



DATE: January 28, 2021
TIME: 12:00PM
PLACE: Zoom Meeting
PURPOSE: January Meeting

ORDER OF BUSINESS

1. Call to Order
2. Public Hearing
 - A. Regionalization (Pages 2-11)
3. Annual Reorganization
 - A. Resolution NO. 2101 –Election of Officers for 2021-2022 (Page 12)
4. Public Comment-Due to COVID-19, all public comment must be submitted in writing prior to the meeting
5. Approval of Minutes
 - A. Meeting Minutes of November 19, 2020 (Pages 13-16)
6. Communications
 - A. Mr. Eric Bugaile Board Term Renewal (Page 17)
7. Treasurer's Report
 - A. December 2020 Financial Report (Pages 18-23)
8. Old Business
9. New Business
10. Resolutions
 - A. Resolution NO. 2102 –Awarding Maintenance Shop Uniform Rental Contract (Pages 24-25)
 - B. Resolution NO. 2103 –Authorizing the Filing of a State Capital Grant Application and Certification of Local Match (Page 26-27)
 - C. Resolution NO. 2104 –Awarding Bus Line Resident Inspection Services Contract (Pages 28-29)
11. Staff Report
 - A. Fare Increase (Pages 30-31)
12. Adjournment

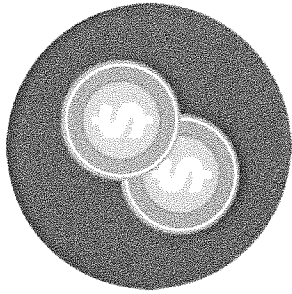
Next Meeting: Thursday, February 25, 2021

EXPANDED OPERATIONS MEDICAL VA WELLS PAN HOLY PARK
 GEISINGER UPMC QUALITY SPIRIT
 VA HIGHER SPIRIT HEALTHCARE CONNECTIVITY
 HACC WORKFORCE INTELLENT CUSTOMER SMART SERVICE
 SINGLE SYSTEM MEDICAL LIFE
 HERSHEY HERSHEY SHELTERED PARK EMPLOYEES MAINTENANCE IMPROVED SYSTEM MOBILITY CAPABILITIES EMPLOYEES SMART OPPORTUNITIES HEALTHCARE PHONE TOURISM
 HACC QUALITY LIFE HACC FARE VA TRANSIT VA UPVC PARK
 FEDEX APPS JOBS STATE EMPLOYER FARE STATE HIGHER OPPORTUNITIES PENN DISABLED IMPROVED STATE

Transit Regionalization Information for January & February Public Hearings

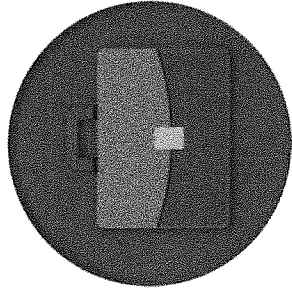
HERSHEY REGIONAL SERVICE
 VA TRANSIT VA UPVC PARK
 STATE EMPLOYER FARE STATE HIGHER OPPORTUNITIES PENN DISABLED IMPROVED STATE
 HACC VA HOLY
 FEDEX APPS JOBS STATE EMPLOYER FARE STATE HIGHER OPPORTUNITIES PENN DISABLED IMPROVED STATE

TRANSIT BENEFITS FOR REGIONALIZATION



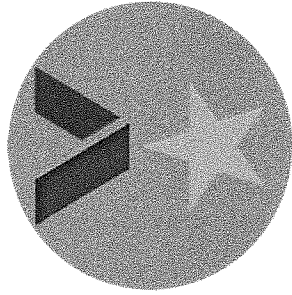
Economic Development

- Making the region more attractive to large employers.
- Improves the prospect of a reliable workforce.



Improved Employment Opportunities

- MH/IDD decentralization of sheltered workshops = more evening, weekend and longer trips.
- Non-traditional hours/seasonal needs of warehousing industry.
- Growing need: transit service to employment for individuals involved in court system.
- Connections to large regional employers (Hersheypark, Amazon, FedEx, etc.)






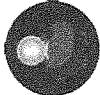




Veterans Transportation

- Connecting Veterans to the Lebanon VA Hospital.
- Connecting Unemployed Veterans to Jobs.

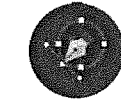
TRANSIT BENEFITS FOR REGIONALIZATION

IMPROVED TRANSIT OPERATIONS:

-  Prevent 40% service reduction in Harrisburg with influx of PennDOT contribution to reset base.
-  Operation efficiencies (shared resources, shared capital purchases/equipment, shared vehicles).
-  Create specialty maintenance services in regional shops for improved quality of maintenance.
-  Expand shared service on weekends/evenings (seniors and persons with disabilities).
-  Improved access to customer service—expanded call center hours.
-  Shared, robust intelligent transportation system: better service analysis, improved customer communication, better customer experience—single fare media, smart phone apps, rider alert system.
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-  Greater opportunity to qualify for discretionary grants (CMAQ, vets).

TRANSIT BENEFITS FOR REGIONALIZATION

IMPROVED TRANSIT OPERATIONS:



Multiple county perspective for planning services. Single contact with MPOs and the value in synergy.

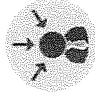


Shared best practices across organization.



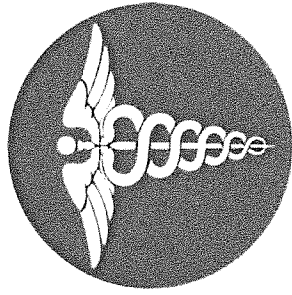
Subject-matter experts (non-duplicative positions):

- IT
- Marketing (reduction in duplicative creative campaigns/materials)
- Transit Development Plan expertise
- Microtransit expertise
- Advocacy expertise
- 4Ride business model



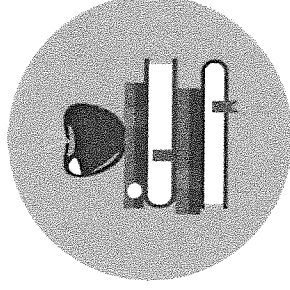
Shared seasoned Executive Director.

