					\$ 45,000.00
20230614 - Headphones - Cameras	On Hold					TBD
20230616 - Locust Lane ADA Access	RFQ					\$ 60,000.00
In Process Total						\$ 4,148,000.00