

# SRTA

## SUSQUEHANNA REGIONAL TRANSPORTATION AUTHORITY

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**DATE:** April 28, 2022

**TIME:** 10:00 AM

**PLACE:** 415 North Zarfoss Drive, York, PA 17404

**PURPOSE:** APRIL 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 March 31, 2022 (Pages 3-5)
5. Communications
  - A. Adams County Community Foundation (Page 6)
  - B. Pennsylvania Department of Labor & Industry Office of Vocational Rehabilitation (Page 7)
6. YAMPO Transit Committee – No Business
7. Treasurer’s Report (Pages 8-13)
8. Resolutions
  - A. RESOLUTION 2214 – CONTRACT AWARD FOR AUDIT SERVICES (Pages 14-15)
  - B. RESOLUTION 2215 – APPROVING THE REVISING OF THE SUSQUEHANNA REGIONAL TRANSPORTATION AUTHORITY CODE OF CONDUCT (Pages 16-17)
  - C. RESOLUTION 2216 – CONTRACT AWARD FOR ENGINEERING SERVICES (Pages 18-19)
  - D. RESOLUTION 2217 – AUTHORIZATION TO PROCURE FIXED ROUTE CNG CUTAAWY VANS BY EXERCISING OUR OPTIONS ON THE CURRENT STATEWIDE CONTRACT (Page 20)
  - E. RESOLUTION 2218 – AUTHORIZATION TO PROCURE PARATRANSIT AND MICROTRANSIT ROLLING STOCK BY EXERCISING OUR OPTIONS ON THE CURRENT STATEWIDE CONTRACT (Page 21)
  - F. RESOLUTION 2219 – CONTRACT AWARD FOR BACKUP SERVER AND HOSTING SERVICES (Pages 22-23)

G. RESOLUTION 2220 – LOCAL TRANSPORTATION ORGANIZATION  
RESOLUTION CERTIFYING THE LOCAL MATCH FOR STATE OPERATING  
FINANCIAL ASSISTANCE (Page 24)

9. Old Business

10. New Business

11. Future Procurements (Page 25-26)

12. Staff Report

A. ACT 44 TRANSIT PERFORMANCE REVIEW ACTION PLAN – APRIL 2022  
(Pages 27-28)

B. SRTA Equal Employment Opportunity Presentation

C. Right of Way Agreement (Pages 29-32)

13. Adjournment

**Next Meeting:  
Thursday, May 26, 2022 in Carlisle  
Allen Road Building  
310 Allen Road, Carlisle, PA 17013**

**SRTA**  
**SUSQUEHANNA REGIONAL TRANSPORTATION AUTHORITY**  
**901 N. Cameron Street, Harrisburg, PA 17101**

**MINUTES OF SRTA BOARD MEETING**

March 31, 2022

Present were board members: Raymond Rosen, York County; Keith Martin, York County; Richard Kotz, City of Harrisburg; Eric Bugaile, Dauphin County; LaToya Winfield Bellamy, Dauphin County; Thomas Wilson, Adams County; Scott Wyland, Cumberland County; Kirk Stoner, Cumberland County; and Carrie Gray, Franklin County. Jill Nagy, Counsel, was also present.

Administrative Staff Members present were Richard Farr, Executive Director; Angela Bednar, Executive Assistant; Christopher Zdanis, Chief Operating Officer - Harrisburg; Jenna Reedy, Chief of Staff; David Juba, Planning Manager; Jamie Leonard, Chief Human Resources Officer; Stephen Baldwin, Chief Financial Officer; Brian Gillette, Controller; Eric Maguire, Grants and Procurement Manager; Trevor Manahan, Chief Operating Officer - York; Jonathan Brouse, Transit Planner; Abby Davis, Marketing Manager; Sherry Welsh, Senior Project Manager/rabbitcares Administrator; and Cory Matthews, IT Manager.

Donna Lattimore, a Fixed Route operator and members of the ATU Local 1436 and Anthony Maydwell of Vector Media were present.

CALL TO ORDER

The March Board meeting of the Susquehanna Regional Transportation Authority was called to order by Chairman Raymond Rosen at 10:02 AM.

CHANGES OR MODIFICATIONS TO THE AGENDA

No changes or modifications to the agenda.

PUBLIC COMMENT

No public comment.

APPROVAL OF MINUTES

Motion to approve the February 24, 2022, meeting minutes was raised by Richard Carson, seconded by Eric Bugaile, and passed unanimously.

COMMUNICATIONS

No communications.

YAMPO TRANSIT COMMITTEE

There is no YAMPO Transit Committee business.

**SRTA**  
**SUSQUEHANNA REGIONAL TRANSPORTATION AUTHORITY**  
**901 N. Cameron Street, Harrisburg, PA 17101**

TREASURER'S REPORT

Keith Martin presented the February 2022 Financial Statement and Statistical Notes. Keith Martin noted that he reviewed the previous month's expenses for both CDH & CPTA and noted no anomalies. Keith Martin deferred to Stephen Baldwin for highlights of the financial statement and statistical notes for February 2022:

- Ridership: Year to date ridership is encouraging as the level of ridership continues to improve compared to the same time last year. Fixed Route improved to a level which is 5% above last year, Paratransit is running at about 28% above the previous year and Commuter Express rose to 63% above last year. Microtransit saw excellent growth, especially with the newly established Microtransit in the North. Microtransit in the South year to date ridership is 38% above last year.
- Revenue: Year to date Operating revenue remains 12% or \$1.3 million higher than budget. Current period Operating revenues were 9% over budget.
- Expenses: Year to date total expenses are \$2.9 million or 8% better than budget. In the current period, total expenses are about \$150,000 or 3% higher than budget. As we enter into the final months of the fiscal year, it is anticipated that costs will continue to exceed budgeted levels as the Authority experiences high levels of inflation that is being seen across the country.
- Subsidy: Year to date the Authorities have been able to defer the use of \$4.3 million of budgeted subsidy grant funding for future use. In the current period, the Authority's utilization of subsidy materially matched the budgeted subsidy. Stephen Baldwin noted that in the upcoming months, we will discuss appropriate levels of reserves.
- Capital expenditures for the month of February included the Transfer Center Rehab, Generator Relocation, Paving around the CDH facility, and CDH Bus Barn Foundation.