TRANSIT BENEFITS FOR REGIONALIZATION



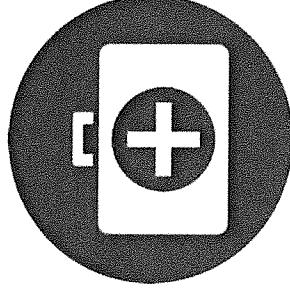
Improved Service to Healthcare

- With regionalization of healthcare, more residents in region seeking transportation to non-traditional health providers.
- Transportation to these providers meets the needs of senior and disabled populations.



Connectivity to Higher Education

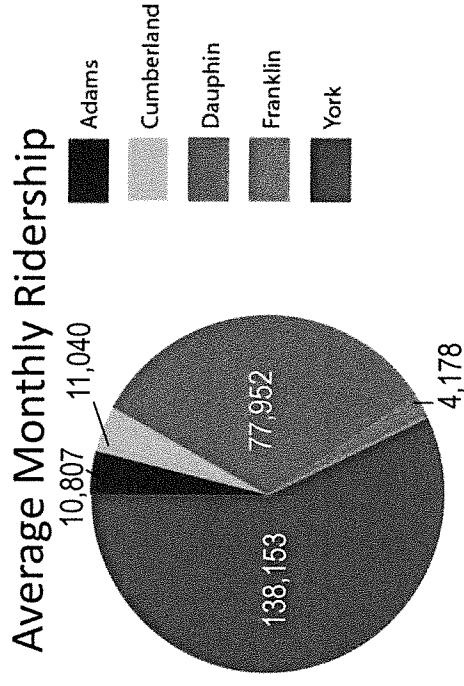
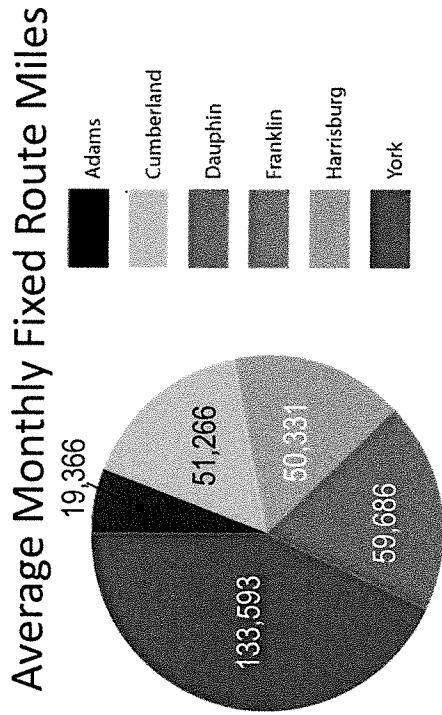
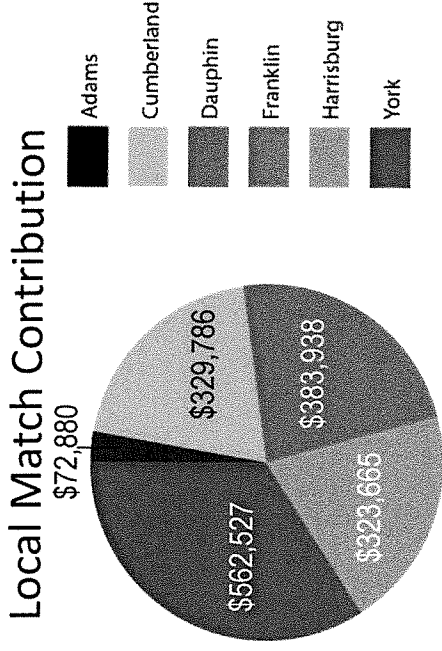
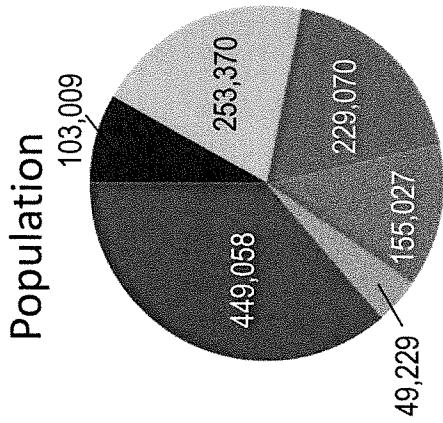
- The HACC network—allowing students to travel to the Harrisburg Campus and between the Campus of Gettysburg, Harrisburg and York.
- Need improved connectivity between Penn State Campuses of Harrisburg and York.
- Greater opportunity to connect students to the region's technical institutions.



Emergency Management Support

- Evacuations
- Vehicle shelter for first responders in elements.

Board Composition for Regional Transit Authority A 10-Person Board of Directors Scenario



Joint Committee Recommendation for Board Representation:

Adams	Cumberland	Dauphin	Franklin <i>ex officio</i>	Harrisburg	York
1	2	2	1	2	3

FAQs

- Will Funding Allocated to One System be Spent in Another?
 - No. FTA Funds must be spent in the UZA for which it is allocated. Administrative Cost can be allocated to all cost centers.
- Will Drivers be sent to other areas to work?
 - No. The largest cost for a transit system is paid driver hours. Fixed Route Operators will work within their assigned service area. Shared Ride operators will work primarily in their assigned areas – cross utilization would occur when it makes sense.
- Will Regionalization Affect the CBAs?
 - No. CBAs will remain in effect and will be maintained and negotiated separately.

**RESOLUTION NO. 2101
ELECTION OF OFFICERS FOR 2021-2022**

WHEREAS, the terms of office for current Authority officers expire this month; and,

WHEREAS, the By-Laws of the Authority call for an annual meeting and election of officers; and,

WHEREAS, a candidate selection process was conducted by the Authority's appointed Nominating Committee;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Cumberland-Dauphin-Harrisburg Transit Authority that the following board members shall be elected and hold the stated offices for 2021-2022 year:

Chairman	Eric Bugaile
Vice Chairman	Bruce Weber
Secretary	Richard Kotz
Treasurer	Al Bienstock

CERTIFICATION OF OFFICERS

OF

CUMBERLAND-DAUPHIN-HARRISBURG TRANSIT AUTHORITY

I certify that the foregoing is a sound and true copy of a Resolution adopted at a legally convened meeting of the Cumberland-Dauphin-Harrisburg Authority Board Members held on January 28, 2021.

