

SRTA

SUSQUEHANNA REGIONAL TRANSPORTATION AUTHORITY

DATE: June 30, 2022

TIME: 10:00 AM

PLACE: 901 North Cameron Street, Harrisburg, PA 17101

PURPOSE: JUNE 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 May 26, 2022 (Pages 3-7)
5. Communications
6. YAMPO Transit Committee
7. Treasurer's Report (Pages 8-12)
8. Resolutions
 - A. RESOLUTION 2229 – AWARD OF LEASE CONTRACT FOR TRANSIT VEHICLE TIRES (Pages 13-14)
 - B. RESOLUTION 2230 – AUTHORIZATION TO PROCURE MICROTRANSIT VANS BY EXERCISING OUR OPTIONS ON THE CURRENT STATEWIDE CONTRACT (Page 15)
 - C. RESOLUTION 2231 – AUTHORIZING THE FILING OF A STATE CAPITAL GRANT APPLICATION AND CERTIFICATION OF LOCAL MATCH (Pages 16-17)
 - D. RESOLUTION 2232 – AUTHORIZING A CHANGE ORDER TO VIA MOBILITY CONTRACT – CHAMBERSBURG MICROTRANSIT PILOT (Pages 18-19)
9. Old Business
10. New Business
11. Future Procurements (Page 20)
12. Staff Report

13. Adjournment

**Next Meeting:
Thursday, July 30, 2022
415 N. Zarfoss Drive
York, PA 17404**

SRTA
SUSQUEHANNA REGIONAL TRANSPORTATION AUTHORITY

MINUTES OF SRTA BOARD MEETING

May 26, 2022

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

Administrative Staff Members present were Richard Farr, Executive Director; Christopher Zdanis, Chief Operating Officer - Harrisburg; Trevor Manahan, Chief Operating Officer – York; Jenna Reedy, Chief of Staff; Jamie Leonard, Chief Human Resources Officer; Stephen Baldwin, Chief Financial Officer; Bonnie Stine, Senior Data Manager; Jonathan Brouse, Transit Planner; Cory Matthews, IT Manager; Richard Trout, Safety, Security and Training Officer; Brian Gillette, Controller; David Juba, Planning Manager; Nicole Hansen, Human Resources Business Partner – Labor Relations; Sherry Welsh, Senior Project Manager/rabbitcares Administrator.

CALL TO ORDER

The April 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

No changes or modifications to the agenda.

PUBLIC COMMENT

No public comment.

APPROVAL OF MINUTES

Motion to approve the April 28, 2022, meeting minutes was raised by Kirk Stoner, seconded by Eric Bugaile, and passed unanimously.

COMMUNICATIONS

A letter from Dauphin County was presented to the Board. This letter advised of no findings or recommendations from the monitoring review of the Medical Assistance Transportation Program (MATP) which was conducted on April 14, 2022.

YAMPO TRANSIT COMMITTEE

There was no YAMPO Transit Committee business.

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TREASURER'S REPORT

Keith Martin presented the April 2022 Financial Statement and Statistical Notes. Keith Martin noted the addition of a graph under ridership, which compares FY2022, FY2021 and FY2020 Paratransit Trips. Keith Martin requested feedback from the Board on any additional information they would like to see and/or any recommendations on format changes.

Keith Martin deferred to Stephen Baldwin for details on the April 2022 Financial Statement and Statistical Notes. Stephen Baldwin noted the following highlights from the report:

- RIDERSHIP- Year to date Fixed Route ridership appears to be stagnant. Year to Date through the end of April is running only 4% above last year and remains 54% of pre-COVID ridership. Year to date Paratransit ridership continues to see improvement. Paratransit is 28% above the previous year and at 71% of pre-COVID ridership. Commuter Express rose to 66% above last year, but remained at 30% of pre-COVID levels. In the month of April, Microtransit continued its growth in the newly established Microtransit North operation, which adds to the continuing strong performance of the Microtransit South operation. Year to date, Microtransit South ridership is 41% above last year.
- REVENUE- Year to date revenue is 13% or \$1.8 million higher than budget. This is \$2.7 million or 21% above the same time last year. Current period, operating revenues were 11% over budget.
- EXPENSES- Year to date total expenses are \$2.7 million or 6% better than budget. In the current period, total expenses are \$88,000 or 2% higher than budget.
- SUBSIDY- Year to date the Authorities have been able to defer the use of \$4.7 million of budgeted subsidy grant funding for future use. In the current period, the Authorities added \$79,000 to the balance of budgeted subsidy grant funding for future use.
- RESERVES- SRTA currently has 124 days of cash on hand. The Authority's goal is to have 180 days of reserves.
- CAPITAL EXPENDITURES- There was one capital expenditure for the month, totaling over \$50,000, which is the Zarfoss roof.

Keith Martin concluded the Treasurer's report by noting the recent influx in fuel, especially in the Northern tier. Stephen Baldwin added we are above budget on this line item, which is driven by purchasing of fuel at the pump.