Stephen Baldwin drew the Board's attention to the dashboard to conclude the Treasurer's report.

Eric Bugaile asked if a column can be added on the dashboard under operations which includes pre-pandemic figures.

Richard Farr noted that operational costs might be up in the upcoming months in Franklin County due to theft of catalytic converters from nearly all their fleet. Currently, the Authority is working with the county to identify properties which are behind a fence to add extra layers of protection. Theft of catalytic converters has also happened in the Northern counties as well as in Harrisburg.

RESOLUTIONS

RESOLUTION 2213 – APPROVING THE SUSQUEHANNA REGIONAL TRANSPORTATION AUTHORITY DEFERRED COMPENSATION PLAN (“457 PLAN”) TO INCLUDE A ROTH OPTION

Motion to approve was raised by Kirk Stoner, seconded by Richard Kotz, and passed unanimously.

**SRTA**  
**SUSQUEHANNA REGIONAL TRANSPORTATION AUTHORITY**  
**901 N. Cameron Street, Harrisburg, PA 17101**

OLD BUSINESS

No old business.

NEW BUSINESS

Richard Farr provided an update on the CAT Bridge noting that we recently received a right-of-way request from the firm who currently has fiber optics on the bridge. We made the firm aware of our desire to sell the bridge in the future and we cannot guarantee long-term use, but could negotiate year-to-year terms. Currently, conversations are taking place with Tri-County Regional Planning and Dauphin County for purchasing the bridge.

FUTURE PROCUREMENTS

Richard Farr presented a document which references all current and future procurement projects.

STAFF REPORT

Richard Farr presented the following staff updates:

- An update was provided on the new Microtransit service in the North. This service is doing exceptionally well and much better than anticipated.
- The Middletown Train Station equipment has been installed and we are on track to start collecting fees for parking on May 2.
- The ribbon cutting for the York King Street Station Transfer Center will take place on May 16 at 10:00 AM.
- Currently, we are hosting a series of zoom presentations for each location titled "The state of rabbit" as a means to update and engage the workforce.
- An agreement has recently been signed for the Intercity Bus Program.

ADJOURNMENT

The next scheduled Board of Directors meeting will take place on April 28, 2022, at 10:00 AM. This meeting will be held in person at 415 North Zarfoss Drive, York, PA 17404.

The meeting adjourned at 10:23 AM.

Respectfully Submitted,



Richard Kotz  
Secretary



April 13, 2022

Richard Farr  
Central Pennsylvania Transportation Authority  
415 Zarfoss Drive  
York, PA 17404

Dear Richard: *RICH!*

The Adams County Community Foundation is pleased to provide the enclosed grant in the amount of \$41,272.00 representing the Year 1 local match of the Gettysburg Hanover Connector Pilot Program.

We are pleased to partner with you, the state, and others to provide this needed service for the good people of Adams County.

Sincerely,

A handwritten signature in black ink, appearing to read "R. Serpe", written in a cursive style.

Ralph M. Serpe  
President & CEO

*No goods, services or more than incidental benefits may be provided in exchange for this grant. This grant may not satisfy a legally enforceable obligation/pledge and may only support purposes deemed by you to be 100% tax deductible.*

*Thank you Rich  
Glad we could  
pull this off.  
- Ralph*



RECEIVED  
APR 06 2022  
BY: DMB

Phil Mathis, Site Manager  
Susquehanna Regional Transportation Authority  
901 N Cameron Street  
Harrisburg, PA 17101

April 1, 2022

Dear Mr. Mathis:

The Harrisburg District Office of the Bureau of Blindness & Visual Services, Office of Vocational Rehabilitation, extends our sincere appreciation and thanks to the many staff members involved with the superb educational experience provided to a mutual customer on March 22, 2022, at the Susquehanna Regional Transportation Authority's Harrisburg bus terminal. From the friendly welcome by various staff members to the opportunities to practice all of the skills required on an out-of-service bus, every person involved provided an experience that went above and beyond expectations on all levels. Even the smallest of details were considered, such as the thoughtful presentation of a lanyard and badge holder to keep the half-fare ID and bus pass accessible during navigation with a white cane.

It was clear that many individuals coordinated to make this possible. Of these, several stood out for their interactions prior to or during the activity. Special thanks to Abby Davis for her responsiveness and flexibility as the main point of contact during the preparation/coordination for this activity. She made the planning process effortless and communicated the message that this was a true partnership, with all parties viewing this as an important and worthwhile event.

Two other staff members - CJ Leedy and Kathy Smith – were present throughout the activity; they had a wealth of knowledge and worked with the Bureau's Orientation & Mobility Specialist Cynthia Lashinsky and customer to not only answer questions, but also provide tips based on their experience as drivers supporting other riders with visual impairments over the years. They engaged with the customer in the role of a driver to offer practice with checking the bus number/route and asking to be informed when reaching a particular stop. An unexpected but invaluable bonus was the opportunity to travel a short route on the bus. This provided a chance to practice use of the stop request system, being informed of an upcoming stop by the driver, hearing the sounds from the inside, and allowed the customer and Orientation & Mobility Specialist to practice identifying various characteristics – the sound/feel of a rough or smooth road, a series of turns, or traveling up or downhill – that can help with orientation during a trip and when nearing a destination.

All involved agreed it was a confidence-building experience from start to finish and provided the foundational skills needed for instruction and practice with progressively independent travel on fixed-route buses.

The Office of Vocational Services, Bureau of Blindness & Visual Services mission is to assist Pennsylvanians who are blind or visually impaired gain the skills necessary to live and work independently in their communities. We deeply appreciate this cooperative educational opportunity on behalf of our mutual customer and the joint goal of independent mobility.

Sincerely,



Ruth Lotz

Acting District Administrator

# SUSQUEHANNA REGIONAL TRANSPORTATION AUTHORITY

## Financial Statement & Statistical Notes for March 2022

- The financial statements, enclosed with these notes, are as of March 31, 2022. They include the consolidation of Susquehanna Regional Transportation Authority (SRTA), Central Pennsylvania Transportation Authority (CPTA) and Cumberland Dauphin Harrisburg Transit Authority (CDH) operations. This is the end of the ninth month and the third quarter of fiscal year 2022.
- The presented financial statements reflect the adopted fiscal year 2022 budgets for CPTA and CDH combined which included the activity which is now in SRTA.
- A column has been added to the income statement with the previous fiscal year to date information. This column has been shaded in grey to identify that it is intended for comparative purposes only and is not part of the normal income statement presentation.