Al Bienstock
Treasurer/Nominating Chair

attest: _____
Eric Bugaile
Chairman

CUMBERLAND-DAUPHIN-HARRISBURG TRANSIT AUTHORITY
901 N. Cameron Street, Harrisburg, PA 17101

MINUTES OF BOARD MEETING

November 19, 2020

The regular meeting of the Authority's Board of Directors convened on this date at 12:00pm, of Capital Area Transit held by Zoom, Chairman Eric Bugaile presiding. Present were board members: LaToya Bellamy, Al Bienstock, Bruce Weber and Scott Wyland. Jill Nagy, Counsel, was also present.

Administrative Staff Members present were Richard Farr, Angela Bednar, Christopher Zdanis, Jenna Reedy, Miguel Aciri-Rodriguez, Brian Gillette, Abby Davis, Brianna Holmes, Chris Becker, DeRon Jordan, Jamie Leonard and Mark Mitchell.

Lionel Randolph, Katrice Wright, Andrew Brunner, Alex Steele, Stephany Bellamy, Sophronia Rogers, Steve Gamber, Glenda Burke and Lucious Long of the ATU Local 1436 were present.

ATTENDANCE

All members of the Board of Directors were present except Mr. Chad Saylor and Mr. Richard Kotz. Motion to excuse Mr. Chad Saylor and Mr. Richard Kotz was raised by Mr. Scott Wyland and seconded by Mr. Al Bienstock. Motion approved.

PUBLIC COMMENT

The following letters were received in writing for public comment period:

- Letter received from Mr. Alex Dekona in regard to ADA seating.
- Letter received from ATU Local 1436 President, Mr. Lionel Randolph in regard to overtime/guarantee.
- Letter received from ATU Local 1436 President, Mr. Lionel Randolph in regard to AWOL grievances.

APPROVAL OF MINUTES

Mr. Al Bienstock moved to accept the October 29, 2020 meeting minutes, seconded by Ms. LaToya Bellamy. Motion approved.

COMMUNICATIONS

There were no communications.

CUMBERLAND-DAUPHIN-HARRISBURG TRANSIT AUTHORITY
901 N. Cameron Street, Harrisburg, PA 17101

TREASURER'S REPORT

Mr. Al Bienstock deferred to Mr. Brian Gillette to present the unaudited financial statements for the month of October 2020 and the year-to-date period ending October 31, 2020. Highlights of report follows:

- CAT's CARES funding total award is \$14,630,648, of which CAT has received \$8.8M.
- Local matches for the 4th quarter of 2020 are paid in full.
- The general checking account balance stands at \$1.4M as of 11/17/20. CAT has not been utilizing the line of credit.
- The goals continue to be off as ridership remains flat due to COVID.

Mr. Al Bienstock moved to accept the October 2020 CAT Financial Report, seconded by Mr. Bruce Weber, motion approved.

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

RESOLUTIONS

RESOLUTION 2030 – AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT FOR SUBCONTRACTING OF PARATRANSIT SERVICES

Mr. Richard Farr noted this will be the last renewal of the contract. CAT will be going out for bid around the end of the fiscal year and the award is expected to be made during the August 2021 board meeting. Mr. Richard Farr also noted a change in the current contract. After CAT reviewed financial data that was submitted by Easton, it was determined there was a need for a \$3.00 per hour surcharge due to a decrease in trips.

Motion to approve was raised by Mr. Scott Wyland, seconded by Mr. Bruce Weber, and passed unanimously.

RESOLUTION 2031 – AUTHORIZING THE AWARD OF A CONTRACT FOR PURCHASE AND INSTALLATION OF BUS DRIVER SAFETY BARRIERS

CUMBERLAND-DAUPHIN-HARRISBURG TRANSIT AUTHORITY
901 N. Cameron Street, Harrisburg, PA 17101

Mr. Richard Farr noted that the procurement was done jointly with the Central Pennsylvania Transit Authority for a one (1) year contract to provide bus driver safety barriers which includes the installation of these barriers.

Motion to approve was raised by Mr. Scott Wyland, seconded by Mr. Al Bienstock, and passed unanimously.

Ms. LaToya Bellamy asked if there was a way to confirm whether or not the new barriers will help with the glare adding that this is a big expense to not be sure whether or not the new barriers will be functional. Mr. Richard Farr responded that the barriers have already been installed in some of the buses and tested and it's an improvement from what is currently on the buses. Ms. LaToya Bellamy also questioned as to why CAT's costs are more than rabbittransit's. Mr. Richard Farr responded that CAT has more fixed route buses that barriers will need to be installed in which is what makes the cost to CAT higher.

RESOLUTION 2032 – APPROVING SNOW REMOVAL SERVICES

Mr. Richard Farr noted this was routine for snow removal services and is done yearly. The contract went to the lowest responsive bidder which was Ruell's Lawn Care LLC.

Motion to approve was raised by Ms. LaToya Bellamy, seconded by Mr. Al Bienstock, and passed unanimously.

STAFF REPORT

Mr. Richard Farr noted the Market Square safety renovations are progressing nicely. This is on track to be completed within the next 3 weeks.

Mr. Christopher Zdanis provided an update to the CAT first floor renovations. Mr. Christopher Zdanis noted that this is coming along nicely and it's anticipated that it will be completed within the next 30 days. Currently the contractors are putting the flooring in and wrapping up the bathrooms.

ADJOURNMENT

The next meeting will be held December 17, 2020. Mr. Eric Bugaile noted that there is a chance that this meeting will be rescheduled or cancelled and asked that the members please stand by for additional information.

A motion was made by Mr. Scott Wyland to adjourn the meeting and seconded by Mr. Al Bienstock. The meeting adjourned at 12:24pm.