RESOLUTIONS

RESOLUTION 2221 – ADOPTION OF SRTA MANAGEMENT OF RABBITCARES

Motion to approve was raised by Keith Martin, seconded by Richard Kotz, and passed unanimously.

Richard Farr gave a brief overview of the rabbitcares program.

RESOLUTION 2222– AUTHORIZING DAUPHIN MOBILE VEHICLE LIFT REPLACEMENT

Motion to approve was raised by LaToya Belamy, seconded by Kirk Stoner, and passed unanimously.

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RESOLUTION 2223 – CONTRACT AWARD FOR SECURITY STAFFING

Motion to approve was raised by Richard Kotz, seconded by Eric Bugaile, and passed unanimously.

Thomas Wilson noted his concern with cash flow as it relates to the hiring of security staff, however, he has no objections at this time. Richard Farr confirmed as of right now, this is only for security staffing at the King Street Station. Per Richard Trout, reports will be received from Schaad on any and all incidents which occur.

RESOLUTION 2224 – ADOPTION OF THE TRANSIT ASSET MANAGEMENT PLAN POLICY STATEMENT

Motion to approve was raised by Eric Bugaile, seconded by LaToya Bellamy, and passed unanimously.

RESOLUTION 2225 – APPROVAL AND RECOMMENDATION OF PERFORMANCE TARGETS TO PLANNING PARTNERS

Motion to approve was raised by Keith Martin, seconded by Kirk Stoner, and passed unanimously.

RESOLUTION 2226 – APPROVAL TO ADVANCE THE PURCHASE OF THE GOODWILL PROPERTY

Motion to approve was raised by Eric Bugaile, seconded by Richard Kotz, and passed unanimously.

Richard Farr explained this resolution is for the purchase of the Goodwill property to the south of the current Cameron Street property all the way down to the property which is owned by the state. This will be purchased in a two phase process and will be used for our immediate needs such as parking and additional office space. With the pace in which the process is moving, Richard Farr expects that everything should be completed and we would have a ribbon cutting within the next 3 years. Richard Farr noted existing flood plain issues but states the engineers aren't concerned with this. Future use of this location would be for a new transfer center. Jill Nagy reviewed upcoming legal steps that are needed in the purchasing process as outlined in the resolution. It is expected if things continue to move along smoothly, that we could own the property by August.

RESOLUTION 2227 – AWARD OF CONTRACTS FOR PROCUREMENT OF JANITORIAL AND OFFICE SUPPLIES

Motion to approve was raised by Keith Martin, seconded by Scott Wyland, and passed unanimously.

RESOLUTION 2228 – APPROVAL TO EXECUTE A ONE YEAR RIGHT OF WAY AGREEMENT WITH LUMEN ON THE CUMBERLAND VALLEY RAILROAD BRIDGE

Motion to approve was raised by Eric Bugaile, seconded by Kirk Stoner, and passed unanimously.

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OLD BUSINESS

No old business.

NEW BUSINESS

The Strategic Plan was reviewed at a high level by Richard Farr. Strategic priority areas of the plan include the themes: people first, customer experience, excellence in operations and agility and the future of transportation.

Richard Farr transitioned into reviewing the Management Work Plan, which highlights the objectives identified in the Strategic Plan in greater detail. Richard Farr noted that a big area of focus will be the creation of an internal Diversity Council, which will inform practices and policies of the Authority. Also noted was the emphasis on talent and how we can attract and maintain employees as well as strategies for continued Board development. Additional strategies within the Management Work Plan include cybersecurity awareness, an IT investment plan, mobility initiatives, modernization of fare collection and a fare abatement initiative as well as the continued expansion of Microtransit.

Richard Farr deferred to Stephen Baldwin for the presentation of the proposed 2023 budget, an integral part of the Work Plan. Stephen Baldwin first reviewed the economic context that informed the preparation of the budget. He indicated that the Authority needed to prepare for the possibility that the economy could enter a recession by mid-year and could experience inflationary rates as high as 8.5-12% during the year. This causes the need to have a plan in place that accommodates large cost increases in a recessionary economy. Stephen Baldwin reviewed other assumptions made in the budget, which include service restoration approximating 15%, strong Microtransit growth and two new initiatives, which are the Inter City Bus Management Project and Geisinger and UPMC Transportation coordination efforts. Budget achievements include being able to fully support the Management Work Plan, maintaining targeted reserves, accommodating service restorations and the new initiatives while current year operating grants exceed expenses. Stephen Baldwin went on to review the key numbers within the proposed 2023 budget. Key metrics include an increase in total expenses of 17.8% and an increase in subsidy usage of 3.2% while 2023 Operating Grants exceed needed subsidy by \$625,000. Stephen Baldwin reviewed in detail the items within the budget, which drive the increase in expenses. These items include increases in wages, benefits, services, fuel, purchased transportation, leases, pass through expenses, training and staff development.