### **Ridership**

- Year to date ridership as of March 31, 2022 (9 months) continued to improve when compared to the same time last year. Here are the details by category. Individual division numbers are reported on the Dashboard:
  - Fixed Route remained 5% above last year and at 54 % of pre-Covid ridership (YTD March 2022 vs. YTD March 2019)
  - Paratransit is running 29% above the previous year and at 71% of pre-Covid ridership levels
  - Commuter Express rose to 63% above last year and to 30% of pre-Covid levels
  - In the Month of March Microtransit, continued excellent growth in the newly established Microtransit North operation as well as strong performance in the Microtransit South operation, outperforming the previous March by 30% bringing us to year to date ridership that is 35% above last year, 750% greater than pre-Covid levels and giving us optimism for future growth in this area.

### **Revenue**

- Year to Date (nine months) Operating revenue remains 14% or \$1.7 million higher than budget. This is \$2.6 million or 23% above same time last year.
- Current period (March) Operating revenues were 19% over budget

### **Expenses**

- Year to Date (nine months) Total Expenses are \$2.8 million or 7% better than budget
- In the current period (March) Total Expenses are \$50 thousand or 1% higher than budget as the Authority experienced the high level of inflation that is being seen in the country.

### **Subsidy**

- Year to Date the Authorities have been able to defer the use of \$4.6 million of budgeted subsidy grant funding for future use to provide transportation services.



- In the current period the Authorities added \$225 thousand to the balance of budgeted subsidy grant funding for future use.

**Reserves**

- SRTA spends \$88 thousand a day net of fares collected
- CPTA+CDH came into FY 2022 with 26 day's cash on hand
- SRTA built day's cash on hand to 78 days so far this year
- SRTA as a class 3 Authority's target (set by management) is to have reserves between 180 to 300 days

**Paratransit Division Performance**

<b>Division</b>	<b>REE/(EER)*</b>
York/Adams	(1,476,099)
Perry	(\$56,989)
Montour	\$47,265
Union/Snyder	(\$144,104)
Columbia	\$169,432
Cumberland	\$213,700
Northumberland	\$270,412
Franklin	(\$1,838)
CDH	(\$926,826)
All Paratransit Services	(\$1,905,047)

\*REE=Revenue in Excess of Expenses; (EER)=Expenses in Excess of Revenue

- There have been no draws on the ACNB line of credit.
- Capital expenditures for the month were:
  - York Transfer Center Rehab - \$119,654
  - Zarfoss Roof - \$284,180
  - CDH Bus Barn Foundation- \$706,803

**Susquehanna Regional Transportation Authority  
Income Statement**

For The Period Ended March 31, 2022

	Period To Date		Year To Date		Budget Variance	Year To Date March 31, 2021
	Actual	Current Budget	Actual	Current Budget		
REVENUE						
Operating Revenue	\$ 1,641,812	\$ 1,375,921	\$ 14,012,345	\$ 12,332,689	\$ 1,679,656	\$ 11,412,351
Grant/Contract Inc	\$ 2,467,458	\$ 3,123,993	\$ 21,643,153	\$ 28,753,112	\$ (7,109,959)	\$ 22,862,635
<b>TOTAL REVENUE</b>	<b>\$ 4,109,269</b>	<b>\$ 4,499,914</b>	<b>\$ 35,655,497</b>	<b>\$ 41,085,801</b>	<b>\$ (5,430,303)</b>	<b>\$ 34,274,986</b>
Wages	\$ 2,153,007	\$ 2,018,050	\$ 16,531,711	\$ 17,865,284	\$ 1,333,573	\$ 15,639,655
Benefits	\$ 978,339	\$ 1,233,464	\$ 10,400,791	\$ 12,278,058	\$ 1,877,267	\$ 10,307,301
Services	\$ 284,314	\$ 242,902	\$ 2,181,118	\$ 2,186,114	\$ 4,996	\$ 1,746,266
Fuel	\$ 366,141	\$ 289,685	\$ 2,831,264	\$ 2,546,374	\$ (284,890)	\$ 2,197,243
Tires	\$ 26,302	\$ 26,993	\$ 201,092	\$ 236,352	\$ 35,260	\$ 178,358
Materials and Supp	\$ 118,767	\$ 128,589	\$ 1,239,113	\$ 1,126,351	\$ (112,762)	\$ 1,109,658
Utilities	\$ 107,184	\$ 82,728	\$ 871,040	\$ 744,554	\$ (126,486)	\$ 692,319
Casualty and Liabili	\$ 89,508	\$ 124,107	\$ 806,111	\$ 1,116,997	\$ 310,886	\$ 1,060,371
Purchased Transpo	\$ 351,987	\$ 275,644	\$ 2,536,420	\$ 2,286,081	\$ (250,339)	\$ 1,861,171
Miscellaneous Expi	\$ 26,332	\$ 27,871	\$ 221,879	\$ 250,725	\$ 28,845	\$ 158,929
Leases and Rentals	\$ 11,240	\$ 11,630	\$ 72,204	\$ 104,670	\$ 32,466	\$ 88,553
Passed Through Ex	\$ 26,954	\$ 25,000	\$ 248,879	\$ 225,000	\$ (23,879)	\$ 195,785
<b>TOTAL EXPENSES</b>	<b>\$ 4,540,073</b>	<b>\$ 4,486,665</b>	<b>\$ 38,141,622</b>	<b>\$ 40,966,559</b>	<b>\$ 2,824,938</b>	<b>\$ 35,235,608</b>
TOTAL NON OPERATING GRANT INCOME **	\$ 54,370	\$ -	\$ 523,481	\$ -	\$ (523,481)	\$ 276,027
TOTAL NON OPERATING GRANT EXPENSES **	\$ 54,370	\$ -	\$ 523,481	\$ -	\$ (523,481)	\$ 276,027
REE/(EER)	\$ (430,804)	\$ 13,249	\$ (2,486,124)	\$ 119,241	\$ (2,605,365)	\$ (260,442)
CAPITAL REVENUES AND EXPENSES						
Capital Grant Income/(Refund)	\$ 410,190	\$ -	\$ 5,269,638	\$ -	\$ -	\$ 3,080,823
TOTAL CAPITAL REVENUES AND EXPENSES	\$ 410,190	\$ -	\$ 5,269,638	\$ -	\$ -	\$ 3,080,823
REE/(EER)	\$ (20,614)	\$ 13,249	\$ 2,783,514	\$ 119,241	\$ -	\$ 2,120,201
NET REE/(EER)	\$ (20,614)	\$ 13,249	\$ 2,783,514	\$ 119,241	\$ -	\$ 2,120,201