CUMBERLAND-DAUPHIN-HARRISBURG TRANSIT AUTHORITY
901 N. Cameron Street, Harrisburg, PA 17101

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Richard Kotz", written over a horizontal line.

Richard Kotz
Secretary



To: Capital Area Transit Board Members
From: Brian Gillette, Accounting Manager
Date: January 25, 2021
Re: **December 2020 CAT Financial Report (Unaudited)**

Attached are Capital Area Transit’s (CAT) unaudited financial statements for the month of December 2020 and the year-to-date period ending December 31, 2020.

Items of Interests:

- CAT’s CARES funding total award is \$ 14,630,648, of which we have received \$11M.
- Local matches for the 1st quarter of 2021 were sent out: Cumberland County 97K: Dauphin County 109K: City of Harrisburg 92K.
- Fixed Route 2021/2020 YTD: Revenues: down 46%, Expenses: up 2%.
- Paratransit 2021/2020 YTD: Revenues: down 33%, Expenses: down 17 %
- Overtime numbers have decreased significantly for the past 2 months, since the payroll rules in the new contract have taken affect, and have become a contributing factor.
- December MTD/YTD Health Insurance Expenses

	<u>MTD Actual</u>	<u>YTD Actual</u>	<u>YTD Budget</u>
Gross Health Insurance	\$ 200,462	\$ 1,218,675	\$ 1,330,056
Employee Premium Copay	\$ 19,541	\$ 131,171	\$ 185,112
Net Health Insurance	\$ 180,921	\$ 1,087,503	\$ 1,144,944

- Overtime for December 2020 and YTD Period Ending December 31, 2020.

	December 2020		YTD	
	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
Operators	\$ 38,313	\$ 101,253	\$ 405,613	\$ 640,698
Operations	\$ 920	\$ 0	\$ 7,729	\$ 0
Maintenance	\$ 11,070	\$ 37,863	\$ 80,977	\$ 227,456
Admin.	\$ 87	\$ 0	\$ 354	\$ 0
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	\$ 50,390	\$ 139,116	\$ 494,673	\$ 868,154

Fixed Route Division – December 2020

YTD Passengers Served: Passengers/Vehicle Hour

	<u>Passengers</u>	<u>Revenue Vehicle Hours</u>	<u>Passengers Per Rev. Vehicle Hours</u>	<u>Change</u>
2021	489,919	70,897	6.91	-60.64%
2020	1,069,480	60,912	<u>17.56</u>	unfavorable
2023 Goal			19.01	

YTD Operating Expenditures: Operating Cost / Revenue Vehicle Hour

	<u>Operating Expense</u>	<u>Revenue Vehicle Hours</u>	<u>Operating Cost Per Rev. Vehicle Hours</u>	<u>Change</u>
2021	\$ 7,843,667	70,897	\$ 110.63	13.92%
2020	\$ 7,828,787	60,912	<u>\$ 128.53</u>	favorable
2023 Goal		Not to Exceed	\$ 154.61	

YTD Operating Revenue: Operating Revenue // Revenue Vehicle Hour

	<u>Operating Revenue</u>	<u>Revenue Vehicle Hours</u>	<u>Operating Rev. Per Rev. Vehicle Hours</u>	<u>Change</u>
2021	\$ 789,087	70,897	\$ 11.13	-53.73%
2020	\$ 1,465,136	60,912	<u>\$ 24.05</u>	unfavorable
2023 Goal			\$ 27.25	

YTD Operating Expense: Operating Cost / Passenger

	<u>Operating Expense</u>	<u>Passengers</u>	<u>Operating Cost Per Passenger</u>	<u>Change</u>
2020	\$ 7,843,667	489,919	\$ 16.01	-118.71%
2019	\$ 7,828,787	1,069,480	<u>\$ 7.32</u>	unfavorable
2023 Goal		Not to Exceed	\$ 8.13	

Paratransit Division – December 2020

Revenue

	<u>MTD</u>	<u>YTD</u>	<u>Change</u>
2021	\$ 179,147	\$ 1,239,743	-32.78%
2020	\$ 316,341	\$ 1,844,427	unfavorable

Expenses

	<u>MTD</u>	<u>YTD</u>	<u>Change</u>
2021	\$ 344,040	\$ 2,132,275	17.21%
2020	\$ 408,324	\$ 2,575,436	favorable

YTD Expenses are 24% favorable to budget by \$689K

**Capital Area Transit
Balance Sheet - Summary
As of December 2020**

	2021	2020
Assets		
Current Assets		
Cash	5,562,293	1,102,094
Investments	15,264	15,137
Accounts Receivable	566,761	644,595
Capital Grants Receivable	3,888,423	3,028,093
Op. Assist. & Planning Grants Receivable	-	32,683
Inventory	398,994	410,250
Prepays	246,206	512,000
Total Current Assets	10,677,940	5,744,851
Capital Assets		
Fixed Assets	57,671,052	60,626,060
Accumulated Depreciation	(34,316,380)	(36,178,959)
Net Capital Assets	23,354,672	24,447,101
Other Assets	75,915	75,915
Total Assets	34,108,527	30,267,867
Liabilities		
Current Liabilities		
Accounts Payable	966,227	923,491
Accrued Wages & Payroll-Related Accruals	311,506	638,598
Payroll Withholdings - Taxes	11,854	8,248
Short-Term Debt & Accrued Interest	0	2,233,624
Accrued Expenses	591,704	558,113
Advances for Working Capital	630,099	677,367
Deferred Operating & Capital Grants	8,272,889	826,164
Total Current Liabilities	10,784,280	5,865,605
Long-Term Liabilities	340,786	316,414
Total Liabilities	11,125,066	6,182,018
Net Position	22,983,462	24,085,848
Total Liab, Total Def Inflow & Net Position	34,108,527	30,267,867

Capital Area Transit
Income Statement - Combined
For the Period Ending December 2020