RESOLUTION 2229 – ADOPTING THE MANAGEMENT WORK PLAN FOR FISCAL YEAR 2022/2023

Motion to approve was raised by Scott Wyland, seconded by Keith Martin, and passed unanimously.

FUTURE PROCUREMENTS

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

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STAFF REPORT

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

- Kick-off meetings are underway with the engineers for the new Harrisburg facility.
- A meeting was held with PennDOT and Franklin County Commissioners about Microtransit for Chambersburg. They have passed the resolution for the local match so this is now moving forward.
- Currently working on a Harrisburg Employee Relations Plan.

ADJOURNMENT

The next scheduled Board of Directors meeting will take place on June 30, 2022, at 10:00 AM at 901 N. Cameron Street, Harrisburg, PA.

The meeting adjourned at 11:43 AM.

Respectfully Submitted,



Richard Kotz
Secretary

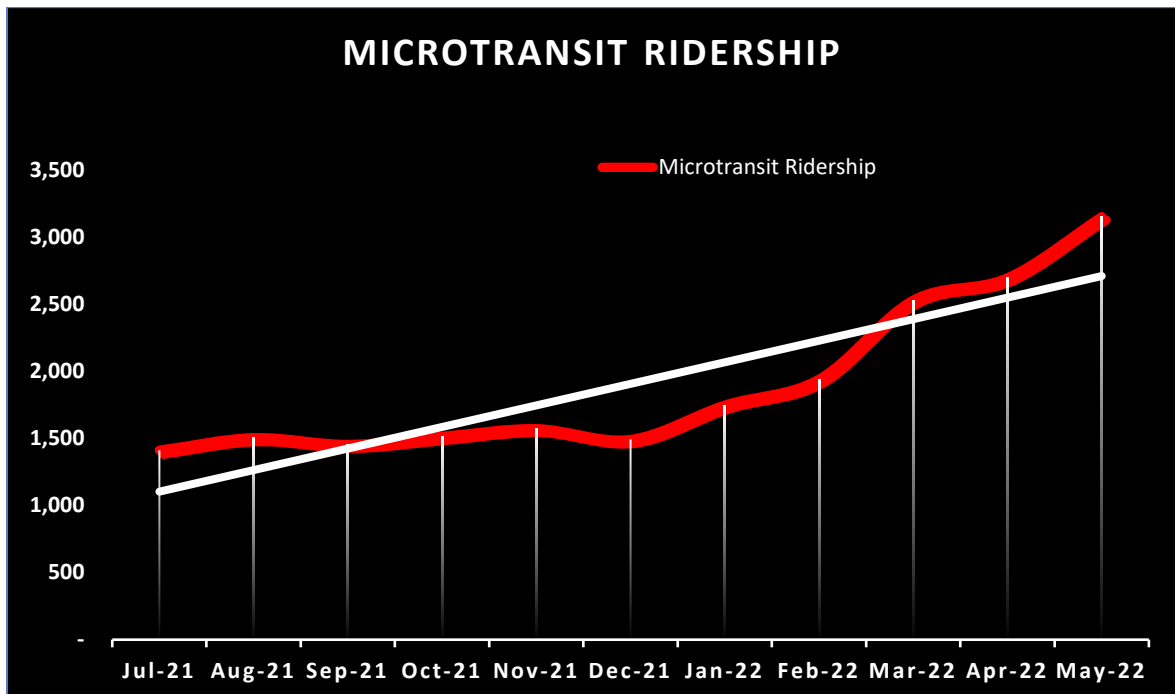
SUSQUEHANNA REGIONAL TRANSPORTATION AUTHORITY

Financial Statement & Statistical Notes for May 2022

- The financial statements, enclosed with these notes, are as of May 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. May is the eleventh month 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

- With the exception of Microtransit ridership, which continues to increase rapidly, Year to date comparisons to the prior year and to pre-covid levels were materially the same as last month:
 - Fixed Route ran 5% above last year and remains at 54 % of pre-Covid ridership
 - Paratransit was 25% above the previous year at 71% of pre-Covid ridership levels.
 - Commuter Express rose to 70% above last year (YTD) but only 31% of pre-Covid levels
 - In the Month of May, Microtransit, however, reaching a monthly ridership that was double its level at the beginning of the fiscal year as the Microtransit North operation added to the continuing strong performance of the Microtransit South operation, increasing year to date ridership and reaching a ridership level that is 52% above last year. A graph of this growth trend is presented below.



Revenue

- Year to Date Operating revenue is 14% or \$2.2 million higher than budget. This is \$3.2 million or 23% above same time last year.
- Current period Operating revenues beat budget by 24%.

Expenses

- Year to Date Total Expenses are \$2.9 million or 6% better than budget
- In the current period, Total Expenses beat budget by \$129 thousand or 3% due to lower labor costs than budgeted.

Reserves

- SRTA currently has 154 days of cash on hand.
- The Authority's target is to have reserves of 180 days.