\*\*FindMyRide, CAT TA

**Susquehanna Regional Transportation Authority  
Balance Sheet**

**As of March 31, 2022**

**ASSETS**

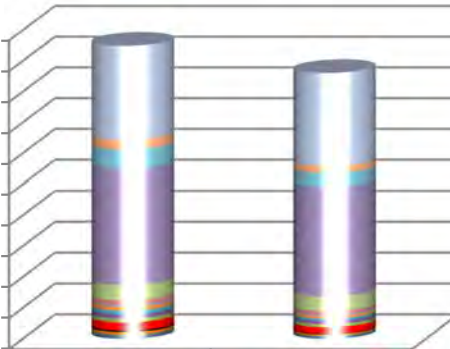
CURRENT ASSETS			
	Unrestricted Cash	\$ 6,906,961	
	Restricted Cash	\$ 106,984	
	Reserved Cash - Capital Projects	\$ -	
	Accounts Receivable	\$ 27,607,700	
	Materials & Supplies Inventory	\$ 757,423	
	Prepaid Expenses	\$ 989,735	
	Other Current Assets	\$ -	
TOTAL CURRENT ASSETS		\$ 36,368,802	
FIXED ASSETS			
	Buildings and Improvements	\$ 53,920,571	
	Revenue Equipment	\$ 90,586,587	
	Tools and Equipment	\$ 7,019,474	
	Accumulated Depreciation	\$ (70,730,582)	
TOTAL FIXED ASSETS (NET)		\$ 80,796,050	
OTHER ASSETS			
	Pension Asset	\$ 75,915	
TOTAL OTHER ASSETS		\$ 75,915	
TOTAL ASSETS		\$ 117,240,767	

**LIABILITIES AND NET ASSETS**

CURRENT LIABILITIES			
	Accounts Payable	\$ 4,876,610	
	Accrued Leave and Payroll	\$ 2,203,687	
	Accrued Expenses	\$ 773,673	
TOTAL CURRENT LIABILITIES		\$ 7,853,970	
DEFERRED REVENUE			
	Revenue Received in Advance	\$ 28,743,919	
TOTAL DEFERRED REVENUE		\$ 28,743,919	
OTHER LIABILITIES			
	Capital Lease Obligation	\$ -	
	Accrued Sick Pay	\$ 280,252	
	Current Notes Payable	\$ -	
	Consortium Buses	\$ -	
TOTAL OTHER LIABILITIES		\$ 280,252	
NET ASSETS			
	Unrestricted Equity	\$ 40,433,211	
	Restricted Equity	\$ 15,520	
	Capital Grants	\$ 39,913,896	
TOTAL NET ASSETS		\$ 80,362,626	
TOTAL LIABILITIES AND NET ASSETS		\$ 117,240,767	

## OPERATIONS – March

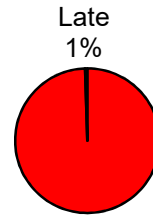
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	YTD FY2022	YTD FY2021
FR York	611,470	602,865
Cumberland	61,657	47,231
York/Adams	126,301	88,328
FR CDH	750,953	709,139
CDH Paratransit	98,909	93,770
FR Gettysburg	31,923	24,488
Montour	8,863	7,239
Union/Snyder	25,772	17,349
Perry	23,802	14,149
Franklin	27,689	21,642
Columbia	23,989	19,762
Northumberland	53,011	42,272
Express North	9,438	3,950
FR Hanover	17,716	12,126
Express South	4,948	4,567
Express 15 North	2,433	1,474
Gett/Han Connect*	3,811	352
Microtransit-North**	1,789	-
Microtransit-York	13,391	10,236

## MAINTENANCE – March

### Preventative Maintenance



On-time  
99%

190 PMs Complete ; 1 Overdue  
 CDH – 45 Completed; 0 Overdue  
 York – 62 Completed; 0 Overdue  
 Adams – 14 Completed; 0 Overdue  
 Cumberland – 11 Completed; 0 Overdue  
 Northumberland – 16 Completed; 1 Overdue  
 Franklin – 8 Completed; 0 Overdue  
 Columbia – 6 Completed; 0 Overdue  
 Montour – 3 Completed; 0 Overdue  
 Union/Snyder – 11 Completed; 0 Overdue  
 Perry – 14 Completed; 0 Overdue

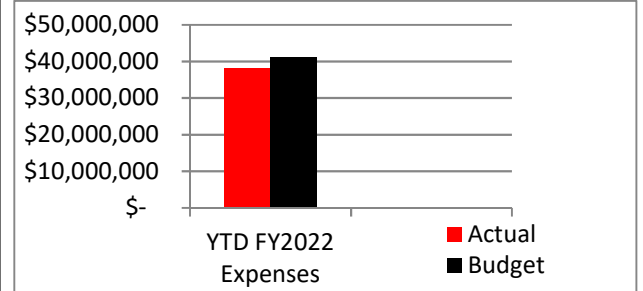
### Road Calls:

	Mar 2022	YTD FY2022#	Mar 2021	YTD FY2021#
Mechanical	16	124	9	77
Non-Mech.	12	126	26	190

## SAFETY – March

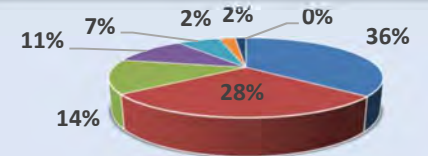
	Mar 2022	YTD FY2022	Mar 2021	YTD FY2021
Preventable	22	119	17	140
Non-Preventable	6	53	5	48
Passenger Injury	0	9	1	11
Employee Injury	3	30	5	25