	Fiscal Year 2021				Fiscal Year 2020	
	PTD		YTD		PTD	YTD
	Actual	Budget	Actual	Budget	Actual	Actual
Revenue						
Passenger Revenue	90,986	168,926	781,393	1,092,801	211,187	1,499,432
Other Revenue	180,546	219,964	1,247,435	1,423,236	319,830	1,810,132
Total Revenue	271,532	388,890	2,028,828	2,516,037	531,017	3,309,564
Expenses						
Labor						
Labor - Operators	469,052	543,228	2,977,709	3,447,823	468,755	3,021,543
Labor - Operations Support	67,673	80,329	505,347	519,089	71,145	480,699
Labor - Maintenance	118,341	152,412	813,025	966,721	141,639	879,926
Labor - Administrative	40,471	48,136	258,879	307,373	35,682	233,899
Labor - Health Insurance	180,920.60	199,509	1,087,503	1,197,054	160,792	1,041,114
Labor - Other Fringes	269,349	269,919	1,609,237	1,795,477	251,441	1,641,273
Total Labor	1,145,807	1,293,533	7,251,700	8,233,537	1,129,454	7,298,454
Services	85,602	83,969	501,262	503,814	94,307	440,230
Fuel	85,787	113,950	568,796	727,118	94,484	664,264
Tires & Tubes	5,644	12,153	37,973	77,889	23,345	68,609
Materials & Supplies	47,718	73,936	347,302	466,113	61,122	384,363
Utilities	30,604	35,982	145,759	164,732	27,392	143,910
Casualty & Liability	44,768	48,004	270,682	288,024	45,156	276,085
Taxes	1,887	103	2,388	743	104	808
Purchase of Service	147,454	196,230	819,251	1,192,313	177,949	1,075,145
Miscellaneous	4,821	7,631	15,462	45,786	1,037	13,007
Marketing & Promotion	2,788	4,583	12,814	27,498	-	6,330
Interest	-	833	75	4,998	7,637	30,537
Leases & Rentals	413	425	2,475	2,550	413	2,475
Total Expenses	1,603,293	1,871,332	9,975,939	11,735,115	1,662,399	10,404,215
Surplus (Deficit)	(1,331,761)	(1,482,442)	(7,947,111)	(9,219,078)	(1,131,382)	(7,094,651)
Subsidy						
Local Subsidy	89,897	89,892	574,365	539,352	92,679	547,919
State Subsidy	-	-	-	-	698,186	4,417,210
Federal Subsidy	1,241,864	1,392,550	7,372,746	8,679,726	340,518	2,129,523
Total Subsidy	1,331,761	1,482,442	7,947,111	9,219,078	1,131,382	7,094,651
Difference	0	-	0	-	-	-

Capital Area Transit
Income Statement Summary - Fixed Route
For the Period Ending December 2020

	Fiscal Year 2021			Fiscal Year 2020			
	PTD	YTD		PTD	YTD		
		Actual	Budget		Actual	Budget	Actual
Revenue							
Passenger Fares	81,523	152,054	719,611	971,361	1,919,426	192,929	1,384,651
Other Revenue	10,863	11,397	69,474	70,953	140,002	21,747	80,485
Total Revenue	92,386	163,451	789,085	1,042,314	2,059,428	214,676	1,465,137
Expenses							
Labor							
Labor - Operators	429,270	475,370	2,688,925	2,959,422	5,839,350	412,891	2,639,317
Labor - Operations Support	48,385	60,780	347,050	378,388	746,611	50,108	347,930
Labor - Maintenance	101,904	134,016	685,938	834,316	1,646,223	118,924	718,708
Labor - Administrative	33,235	40,212	212,595	250,343	493,962	29,302	192,081
Labor - Health Insurance	142,422	151,789	866,278	910,734	2,023,856	121,277	793,340
Labor - Other Fringes	224,013	225,981	1,343,772	1,497,123	3,386,279	208,774	1,355,903
Total Labor	979,230	1,088,148	6,144,559	6,830,326	14,136,281	941,276	6,047,280
Services	69,204	72,739	428,667	436,434	872,864	85,691	394,926
Fuel	75,179	96,199	480,587	598,614	1,179,668	79,447	542,200
Tires & Tubes	5,644	9,929	34,600	61,787	121,761	15,137	49,867
Materials & Supplies	43,179	64,106	298,470	397,311	784,241	50,977	325,056
Utilities	21,513	25,387	100,491	114,150	235,725	19,104	99,668
Casualty & Liability	30,626	32,735	184,290	196,410	392,825	30,679	187,692
Taxes	-	-	-	-	-	-	-
Purchase of Service	27,926	36,135	144,493	210,366	395,996	23,712	136,522
Miscellaneous	3,551	5,588	12,152	33,528	67,052	728	9,124
Marketing & Promotion	2,788	4,583	12,814	27,498	55,000	-	6,330
Interest	-	752	68	4,512	9,028	6,912	27,639
Leases & Rentals	413	425	2,475	2,550	5,100	413	2,475
Total Expenses	1,259,253	1,436,726	7,843,665	8,913,486	18,255,541	1,254,075	7,828,778
Surplus (Deficit)	(1,166,867)	(1,273,275)	(7,054,580)	(7,871,172)	(16,196,113)	(1,039,399)	(6,363,641)
Subsidy							
Local Subsidy	89,897	89,892	574,365	539,352	1,094,825	92,679	547,919
State Subsidy	-	-	-	-	6,764,753	698,186	4,417,210
Federal Subsidy	1,076,971	1,183,383	6,480,215	7,331,820	8,336,535	248,534	1,398,513
Total Subsidy	1,166,868	1,273,275	7,054,580	7,871,172	16,196,113	1,039,399	6,363,641
Difference	0	-	0	-	-	-	-

Capital Area Transit
Income Statement Summary - Paratransit
For the Period Ending December 2020