Paratransit Division Performance

Division	REE/(EER)*
All Paratransit Services	(1,953,109)
York/Adams	(1,629,800)
Perry	(70,106)
Montour	69,405
Union/Snyder	(227,197)
Columbia	273,098
Cumberland	351,672
Northumberland	354,973
Franklin	2,921
CDH	(1,078,075)

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

- There are no draws on the organization's lines of credit.
- Capital expenditures over \$50,000 for the month were:
 - York Transfer Center - \$200,432
 - Back-up Server- \$59,420
 - Vehicles- \$125,760

**Susquehanna Regional Transportation Authority
Income Statement**

For The Period Ended May 31, 2022

	Period To Date		Year To Date		Budget Variance	Year To Date 31, 2021	May
	Actual	Current Budget	Actual	Current Budget			
REVENUE							
Operating Revenue	\$ 1,705,067	\$ 1,373,064	\$ 17,238,069	\$ 15,072,283	\$ 2,165,786	\$ 14,044,195	
Grant/Contract Inc	\$ 1,972,675	\$ 3,126,351	\$ 25,243,542	\$ 34,951,335	\$ (9,707,792)	\$ 27,688,359	
TOTAL REVENUE	\$ 3,677,742	\$ 4,499,415	\$ 42,481,611	\$ 50,023,617	\$ (7,542,006)	\$ 41,732,555	
Wages	\$ 1,860,315	\$ 2,009,238	\$ 20,209,593	\$ 21,835,663	\$ 1,626,069	\$ 19,133,922	
Benefits	\$ 1,119,086	\$ 1,265,756	\$ 12,660,586	\$ 14,789,908	\$ 2,129,321	\$ 12,359,051	
Services	\$ 278,487	\$ 242,904	\$ 2,963,198	\$ 2,671,924	\$ (291,274)	\$ 2,122,653	
Fuel	\$ 400,257	\$ 284,983	\$ 3,568,501	\$ 3,113,782	\$ (454,720)	\$ 2,751,253	
Tires	\$ 19,615	\$ 26,490	\$ 237,603	\$ 289,003	\$ 51,401	\$ 209,207	
Materials and Supp	\$ 112,316	\$ 126,226	\$ 1,462,383	\$ 1,377,260	\$ (85,123)	\$ 1,336,806	
Utilities	\$ 74,360	\$ 82,728	\$ 1,048,491	\$ 910,011	\$ (138,480)	\$ 845,215	
Casualty and Liabili	\$ 99,528	\$ 124,108	\$ 1,013,660	\$ 1,365,212	\$ 351,551	\$ 1,305,225	
Purchased Transpo	\$ 297,265	\$ 259,238	\$ 3,157,067	\$ 2,815,737	\$ (341,331)	\$ 2,337,540	
Miscellaneous Expi	\$ 38,505	\$ 27,861	\$ 273,160	\$ 306,451	\$ 33,291	\$ 186,733	
Leases and Rentals	\$ 10,915	\$ 11,630	\$ 95,216	\$ 127,930	\$ 32,714	\$ 90,476	
Passed Through Ex	\$ 46,580	\$ 25,000	\$ 322,508	\$ 275,000	\$ (47,508)	\$ 242,479	
TOTAL EXPENSES	\$ 4,357,229	\$ 4,486,164	\$ 47,011,967	\$ 49,877,879	\$ 2,865,912	\$ 42,920,560	
TOTAL NON OPERATING GRANT INCOME **	\$ -	\$ -	\$ 523,481	\$ -	\$ (523,481)	\$ 369,440	
TOTAL NON OPERATING GRANT EXPENSES **	\$ -	\$ -	\$ 523,481	\$ -	\$ (523,481)	\$ 369,440	
REE/(EER)	\$ (679,487)	\$ 13,251	\$ (4,530,357)	\$ 145,738	\$ (4,676,095)	\$ (260,442)	
CAPITAL REVENUES AND EXPENSES							
Capital Grant Income/(Refund)	\$ 338,163	\$ -	\$ 5,852,011	\$ -	\$ -	\$ 3,472,990	
TOTAL CAPITAL REVENUES AND EXPENSES	\$ 338,163	\$ -	\$ 5,852,011	\$ -	\$ -	\$ 3,472,990	
REE/(EER)	\$ (341,324)	\$ 13,251	\$ 1,321,654	\$ 145,738	\$ -	\$ 2,284,985	
NET REE/(EER)	\$ (341,324)	\$ 13,251	\$ 1,321,654	\$ 145,738	\$ -	\$ 2,284,985	