## FINANCE – March



## CUSTOMER COMPLAINTS – March

Count Distribution By Category  
124 Complaints/Commendations



- Service Issue
- Operator Problem
- Other
- Safety
- Service Request
- Customer Service
- Vehicle Issue
- Commendation

	Mar 2022	YTD FY2022	Mar 2021	YTD FY2021
Total Complaints	124	1,121	74	595

## MARKETING – March

	Mar 2022	YTD FY2022#	Mar 2021**	YTD FY2021**
PR Exposures	20	83	20	72
Outreaches	2	30	1	3
Pageviews	109,539	698,671	46,683	410,737
Unique Pageviews	109,539	573,647	38,379	315,926
Bikes **	702	6,757	630	6,046

## **Acr 44 Performance Measures**

	<b>CDH</b>		<b>CPTA</b>	
	<b>Goal</b>	<b>Actual</b>	<b>Goal</b>	<b>Actual</b>
Passengers per Revenue Hour	19.01	7.17	13.52	7.83
Operating Cost per Passenger (not to exceed goal)	8.13	14.48	8.02	13.47
Operating Cost per Revenue Hour (not to exceed goal)	154.61	103.81	108.87	105.87
Operating Revenue per Revenue Hour	27.25	14.82	17.09	10.37

## RESOLUTION 2214

### CONTRACT AWARD FOR AUDIT SERVICES

WHEREAS, the Susquehanna Regional Transportation Authority (SRTA) desires to retain an auditing firm to provide audit services; and,

WHEREAS, this is the first such contract for SRTA; and,

WHEREAS, work under the new contract will begin with FY 2022 in June; and,

WHEREAS, the needs of the Authority and required audits were evaluated and specifications developed by the Controller, Chief Financial Officer, Grants and Procurement Manager, and Accounting Manager; and,

WHEREAS, a Request for Proposals (RFP) was determined to be the best method for the selection of a qualified firm and was released March 2, 2022; and,

WHEREAS, one firm submitted a responsible and responsive Proposal; and,

WHEREAS, the firm of RKL submitted the Proposal which was reviewed and found to be suitable; and,

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Susquehanna Regional Transportation Authority to award a contract to RKL for a base term of three (3) years and two (2) possible option years for a total value of Ninety-eight thousand Dollars and Zero Cents (\$98,000).

### 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 April 28, 2022.

attest: \_\_\_\_\_

Richard Kotz  
Secretary

Raymond Rosen  
Chairman

# RESOLUTION 2214

## CONTRACT FOR AWARD AUDIT SERVICES

### FACT SHEET

- It is not an acceptable practice to engage with an Auditing firm without advertising for proposals.
- Initial contract period of three (3) years with two (2), one (1) year options which may result in a total contract period of five (5) years.
- Option year utilization will be determined by SRTA based on auditor performance.
- The resulting Proposal was evaluated by the Controller, Chief Financial Officer, Grants and Procurement Manager, Accounting Manager, and Procurement Analyst. All were in agreement regarding the suitability of engaging the firm for the necessary audit activities.
- Direct contact was attempted with twenty-two (22) total firms and five (5) firms requesting the full specification.
  - One firm chose to not submit a Proposal due to current workload.
  - Two firms stated that distance was a deciding factor and would not submit proposals.
  - Additional outreach was attempted with no responses.
  - A single bid justification was completed and placed in file.
- Pricing—Rates will remain fixed for the first year with rates as described within the proposal and shown below.

#### **Notes Related to Pricing and Future Year Price Increases**

Our professional rates are adjusted annually based on performance as well as cost of living adjustments.

The individual rate fluctuations would approximate the CPI inflation index.

For the year ended June 30, 2022, the fees would be \$12,500 assuming that there would be no single audit or NTD needed for that fiscal year. We would anticipate increases in subsequent year pricing as follows:

2022-2023 - FS \$15,000, SA \$3,750, NTD \$2,500 - Total \$21,250

2023-2024 - FS \$15,500, SA \$3,750, NTD \$2,500 - Total \$21,750

2024-2025 - FS \$16,000, SA \$3,750, NTD \$2,500 - Total \$22,250

2025-2026 - FS \$16,500, SA \$3,750, NTD \$2,500 - Total \$22,750

As activity shifts from CPTA/CAT to SRTA, the time incurred and also the fees would increase accordingly as we move into 2022/23. From that point forward, the increase would approximate the CPI increase.

After the current CAT/CPTA contract terms are up, we would anticipate an offsetting decrease on future proposals related to the work on those Authorities as the activity will be significantly less.

**RESOLUTION 2215**

**APPROVING THE REVISING OF THE SUSQUEHANNA REGIONAL TRANSPORTATION  
AUTHORITY CODE OF CONDUCT**

WHEREAS, the Susquehanna Regional Transportation Authority wishes to update the established Code of Conduct in order to maintain a work environment that outlines the policies and procedures for managers and employees; and,

WHEREAS, the Susquehanna Regional Transportation Authority is committed to identifying business practices which present an actual or potential conflict of interest; and,

WHEREAS, the modification to the Code of Conduct policy addresses individuals who have a present or potential financial interest, or other significant interest, such as a present or potential employment interest in the selection, award, or administration of a third party contract or subcontract; and,

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Susquehanna Regional Transportation Authority, that it adopts and institutes the updated SRTA Code of Conduct policy.