	Fiscal Year 2021						Fiscal Year 2020	
	PTD		YTD		Annual Budget	YTD		
	Actual	Budget	Actual	Budget		Actual	Actual	
Revenue								
Passenger Fares	9,463	16,872	61,782	121,440	228,999	18,257	114,781	
Other Revenue	169,683	208,567	1,177,961	1,352,283	2,670,804	298,083	1,729,646	
Total Revenue	179,147	225,439	1,239,743	1,473,723	2,899,803	316,341	1,844,427	
Expenses								
Labor								
Labor - Operators	39,782	67,858	288,784	488,401	920,969	55,864	382,226	
Labor - Operations Support	19,288	19,549	158,297	140,701	265,317	21,037	132,769	
Labor - Maintenance	16,437	18,396	127,087	132,405	249,676	22,715	161,218	
Labor - Administrative	7,236	7,924	46,283	57,030	107,540	6,379	41,817	
Labor - Health Insurance	38,499	47,720	221,225	286,320	636,257	39,515	247,774	
Labor - Other Fringes	45,336	43,938	265,465	298,354	664,803	42,667	285,370	
Total Labor	166,577	205,385	1,107,141	1,403,211	2,844,562	188,177	1,251,174	
Services	16,398	11,230	72,595	67,380	134,762	8,617	45,303	
Fuel	10,608	17,751	88,208	128,504	244,200	15,038	122,064	
Tires & Tubes	-	2,224	3,373	16,102	30,600	8,208	18,742	
Materials & Supplies	4,539	9,830	48,833	68,802	131,884	10,146	59,307	
Utilities	9,091	10,595	45,268	50,582	103,698	8,288	44,242	
Casualty & Liability	14,142	15,269	86,392	91,614	183,218	14,476	88,393	
Taxes	1,887	103	2,388	743	1,411	104	808	
Purchase of Service	119,528	160,095	674,758	981,947	1,969,140	154,237	938,623	
Miscellaneous	1,270	2,043	3,311	12,258	24,518	310	3,883	
Interest	-	81	7	486	972	725	2,898	
Leases & Rentals	-	-	-	-	-	-	-	
Total Expenses	344,040	434,606	2,132,274	2,821,629	5,668,965	408,324	2,575,437	
Surplus (Deficit)	(164,893)	(209,167)	(892,531)	(1,347,906)	(2,769,162)	(91,984)	(731,010)	
Subsidy								
Local Subsidy	-	-	-	-	-	-	-	
State Subsidy	-	-	-	-	-	-	-	
Federal Subsidy	164,893	209,167	892,531	1,347,906	2,769,162	91,984	731,010	
Total Subsidy	164,893	209,167	892,531	1,347,906	2,769,162	91,984	731,010	
Difference	-	-	-	-	-	-	-	

**RESOLUTION NO. 2102
AWARDING MAINTENANCE SHOP UNIFORM RENTAL CONTRACT**

WHEREAS, The Cumberland-Dauphin-Harrisburg Transit Authority (CAT) desires to establish a contract for the maintenance shop uniform rental for the period of five (5) years, and,

WHEREAS, CAT's current maintenance shop uniform rental contract expires on February 28, 2021, and,

WHEREAS, CAT publicly advertised an IFB in accordance with all required Federal and State purchasing requirements, and,

WHEREAS, award of the contract is based on the responsive and responsible low bidder whose bid conforms to the specification document and award is based on the total projected cost of the contract throughout the entire five (5) year term, and,

WHEREAS, bids were received from: Ace Uniform Services, Inc., Cintas, CVR Uniforms, and Unifirst Corporation, and,

WHEREAS, the responsive and responsible low bidder is Unifirst Corporation, and,

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of The Cumberland-Dauphin-Harrisburg Transit Authority that a contract be awarded to Unifirst Corporation for a five (5) year contract with a projected cost of \$43,004.52.

CERTIFICATION OF OFFICERS

OF

CUMBERLAND-DAUPHIN-HARRISBURG TRANSIT AUTHORITY

I certify that the foregoing is a sound and true copy of a Resolution adopted at a legally convened meeting of the Cumberland-Dauphin-Harrisburg Transit Authority Board Members held on January 28, 2021.

Richard Kotz
Secretary

attest: _____
Eric Bugaile
Chairman

**RESOLUTION NO. 2102
AWARDING MAINTENANCE SHOP UNIFORM RENTAL CONTRACT
FACT SHEET**

- An IFB for the Maintenance Shop Rental Uniform contract was advertised on 11/20/2020.
- The term of this IFB is for five (5) years.
- Award of contract is based on the responsive and responsible low bidder whose bid conforms to the specification documents. Award is based on the total projected cost of the contract throughout the entire five (5) year term.
- Subsequently (6) bidding documents were sent out.
- Bids were due on 1/21/2021, four (4) bids were received.
- The award of the contract scheduled for 1/28/2021, notice to proceed 2/2/2021 and contract start date is 3/1/2021.

Bidder	Responsive	Total Projected Cost-5 Years
Ace Uniform Services, Inc.	Yes	\$43,617.60
Cintas	Yes	\$43,492.80
CVR Uniforms	Yes	\$52,000.00
Unifirst Corporation	Yes	\$43,004.52

Having reviewed all the bids thoroughly, staff recommends to the board that CAT award the contract to the responsive and responsible low bidder, UNIFIRST.

**RESOLUTION NO. 2102
AWARDING MAINTENANCE SHOP UNIFORM RENTAL CONTRACT**

WHEREAS, The Cumberland-Dauphin-Harrisburg Transit Authority (CAT) desires to establish a contract for the maintenance shop uniform rental for the period of five (5) years, and,

WHEREAS, CAT's current maintenance shop uniform rental contract expires on February 28, 2021, and,

WHEREAS, CAT publicly advertised an IFB in accordance with all required Federal and State purchasing requirements, and,

WHEREAS, award of the contract is based on the responsive and responsible low bidder whose bid conforms to the specification document and award is based on the total projected cost of the contract throughout the entire five (5) year term, and,

WHEREAS, bids were received from: Ace Uniform Services, Inc., Cintas, CVR Uniforms, and Unifirst Corporation, and,

WHEREAS, the responsive and responsible low bidder is Unifirst Corporation, and,

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of The Cumberland-Dauphin-Harrisburg Transit Authority that a contract be awarded to Unifirst Corporation for a five (5) year contract with a projected cost of \$43,004.52.