**FindMyRide, CAT TA

**Susquehanna Regional Transportation Authority
Balance Sheet**

As of May 31, 2022

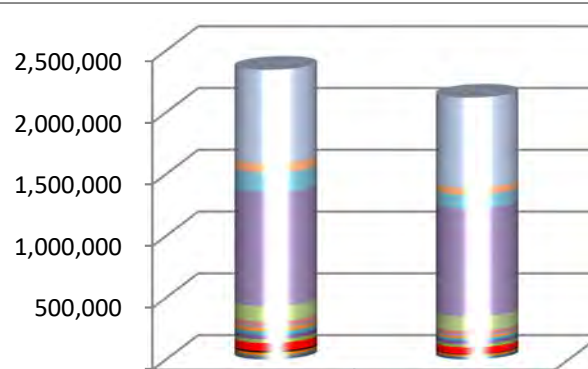
ASSETS

CURRENT ASSETS			
	Unrestricted Cash	\$ 13,687,264	
	Restricted Cash	\$ 65,834	
	Reserved Cash - Capital Projects	\$ -	
	Accounts Receivable	\$ 18,657,973	
	Materials & Supplies Inventory	\$ 789,238	
	Prepaid Expenses	\$ 1,033,780	
	Other Current Assets	\$ -	
		<hr/>	
TOTAL CURRENT ASSETS		\$	34,234,090
FIXED ASSETS			
	Buildings and Improvements	\$ 54,189,627	
	Revenue Equipment	\$ 90,284,604	
	Tools and Equipment	\$ 7,019,515	
	Accumulated Depreciation	\$ (71,161,764)	
		<hr/>	
TOTAL FIXED ASSETS (NET)		\$	80,331,982
OTHER ASSETS			
	Pension Asset	\$ 75,915	
		<hr/>	
TOTAL OTHER ASSETS		\$	75,915
TOTAL ASSETS		<hr/> <hr/>	<u>114,641,986</u>

LIABILITIES AND NET ASSETS

CURRENT LIABILITIES			
	Accounts Payable	\$ 1,578,797	
	Accrued Leave and Payroll	\$ 1,926,568	
	Accrued Expenses	\$ 773,246	
		<hr/>	
TOTAL CURRENT LIABILITIES		\$	4,278,611
DEFERRED REVENUE			
	Revenue Received in Advance	\$ 31,992,323	
		<hr/>	
TOTAL DEFERRED REVENUE		\$	31,992,323
OTHER LIABILITIES			
	Capital Lease Obligation	\$ -	
	Accrued Sick Pay	\$ 273,182	
	Current Notes Payable	\$ -	
	Consortium Buses	\$ -	
		<hr/>	
TOTAL OTHER LIABILITIES		\$	273,182
NET ASSETS			
	Unrestricted Equity	\$ 39,052,523	
	Restricted Equity	\$ 15,520	
	Capital Grants	\$ 39,029,827	
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TOTAL NET ASSETS		\$	78,097,870
TOTAL LIABILITIES AND NET ASSETS		<hr/> <hr/>	<u>114,641,986</u>

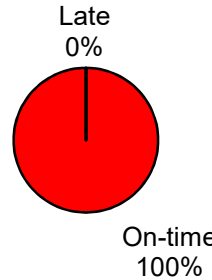
OPERATIONS – May



	YTD FY2022	YTD FY2021
FR York	754,886	728,483
Cumberland	76,410	58,435
York/Adams	158,526	109,674
FR CDH	923,535	875,238
CDH Paratransit	124,316	115,990
FR Gettysburg	37,039	30,569
Montour	11,029	9,194
Union/Snyder	32,012	21,980
Perry	29,673	19,652
Franklin	33,976	27,527
Columbia	29,642	24,577
Northumberland	65,270	53,014
Express North	11,733	4,927
FR Hanover	20,741	17,169
Express South	6,324	5,610
Express 15 North	2,940	1,806
Gett/Han Connect*	4,887	903
Microtransit-North**	4,706	-
Microtransit-York	16,326	13,844

MAINTENANCE – May

Preventative Maintenance



190 PMs Complete ; 0 Overdue
 CDH –44 Completed; 0 Overdue
 York –60 Completed; 0 Overdue
 Adams – 11 Completed; 0 Overdue
 Cumberland –10 Completed; 0 Overdue
 Northumberland – 18 Completed; 0 Overdue
 Franklin – 10 Completed; 01 Overdue
 Columbia –7 Completed; 0 Overdue
 Montour – 1 Completed; 0 Overdue
 Union/Snyder –10 Completed; 0 Overdue
 Perry – 19 Completed; 0 Overdue

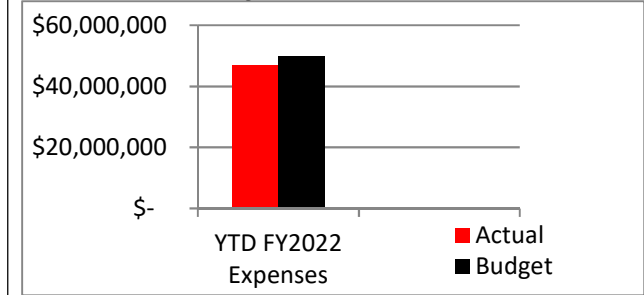
Road Calls:

	May 2022	YTD FY2022#	May 2021	YTD FY2021^
Mechanical	19	149	6	91
Non-Mech.	16	161	23	245