**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 April 28, 2022.

\_\_\_\_\_  
Richard Kotz  
Secretary

attest: \_\_\_\_\_  
Raymond Rosen  
Chairman



FACT SHEET  
RESOLUTION 2215  
Addendum: Code of Conduct Policy

The standard of conduct involving this policy, which should include the following terms under “Associate” shall include conflicts of interest to extend to the following:

(1) Individuals who have a present or potential financial interest, or other significant interest, such as a present or potential employment interest in the selection, award, or administration of a third party contract or subcontract:

(i) The Recipient or its officers, employees, board members, or agents engaged in the selection, award, or administration of any third party agreement or any candidate for such award;

(ii) The immediate family members or partners of those listed above in section (i) of this Section; and

(iii) An entity or organization that employs or is about to employ (“prospective employee”) any person that has a relationship with the Recipient listed above in Sections (i) and (ii) of this Addendum

**RESOLUTION NO. 2216**

**CONTRACT AWARD FOR ENGINEERING SERVICES**

WHEREAS, the Susquehanna Regional Transportation Authority desires to retain an engineering firm to provide general engineering expertise, guidance, and support in various engineering-related projects; and,

WHEREAS, the current general Engineering Contract expires May 31, 2022; and,

WHEREAS, the needs of the Authority were evaluated relative to facilities maintenance, growth, and expansion; and,

WHEREAS, with input from the Executive Director, Chief Financial Officer, and both Chief Operating Officers, a Request for Proposals (RFP) was developed; and,

WHEREAS, the RFP was publically advertised for this project in accordance with required Federal and State purchasing requirements; and,

WHEREAS, three (3) firms submitted responsible and responsive Proposals; and,

WHEREAS, the Proposals were evaluated based on Brooks Act prescribed processes; and,

WHEREAS, the firm of Gannett Fleming, Inc. submitted the Proposal which earned the highest score among the received Proposals; and,

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Susquehanna Regional Transportation Authority to award a contract to Gannett Fleming, Inc.

**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 April 28, 2022.

attest:

Richard Kotz  
Secretary

Raymond Rosen  
Chairman

**RESOLUTION 2217**

**AUTHORIZATION TO PROCURE FIXED ROUTE CNG CUTAWAY VANS  
BY EXERCISING OUR OPTIONS ON THE CURRENT STATEWIDE CONTRACT**

WHEREAS, the Susquehanna Regional Transportation Authority (SRTA) uses the PennDOT Capital Planning Tool and as such has identified its eligibility to replace two (2) Fixed Route CNG Cutaway Vans, which have exceeded estimated useful life; and,

WHEREAS, SRTA participated in a State-Wide Joint Procurement led by the South Central Transit Authority for replacement and expansion of small transit vehicles; and,

WHEREAS, Sheppard Bros., Inc. was the firm awarded the contract to build the Body-on-Chassis (Cutaway) vans; and,

WHEREAS, SRTA has identified the need to purchase two (2) Ford E450 Cutaway Vans; and,

WHEREAS, SRTA has secured PennDOT grants of State and Federal Funds for this project; and,

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors that it hereby approves and authorizes the Executive Director to purchase up to two (2) CNG Body-on-Chassis vans at a project cost not to exceed \$400,000.

DULY RESOLVED, this 28th day of April 2022, by the Board of Directors in a lawful session duly assembled.

**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 April 28, 2022.

\_\_\_\_\_  
Richard Kotz  
Secretary

attest: \_\_\_\_\_  
Raymond Rosen  
Chairperson

## RESOLUTION NO. 2216

### CONTRACT AWARD FOR ENGINEERING SERVICES

#### FACT SHEET

- The current contract with Johnson, Miriam, and Thompson will expire May 31, 2022.
- The RFP and resulting contract specify an initial period of two (2) years with three (3), one (1) year options, which may result in a total five (5) year term.
- The decision for the exercise of option years will be determined by engineering contractor performance, need for assistance, and option year price increases.
- Pricing – Rates will remain fixed for first year with rates as described within the Pricing Proposal:
  - Second year pricing is anticipated to increase by 5.5%
  - Subsequent year pricing increases are forecast by Gannett Fleming to reach 4%.
  - The submitted Price Proposal was determined to be fair and reasonable based on comparison to ICE values with the Proposed Price falling within 6% of the forecast cost.
- For each project, the Engineering Contractor will provide an estimated cost of their work.
- There were a total of 3 Proposals received.
- Proposals were evaluated by the Chief Financial Officer, both Chief Operating Officers, and the Procurement Analyst. The scoring is as follows:

	Colliers	Gannett Flemming	KCI
Evaluator 1	34	43	37
Evaluator 2	33	47	42
Evaluator 3	36	46	41
Evaluator 4	38	43	41
Evaluator 5	33	48	44
Average Earned	34.8	45.4	41
Total Earned	174	227	205
Possible	250	250	250
Score	69.60%	90.80%	82.00%

**RESOLUTION 2218**

**AUTHORIZATION TO PROCURE PARATRANSIT AND MICROTRANSIT ROLLING STOCK  
BY EXERCISING OUR OPTIONS ON THE CURRENT STATEWIDE CONTRACT**

WHEREAS, the Susquehanna Regional Transportation Authority (SRTA) uses the PennDOT Capital Planning Tool and as such has identified eighty-three (83) paratransit vehicles that have met or exceeded estimated useful life; and,

WHEREAS, SRTA participated in a State-Wide Joint Procurement led by the South Central Transit Authority for replacement and expansion of small transit vehicles; and,

WHEREAS, Sheppard Bros., Inc. was the firm awarded the contract to build the Body-on-Chassis vans and Rohrer Bus Sales was the firm awarded the contract to provide Ford Transit vans; and,

WHEREAS, SRTA has identified the need to purchase 51 Ford E450 Cutaway Vans and 32 Ford Transit Vans; and,

WHEREAS, SRTA has secured PennDOT grants of State and Federal Funds for this project; and,

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors that it hereby approves and authorizes the Executive Director to purchase up to 51 Body-on-Chassis vans and 32 Ford Transit vans at a project cost not to exceed \$9,150,000.

DULY RESOLVED, this 28th day of April 2022, by the Board of Directors in a lawful session duly assembled.

**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 April 28, 2022.

\_\_\_\_\_  
Richard Kotz  
Secretary

attest: \_\_\_\_\_  
Raymond Rosen  
Chairperson

**RESOLUTION 2219**  
**CONTRACT AWARD FOR BACKUP SERVER AND HOSTING SERVICES**

WHEREAS, the Susquehanna Regional Transportation Authority (rabbittransit) utilizes secondary cloud storage backup capacity; and,

WHEREAS, the current contract will expire May 2022; and,

WHEREAS, Business Information Group (BIG) offers the necessary appliance and support as noted on the DGS contract; and,

WHEREAS, BIG has quoted a three (3) year contract for server software updates, replacement, and secondary cloud storage for a total cost of Fifty-nine thousand, four-hundred, twenty Dollars and Thirty-one Cents (\$59,420.31); and,

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Susquehanna Regional Transportation Authority to award a purchase not to exceed Fifty-nine thousand, four-hundred, twenty Dollars and Thirty-one Cents (\$59,420.31) to BIG for the necessary purchase.