CERTIFICATION OF OFFICERS

OF

CUMBERLAND-DAUPHIN-HARRISBURG TRANSIT AUTHORITY

I certify that the foregoing is a sound and true copy of a Resolution adopted at a legally convened meeting of the Cumberland-Dauphin-Harrisburg Transit Authority Board Members held on January 28, 2021.

Richard Kotz
Secretary

attest: _____
Eric Bugaile
Chairman

**RESOLUTION NO. 2102
AWARDING MAINTENANCE SHOP UNIFORM RENTAL CONTRACT
FACT SHEET**

- An IFB for the Maintenance Shop Rental Uniform contract was advertised on 11/20/2020.
- The term of this IFB is for five (5) years.
- Award of contract is based on the responsive and responsible low bidder whose bid conforms to the specification documents. Award is based on the total projected cost of the contract throughout the entire five (5) year term.
- Subsequently (6) bidding documents were sent out.
- Bids were due on 1/21/2021, four (4) bids were received.
- The award of the contract scheduled for 1/28/2021, notice to proceed 2/2/2021 and contract start date is 3/1/2021.

Bidder	Responsive	Total Projected Cost-5 Years
Ace Uniform Services, Inc.	Yes	\$43,617.60
Cintas	Yes	\$43,492.80
CVR Uniforms	Yes	\$52,000.00
Unifirst Corporation	Yes	\$43,004.52

Having reviewed all the bids thoroughly, staff recommends to the board that CAT award the contract to the responsive and responsible low bidder, UNIFIRST.

**RESOLUTION NO. 2103
AUTHORIZING THE FILING OF A STATE CAPITAL GRANT APPLICATION AND CERTIFICATION OF
LOCAL MATCH**

The Board of Directors of the Cumberland-Dauphin-Harrisburg Transportation Authority resolves and certifies that the requested state amount of \$1,736,349 of Section 1514 state discretionary trust funds are requested for Fiscal Year 2020-2021 to help pay for projected capital costs, excluding asset maintenance, and that these funds will only be used for this purpose since these funds are ineligible to be used for operating costs. Any of these funds not used this Fiscal Year will be used only for capital assistance in a subsequent year.

Further, the Board of Directors of the Cumberland-Dauphin-Harrisburg Transit Authority resolves and certifies that in Fiscal Year 2020-2021 that the local cash matching funds of no less than \$57,866 will be provided to match the requested amount of Section 1514 state discretionary trust funds.

**CERTIFICATION OF OFFICERS
OF
CUMBERLAND-DAUPHIN-HARRISBURG TRANSIT AUTHORITY**

I certify that the foregoing is a sound and true copy of a Resolution adopted at a legally convened meeting of the Cumberland-Dauphin-Harrisburg Transit Authority Board Members held on January 28, 2021.

Richard Kotz
Secretary

attest: _____
Eric Bugaile
Chairman

RESOLUTION NO. 2103
AUTHORIZING THE FILING OF A STATE CAPITAL GRANT APPLICATION AND CERTIFICATION OF
LOCAL MATCH
Fact Sheet

- Annual certification of State capital funding request and associated matching local funds.
- This is based off of requested projects. PA DOT has noted approval for each of the following projects listed below.
- Capital Projects applied for are:

Capital Project	Total Amount	Federal Funds	State Funds	Local Funds
Token Transit Validators	\$ 202,000.00	\$ -	\$ 195,485.00	6,515.00
Bus Purchase (Fixed Route)	\$6,762,078.00	\$ 5,409,662.00	\$ 1,308,800.00	43,616.00
Communications Equipment	\$ 500,000.00	\$ 400,000.00	\$ 96,775.00	3,225.00
Office Equipment	\$ 250,000.00	\$ 199,999.00	\$ 48,388.00	1,613.00
Shop Equipment	\$ 290,000.00	\$ 231,999.00	\$ 56,130.00	1,871.00
Service Vehicle	\$ 31,797.00	\$ -	\$ 30,771.00	1,026.00
	\$8,035,875.00	\$ 6,241,660.00	\$ 1,736,349.00	\$ 57,866.00

**RESOLUTION NO. 2104
AWARDING BUS LINE RESIDENT INSPECTION SERVICES CONTRACT**

WHEREAS, The Cumberland-Dauphin-Harrisburg Transit Authority (CAT) desires to establish a contract for bus line resident inspection services, and,

WHEREAS, the scope of the project is to perform production line inspections and reporting services for fifteen (15) Gillig buses, and,

WHEREAS, CAT publicly advertised an IFB in accordance with all required Federal and State purchasing requirements, and,

WHEREAS, bid was received from First Transit, and,

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of The Cumberland-Dauphin-Harrisburg Transit Authority that a contract be awarded to First Transit with a projected cost of \$14,940.00.

CERTIFICATION OF OFFICERS

OF

CUMBERLAND-DAUPHIN-HARRISBURG TRANSIT AUTHORITY

I certify that the foregoing is a sound and true copy of a Resolution adopted at a legally convened meeting of the Cumberland-Dauphin-Harrisburg Transit Authority Board Members held on January 28, 2021.

Richard Kotz
Secretary

attest: _____
Eric Bugaile
Chairman

**RESOLUTION NO. 2104
AWARDING BUS LINE RESIDENT INSPECTION SERVICES CONTRACT
FACT SHEET**

- An IFB for the Bus Line Resident Inspection Services contract was advertised on 12/21/2020.
- The scope of the project is to perform production line inspections and reporting services for the (15) Gillig buses going into production on 2/15/2021.
- Subsequently three bidding documents were sent out.
- Bids were due on 1/22/21, one (1) bid was received.
- The award of the contract is scheduled for 1/28/2021, notice to proceed 2/2/2020 and contract start date is 2/16/2021.

Bidder	Responsive	Total Project Cost-15 Buses
First Transit	Yes	\$14,940.00

Staff have reviewed the bid thoroughly and recommends to the board that CAT award the contract to the only bidder, First Transit.