SAFETY – May

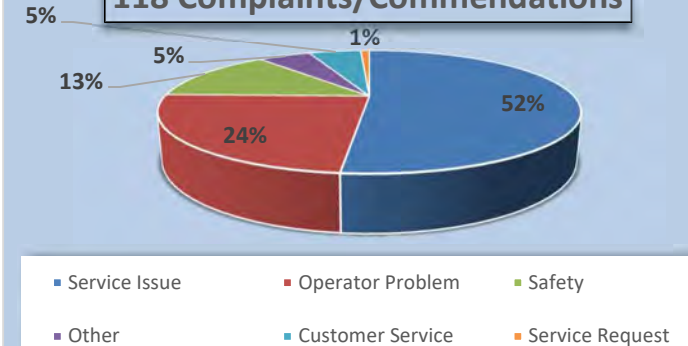
	May 2022	YTD FY2022	May 2021	YTD FY2021
Preventable	15	150	13	169
Non-Preventable	8	66	6	57
Passenger Injury	0	10	1	14
Employee Injury	4	38	1	31

FINANCE – May



CUSTOMER COMPLAINTS – May

Count Distribution By Category
 118 Complaints/Commendations



	May 2022	YTD FY2022	May 2021	YTD FY2021
Total Complaints	118	1,372	60	718

MARKETING – May

	May 2022	YTD FY2022	May 2021	YTD FY2021
PR Exposures#	21	124	11	89
Outreaches#	10	43	1	4
Pageviews#	140,392	973,704	48,785	507,206
Unique Pageviews#	111,558	791,920	37,514	390,618
Bikes	1,868	20,357	1,507	16,925

*New Service Began 2/2021 **New Service Began 1/2022

^Excludes CDH Information

RESOLUTION 2229

AWARD OF LEASE CONTRACT FOR TRANSIT VEHICLE TIRES

WHEREAS, the Susquehanna Regional Transportation Authority (SRTA) leases and utilizes tires for transit operations; and,

WHEREAS, there is a significant cost associated with tire use and consumption, the Authority views this lease contract as an opportunity to guarantee leased mileage cost rates for two years as tire prices climb higher; and,

WHEREAS, this procurement complies with the SRTA Procurement Guidelines when entering contracts for solicited quotes; and,

WHEREAS, a Request For Quotes (RFQ) was released March 24, 2022 was due May 30, 2022; and,

WHEREAS, one responsive quote was received;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Susquehanna Regional Transportation Authority to award a lease contract to The Goodyear Tire & Rubber Company

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 June 30, 2022.

attest:

Richard Kotz
Secretary

Raymond Rosen
Chairman

RESOLUTION 2229

AWARD OF LEASE CONTRACT FOR TRANSIT VEHICLE TIRES

FACT SHEET

- Two entities were engaged in the beginning of the process, one entity ultimately submitted a responsive quote and the second entity withdrew from the process due to the inability of the Authority to accept an alternate tire size.
- We received one quote and a single quote justification was completed.
- 2021 Calendar Year Leased Tire Mileage
 - Dauphin Paratransit and Fixed Route – 2,453,875
 - York/Gettysburg Fixed Route and System-wide Paratransit— 6,402,368
- Two Year Contract Period. Option years three through five to be evaluated based on system requirements and alternate cost options
- Anticipated Costs (based on annual average mileage rate increase and 2021 costs)
 - Year 1 - \$204,727.12
 - Year 2 - \$202,713.28
 - Year 3 - \$207,891.02
 - Year 4 - \$211,153.66
 - Year 5 - \$214,492.65
 - 2021 calendar year cost - \$185,427.12. The previous leased tire cost does not include the tires used on the Ford Transit vans, they were few in number until late 2021, while the new contract does include the tires used on these vehicles.
- Rates by Tire Size

Tire Size	Goodyear Quoted (Rate per Mile)				
	Year 1	Year 2	Year 3	Year 4	Year 5
19575R16*	\$ 0.0034	\$ 0.0035	\$ 0.0037	\$ 0.0038	\$ 0.0039
225/70R19.5	\$ 0.0058	\$ 0.0061	\$ 0.0064	\$ 0.0066	\$ 0.0068
225/75R16	\$ 0.0034	\$ 0.0035	\$ 0.0037	\$ 0.0038	\$ 0.0039
245/75R16	\$ 0.0055	\$ 0.0058	\$ 0.0060	\$ 0.0062	\$ 0.0064
305/85R22.5	\$ 0.0066	\$ 0.0069	\$ 0.0072	\$ 0.0074	\$ 0.0076
315/80R22.5	\$ 0.0077	\$ 0.0081	\$ 0.0084	\$ 0.0087	\$ 0.0089

- Bridgestone/Firestone wanted to replace the 305/85R22.5 with 315/80R22.5 and declined to bid when that alternative was declined.
 - Determined this change would increase Authority labor costs
 - This change would alter vehicle reporting mileage
 - Would require minor vehicle modification to accept alternate size