**CERTIFICATION OF OFFICERS**  
**OF**  
**SUSQUEHANNA REGIONAL TRANSPORTION 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 April 28, 2022.

\_\_\_\_\_  
Richard Kotz  
Secretary

attest: \_\_\_\_\_  
Raymond Rosen  
Chairman

**RESOLUTION 2219**  
**CONTRACT AWARD FOR BACKUP SERVER AND HOSTING**  
**SERVICES**

FACT SHEET

- Three (3) year contract, supplying the following
  - Barracuda Backup Updates for Server 890
  - Barracuda Instant Replacement for Backup Server 890
  - Barracuda Unlimited Cloud Storage
- Utilizing COSTARS State Procurement contract 003-001 with additional discounts applied
- Backup of business, operations, and customer electronic files for continuity of service
- Current contract with BIG is expiring May 2022
- Approx. 18% discount by renewing for 3 years over annual renewal

**Resolution 2220**

**LOCAL TRANSPORTATION ORGANIZATION  
RESOLUTION CERTIFYING THE LOCAL MATCH  
FOR STATE OPERATING FINANCIAL ASSISTANCE**

The Board of Directors of The Susquehanna Regional Transportation Authority (dba rabbittransit) resolves and certifies that the operating financial assistance of \$20,627,571 provided pursuant to 74 Pa.C.S. §1513 is needed in Fiscal Year 2023 or in a subsequent fiscal year to help pay for projected operating expenses, including asset maintenance costs; and that these funds will be used for this purpose only, because these funds are ineligible to be used for asset, or capital improvements projects; and that any funds not used this Fiscal Year will be retained and used only for operating assistance in a subsequent fiscal year(s).

WHEREAS, the Board of Directors of Susquehanna Regional Transportation Authority resolves and certifies that the required local matching funds of \$1,905,148 will be secured from local contributors no later than the end of Fiscal Year 2022/2023 to match the requested Section 1513 funds.

I, Raymond Rosen, Chairman of the Board of Directors of Susquehanna Regional Transportation Authority do hereby certify that the foregoing is a true and correct copy of the Resolution adopted at a regular meeting of the Board of Directors held the 28<sup>th</sup> day of April, 2022.

DATE: April 28, 2022 \_\_\_\_\_  
(Signature and Official Title)

**ATTEST:**

Susquehanna Regional Transportation Authority  
(Name of Transportation Authority)

By: \_\_\_\_\_  
(Signature) (Date)



## Current and Future Procurement Projects

	Name	Type	Released	Questions Due	Bid/ Proposal Due	Contract Start	Value
	20220110 - Engineering RFP	RFP	1/31/2022	2/18/2022	3/28/2022	5/31/2022	TBD- Task Order Dependent
	20211217 -rabbit Dispatch Area Remodel	Small Quote	Need Quotes				\$ 50,000.00
	20211227 - Zarfoss Fire Pump	Small Quote				5/1/2022	\$ 17,000.00
	20220217 - Stand up Desks	small Quote					\$ 17,000.00
	20220218 - Zarfoss Compressor	Small Quote	TBD				\$ 20,000.00
	20220222 - SRTA Auditor RFP	RFP	3/2/2022	3/17/2022	4/7/2022	5/31/2022	TBD
	20220228 - SRTA Tire Lease IFB	RFQ					
	20220302 - Northumberland Electric Installation	Small Quote	3/2/2022				\$ 1,700.00
	20220304 - HTC Bus Stop Renovation	IFB	May???				\$ 550,000.00
In Process	20220307 - Janitorial Supply	RFQ	3/16/2022	4/1/2022	4/22/2022	5/6/2022	\$ 68,000.00
	20220311 - Cumberland Temporary Office	IFB	TBD				\$ 150,000.00
	20220311 - Fleet Maintenance Fuel Modules	RFP	TBD				\$ 300,000.00
	TASK ORDER - CAMERON STREET BUS SHELTER	Task Order					\$ 8,000.00
	20220314 - York Transfer Security Staffing	Small Quote	3/14/2022		4/25/2022		\$ 65,000.00
	GFI/Fare Collection	Sole Source	TBD				TBD
	20220325 - Dauphin Laptops	Small Quote	3/25/2022				\$ 4,925.00
	20220328 - Dauphin Oil-Water Separator	IFB	TBD				\$ 300,000.00
	20220331 - Cameron Shelter		TBD				
	20220405 - Dauphin Jumper Pack						

	20220405 - York Ford Diagnostic Tool						
	Zarfoss HVAC Maintenance	Small Quote	4/25/2022				\$ 12,000.00
	20220407 - York Laptops	Small Quote	4/7/2022				\$ 4,925.00
						<b>In Process Total</b>	<b>\$ 1,568,550.00</b>
Future Activity	Cameras at Emigsville and Shrewsbury Park and Ride	RFP	TBD				\$ 165,000.00
	Shop Supply Contract - Dauphin/York	IFB	TBD				Need Informaton
	Annual Plumbing Maintenance Contract	RFP	TBD				Unknown
	WIFI at other locations	Unknown	TBD				Unknown
	20211223 - rabbit Pressure Washing/ Window Cleaning	TBD	Need Quotes				
	Zarfoss, Transfer Center, Board Road, and Elm Drive Snow Removal	IFB	June				
	Vending Service- Zarfoss	RFP	June				??
	20220317 - Cameron Street Shelter	IFB					TBD
	Vehicle Parts Bids Contracts expire 12/31/2022	IFB	October				\$ 300,000.00
	MTS - Mobility Transport Services Paratransit	TBD					
						<b>Future Total</b>	<b>\$ 465,000.00</b>
						<b>Combined Total</b>	<b>\$ 2,033,550.00</b>

**CPTA Act 44 Transit Performance Review Action Plan - April 2022**

<b>Actions to Increase Passengers / Revenue Hour</b>	<b>CPTA Action Plan</b>	<b>Progress Report Update(s)</b>
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.	No update. Holding on any action relative to SRTA-development. Desire to do a joint TDP for systemness perspective and economy of scale.
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, no update.
<b>Actions to Increase Operating Revenue / Revenue Hour</b>	<b>CPTA Action Plan</b>	<b>Progress Report Update(s)</b>
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.	SRTA has continued tracking and reporting fixed-route ridership and farebox recovery monthly to internal teams and the Board. Dashboards and reports have been consolidated for SRTA.
<b>Actions to Contain Operating Costs / Revenue Hour</b>	<b>CPTA Action Plan</b>	<b>Progress Report Update(s)</b>
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.	This is significantly underway as SRTA has begun the process of a comprehensive analysis of the Authority's cyber security and are using the results to inform major elements of the initial strategic IT plan draft.