RESOLUTION NO. 1916

ADOPTING THE PROPOSED FARE INCREASE

WHEREAS, Cumberland-Dauphin-Harrisburg Transit Authority (CAT) has an unfunded budget deficit of \$1.8M for the FY 2019-2020 year, and

WHEREAS, CAT has initiated the CAT 20/20 plan, a plan to move the Authority towards a balanced budget, and

WHEREAS, ACT 89 requires transit systems to evaluate and adjust in relation to inflation, and

WHEREAS, CAT has prepared a fare increase that supports the CAT 20/20 Plan,

WHEREAS, CAT has conducted extensive outreach as outlined in our Public Participation Plan, comments were collected and evaluated, modifications were made, and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Cumberland-Dauphin-Harrisburg Transit Authority adopt the adjusted three year fare proposal, which includes a \$0.05 increase to the base fare for year one and for year three of the plan.

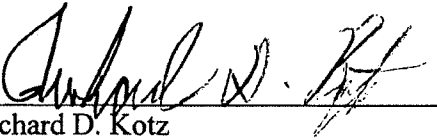
NOW, THEREFORE, BE IT FURTHER RESOLVED, by the Board of Directors of the Cumberland-Dauphin-Harrisburg Transit Authority that the fare proposal will become effective on November 3, 2019.

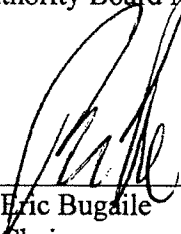
CERTIFICATION OF OFFICERS

OF

CUMBERLAND-DAUPHIN-HARRISBURG TRANSIT AUTHORITY

I certify that the foregoing is a sound and true copy of a Resolution adopted at a legally convened meeting of the Cumberland-Dauphin-Harrisburg Transit Authority Board Members held on September 26, 2019.


Richard D. Kotz
Secretary

attest: 
Eric Bugaile
Chairman

RESOLUTION NO. 1917

Fact Sheet 1 of 2



FIXED ROUTE FARE TYPE	PROPOSED FARES			
	CURRENT	2019	2020	2021
Local Fare NEW	—	\$1.80	\$1.80	\$1.85
Half Fare	—	\$0.90	\$0.90	\$0.90
Commuter Fare NEW	—	\$2.75	\$2.75	\$2.80
Half Fare	—	\$1.35	\$1.35	\$1.40
Transfer Fare	\$0.25	\$0.25	\$0.25	\$0.25
Transfer from Local Route to Commuter Route NEW	—	\$0.95	\$0.95	\$0.95
Zone 1 Base Fare	\$1.75	—	—	—
Half Fare	\$0.85	—	—	—
Zone 2 Base Fare	\$2.35	—	—	—
Half Fare	\$1.15	—	—	—
Zone 3 Base Fare	\$2.95	—	—	—
Half Fare	\$1.45	—	—	—
Zone Fare	\$0.60	—	—	—
Local 11-Ride Pass NEW	—	\$17.50	\$17.50	\$18.00
Commuter 11-Ride Pass NEW	—	\$27.50	\$27.50	\$28.00
Local 20-Ride Reduced Fare Pass NEW	—	\$18.00	\$18.00	\$18.50
Commuter 20-Ride Reduced Fare Pass NEW	—	\$27.50	\$27.50	\$28.00
11-Ride Ticket, Zone 1	\$16.50	—	—	—
11-Ride Ticket, Zone 2	\$22.00	—	—	—
11-Ride Ticket, Zone 3	\$28.00	—	—	—
20-Ride Reduced Fare, Zone 1	\$17.50	—	—	—
Local 1-Day Pass NEW	—	\$5.00	\$5.00	\$5.25
Local 7-Day Pass NEW	—	\$20.00	\$20.00	\$20.50
Local 31-Day Pass NEW	—	\$49.00	\$49.00	\$51.00
Commuter 31-Day Pass NEW	—	\$77.00	\$77.00	\$79.00
Monthly Pass, Zone 1, includes transfers	\$49.00	—	—	—
Monthly Pass, Zone 2, includes transfers	\$70.00	—	—	—
Monthly Pass, Zone 3, includes transfers	\$87.00	—	—	—
Local 7-Day Student K-12, includes transfers* NEW	—	\$12.50	\$12.50	\$13.00
Local 31-Day Student K-12, includes transfers* NEW	\$35.00	\$35.00	\$35.00	\$35.50
Student Single Ride Ticket K-12, ID Required* NEW	—	\$1.25	\$1.25	\$1.25
Student Base Fare K-12, All Zones, ID Required	\$1.25	—	—	—
Student Transfer K-12, All Zones, ID Required	\$0.25	—	—	—
Reduced Transit Replacement ID Card*	\$10.00	\$10.00	\$10.00	\$10.00
Senior Citizen Replacement ID Card*	\$10.00	\$10.00	\$10.00	\$10.00
ADA Local Fare	\$3.50	\$3.60	\$3.60	\$3.70
Shippensburg Raider Transit	\$1.25	\$1.30	\$1.30	\$1.35
Shippensburg Raider Transit Half Fare	\$0.60	\$0.65	\$0.65	\$0.65
Transfer from Shippensburg Raider Transit to Commuter Route	—	\$1.45	\$1.45	\$1.45

*Only available at Cameron Street or Strawberry Square Offices.
Children under 3'8" (44 inches) ride free when accompanied by a fare paying passenger. When boarding the bus, please see the designated measurement zone at the driver's area.

SHARED RIDE TRIP DISTANCE	CURRENT FULL	CURRENT 15% COPAY	PROPOSED FULL	PROPOSED 15% COPAY
	0-3.9 miles	\$15.00	\$2.25	\$19.00
4-6.9 miles	\$20.00	\$3.00	\$24.25	\$3.65
7-10.9 miles	\$25.00	\$3.75	\$29.25	\$4.40
11-14.9 miles	\$30.00	\$4.50	\$34.25	\$5.15
15-18.9 miles	\$35.00	\$5.25	\$39.25	\$5.90
19+ miles	\$40.00	\$6.00	\$44.25	\$6.65

PROPOSED FARE STRUCTURE