RESOLUTION 2230
AUTHORIZATION TO PROCURE MICROTRANSIT
VANS BY EXERCISING OPTIONS ON THE CURRENT STATEWIDE
CONTRACT

WHEREAS, the Susquehanna Regional Transportation Authority (SRTA) is expanding shared ride (microtransit) vehicles by purchasing 5 Ford Transit vans; and,

WHEREAS, the SRTA participated in a Joint Procurement with the South Central Transit Authority issuing a Request For Proposals for programmed replacement and expansion of several of those vehicles; and,

WHEREAS, Rohrer Bus Sales was the firm awarded the contract to provide Ford Transit vans; and,

WHEREAS, the SRTA has planned future microtransit service and dedicated vehicles will be needed to provide service; and,

WHEREAS, SRTA received state funding from PennDOT for this procurement;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors hereby approve and authorize the Executive Director to purchase 5 Ford Transit vans at a project cost not to exceed \$565,000.

CERTIFICATION OF OFFICERS
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 June 30, 2022.

Richard Kotz
Secretary

attest: _____
Raymond Rosen
Chairperson

RESOLUTION 2231

**AUTHORIZING THE FILING OF A STATE CAPITAL GRANT APPLICATION AND
CERTIFICATION OF LOCAL MATCH**

The Board of Directors of the Susquehanna Regional Transportation Authority resolves and certifies that the requested state amount of \$2,572,723 of Section 1514 state discretionary trust funds are requested for Fiscal Year 2022-2023 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 Susquehanna Regional Transportation Authority resolves and certifies that in Fiscal Year 2022-2023 that the local cash matching funds of no less than \$88,464 will be provided to match the requested amount of Section 1514 state discretionary trust funds.

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 June 30, 2022.

Richard Kotz
Secretary

attest: _____
Raymond Rosen
Chairman

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.
- Amount determined based on requested projects. PA DOT will note approval for each of the following projects listed below in the final approved CCA Grant.
- Funding represents the projects requesting State 1514 Discretionary funds and the required match for each
- Capital Projects applied for are:

<u>Capital Project</u>	<u>Total Amount</u>	<u>Federal</u>	<u>State</u>	<u>Local</u>
Maintenance Equipment	\$ 73,125		\$ 70,689	\$ 2,436
ADP Hardware/Software	\$ 65,000		\$ 62,835	\$ 2,165
Systemwide Radio System	\$ 740,000		\$ 715,358	\$ 24,642
Cyber Security Plan	\$ 12,500		\$ 12,083	\$ 417
Zarfoos Facility	\$ 674,000	\$ 419,200	\$ 246,473	\$ 8,327
Fuel Mgmt System	\$ 110,000	\$ 88,000	\$ 21,267	\$ 733
Office Furniture	\$ 7,500		\$ 7,250	\$ 250
Safety/Security Equipment	\$ 122,500		\$ 118,420	\$ 4,080
Automated Labor Scheduling	\$ 500,000		\$ 483,350	\$ 16,650
Transit Development Plan	\$ 430,000		\$ 415,681	\$ 14,319
Training Devices & Materials	\$ 13,200		\$ 12,760	\$ 440
Vehicle Safety Annunciator	\$ 1,100,000	\$ 880,000	\$ 212,674	\$ 7,326
Fixed Route Vehicles	\$ 1,002,807	\$ 802,245	\$ 193,883	\$ 6,679
	\$ 4,850,632	\$ 2,189,445	\$ 2,572,723	\$ 88,464

- **Local Match Breakdown by Municipality is:** Adams County = \$4,065; York County = \$50,787; Cumberland County = \$10,123; Dauphin County = \$13,299; City of Harrisburg = \$10,190.

RESOLUTION 2232

**AUTHORIZING A CHANGE ORDER TO VIA MOBILITY CONTRACT – CHAMBERSBURG
MICROTRANSIT PILOT**

WHEREAS, the Central Pennsylvania Transportation Authority (CPTA) awarded a contract to Via Mobility, LLC with authorization via Resolution 2025; and,

WHEREAS, the Central Pennsylvania Transportation Authority’s current agreement with Via Mobility, LLC provides for options that were evaluated during the procurement process to expand the vehicles operated under the contract; and,

WHEREAS, the Susquehanna Regional Transportation Authority (SRTA), on behalf of the Central Pennsylvania Transportation Authority, has found Microtransit beneficial in adapting to and addressing the needs of the community while embracing new technology and expanding the Authority’s mobility options; and,

WHEREAS, the SRTA has identified a service area with an opportunity to improve community mobility options through Microtransit; and,

WHEREAS, the SRTA has proposed a one (1) year pilot of this service area in coordination with local partners and PennDOT; and,

WHEREAS, this expansion would require an increase to the CPTA Resolution 2124 not to exceed threshold to accommodate the increase in vehicles operated through the contract via Via Mobility, LLC’s platform; and,

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the SRTA to authorize a modification of contract with Via Mobility, LLC to increase the not to exceed threshold from \$144,000.00 to \$150,000 to be inclusive of this service expansion.