**CPTA Act 44 Transit Performance Review Action Plan - April 2022**

<p>2. Update its cost allocation plan to equitably assign costs across divisions, including other service lines like non-public transportation, CAT management, and 4Ride.</p>	<p>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.</p>	<p>SRTA continues to analyze and perfect the allocation plan as part of the regionalization process. Particular attention is paid to the merger and integration of services to be sure all items are adequately incorporated.</p>
<p>3. Develop standards and monitor mechanic efficiency for routine tasks.</p>	<p>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.</p>	<p>SRTA is on target for the June 6, 2022 go live of the new maintenance software. Training weeks at both the York and Harrisburg locations are scheduled for May 16-27, 2022. Among the focuses are efficiencies, standards, and reporting.</p>
<p align="center"><b>Other Actions to Improve Overall Performance</b></p>	<p align="center"><b>CPTA Action Plan</b></p>	<p align="center"><b>Progress Report Update(s)</b></p>
<p>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.</p>	<p>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.</p>	<p>SRTA continues to work with the PennDOT BPT workgroup on capital processes with the merger transition.</p>

## RIGHT OF WAY AGREEMENT

KNOW ALL MEN BY THESE PRESENTS that, SUSQUEHANNA REGIONAL TRANSPORTATION AUTHORITY (SRТА), 901 N. Cameron Street, Harrisburg, PA 17105, a Municipal Authority (hereinafter called "GRANTOR"), does hereby for itself and its successors and assigns, grant unto CENTURYLINK COMMUNICATIONS, LLC, whose principal place of business is located at 1025 Eldorado Blvd. Broomfield, CO 80021 (hereinafter called "COMPANY," which term shall include its affiliates, subsidiaries and parent entity), its successors, assigns and lessees, a nonexclusive right-of-way and easement, including all privileges and authority to construct, reconstruct, maintain and operate its telecommunications facilities (hereinafter the "Facilities") over and along the property which said Grantor owns or in which it has any interest located on the Grantor's Susquehanna River Bridge, said bridge being formerly owned by Cumberland Valley Rail Road (hereinafter the "Bridge"). The Bridge crosses the Susquehanna River from Mulberry Street, in the City of Harrisburg, Dauphin County, to the southern part of City Island and on to a point in the Borough of Lemoyne County of Cumberland, Commonwealth of Pennsylvania; and along the public highways adjoining the said property, including the right of unlimited ingress and egress to and from the said Facilities for any of the aforesaid purposes. This Agreement shall commence upon execution of the Agreement by both parties and continue for one (1) year. Parties may agree to extend the agreement at any time. Should the agreement not be extended, the Company will remove its property within 180 days of the conclusion of the agreement, or with the agreement of Grantor, Grantee may abandon its facilities in place. Upon removal, the company will send a letter to Grantor certifying that the equipment has been removed; in the case of abandonment, Company will send a letter certifying that the equipment is longer in use. TO HAVE AND TO HOLD this right of way and easement unto Compa

together with the right, from time to time, to assign and convey this right of way and easement, and the rights granted hereunder, freely, in whole or in part.

At the time of execution of this Right of Way Agreement by both parties, Company shall pay to Grantor the sum of \$X.XX as full and complete consideration for the rights granted herein.

Grantor hereby approves the engineering specifications relative to the placement of the Facilities, attached hereto and incorporated herein as Exhibit A. Should Grantor determine that Company's Facilities require either temporary or permanent relocation of the Facilities due to scheduled maintenance or repair of structural damage, Grantor will provide Company with a minimum of one hundred eighty (180) days prior written notice of said relocation. Company will assume complete responsibility for the relocation, removal or maintenance of the Company owned Facilities.

Company shall install its conduits under the ballast and base materials in the body of the bridge. Company may not install manholes, handholes, or pull boxes under the track.

Company shall be responsible for ensuring that the track stability is not compromised by Company's construction or maintenance activities.

Company shall be responsible for performing (at its own cost) all maintenance and repairs of its facilities.

Each party agrees to indemnify and hold harmless the other from and against any and all claims, demands, damages, or causes of action for property damages or personal injury that are caused by:

(a) any activity, work, or thing done or permitted by such indemnifying party in or about the easement area; (b) any negligent acts of such indemnifying party, or the employees, agents or contractors of such party, unless said actions are a direct result of the other party's negligence or willful misconduct.

Company shall ensure that its employees, contractors, and subcontractors engaged in construction of its Facilities shall have had safety training and confined space training and work in full compliance with OSHA and railroad worker rules.

Amtrak has a right-of-way agreement on the east end of the bridge. Company is responsible to coordinate with Amtrak for any work within their right-of-way.

No portion of this agreement can be assigned or transferred, except by written approval of SRTA. The Company must notify SRTA with any change of ownership. Failure to notify SRTA of any ownership change will result in SRTA removing the equipment from the bridge without need to notify the company and at the company's expense.

This Agreement shall be governed and construed under the laws of the Commonwealth of Pennsylvania.

This Agreement constitutes the entire agreement between the parties and shall supersede all previous negotiations, commitments, representations, and writings written or oral.

Any alteration or amendment to this Agreement shall be acceptable only if presented in writing and signed by the party against whom enforcement of same is sought.

IN WITNESS WHEREOF, Grantor has caused this Agreement to be executed in its corporate name by its proper officers, this        day of        2022.

ATTEST:

\_\_\_\_\_  
Richard Kotz, Secretary  
SRTA

\_\_\_\_\_  
Raymond Rosen, Chairman  
SRTA

ATTEST:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name, Title

\_\_\_\_\_  
Printed Name, Title