CERTIFICATION OF OFFICERS

OF

SUSQUEHANNA REGIONAL TRANSPORTATION AUTHORITY

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Richard Kotz
Secretary

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Raymond Rosen
Chairman

AUTHORIZING A CHANGE ORDER TO VIA MOBILITY CONTRACT – CHAMBERSBURG MICROTRANSIT PILOT

Fact Sheet:

- The calculation for the change in total not to exceed value is based on the contracted value of \$400 per vehicle per month times two (2) vehicles times twelve (12) months for a total increase in threshold of \$9,800 plus a small contingency buffer.
- This expansion will provide the opportunity to expand service to one (1) new zone in the SRTA service area inclusive of the following zone: Chambersburg.
- This is for the demonstration of an alternative transportation mode in an area that has thus far not demonstrated the capacity for fixed route system by demographics and data, but also is underserved by traditional paratransit services. The specific purposes of interest revolve around job access and independent living (i.e. expanded access to medical, grocery, retail, recreation, etc.).
- The “Stop Hopper” service began piloting microtransit on-demand service in August of 2018 with the goal statement as follows: To create a transit system that adapts to and addresses the needs of the community through embracing of emerging technology while reducing costs and improving the diversity of the mobility ecosystem.
- The “Stop Hopper” service was originally defined to two geographic areas with a unique service model per each area. One was established to test the viability of microtransit in a “first and last mile” scenario, where it serves to connect a larger geographic area to our existing fixed route system. A second instance of microtransit was operated in an area beyond our fixed route service as a means to evaluate the corridor for potential expansion of the fixed route system.
- The “Stop Hopper” service was expanded in December 2021 and March of 2022 per the CPTA Resolution 2124 for service to the Sunbury-Selinsgrove, Lewisburg-Milton, and Danville-Bloomsburg.

Current and Future Procurement Projects

Name	Type	Released	Questions Due	Bid/ Proposal Due	Contract Start	Value
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
20220228 - SRTA Tire Lease IFB	RFQ	3/24/2022	4/25/2022	5/30/2022	7/6/2022	
20220302 - Northumberland Electric Installation	Small Quote	3/2/2022				\$ 1,700.00
20220304 - HTC Bus Stop Renovation	IFB	5/12/2022	5/26/2022	6/23/2022	7/6/2022	\$ 550,000.00
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				\$ 200,000.00
TASK ORDER - CAMERON STREET BUS SHELTER	Task Order					\$ 8,000.00
GFI/Fare Collection	Sole Source	TBD				TBD
20220328 - Dauphin Oil-Water Separator	IFB	Initially released 05/23 No interest. Will Delay until autumn				\$ 300,000.00
20220331 - Cameron Shelter	IFB	TBD				
20220405 - Dauphin Jumper Pack						
20220411 - Plumbing Maintenance Contract RFP	RFQ	4/19/2022	5/5/2022	5/23/2022	7/6/2022	\$ 10,000.00
20220420 - Emigsville-Shrewsbury Camera Install RFP	RFP	5/3/2022	5/26/2022	6/14/2022	7/11/2022	\$ 87,000.00
20220428 - York Transfer Center Call Box	Small Quote	4/28/2022				\$ 12,000.00
20220504 - Dauphin Lift Replacement	Small Quote			5/16/2022		\$ 77,000.00
20220506 - HVAC Maintenance	RFP	5/11/2022	6/6/2022	6/17/2022	7/7/2022	\$ 20,000.00
20220519 - Zarfoss Camera Replacement	Small Quote	5/18/2022				\$ 35,000.00
20220525 - Northumberland Cleaning	Small Quote	5/25/2022			7/1/2022	\$ 3,694.00
20220526 - York Printer Replacement	Small Quote	5/26/2022				\$ 15,000.00
20220527 - Dauphin Pressure Washer	Small Quote	5/27/2022			6/14/2022	\$ 1,850.00
20220605 - King Street Station Sign Change	Small Quote	6/5/2022			TBD	\$ 12,000.00
20220606 - Zarfoss Water Line Retrofit	Small Quote	6/6/2022			TBD	\$ 40,000.00
20220610 - Snow Removal	IFB	6/20/2022				\$ 50,000.00
20220614 - Dauphin Headlight Aimer	Small Quote	6/14/2022			TBD	\$ 1,500.00
20220614 - Internet Security Awareness - Training	Small Quote	6/14/2022				\$ 6,000.00
20220614 - Northumberland Network Switch	Small Quote	6/14/2022			TBD	\$ 5,600.00
20220615 - Dauphin Batery Analyzer	Small Quote	6/15/2022				\$ 6,000.00

In Process

In Process Total \$ 1,614,344.00

Shop Supply Contract - Dauphin/York	IFB	TBD				Need Informaton
20220611 - York Vending RFP	RFP	TBD			9/1/2022	TBD
20211223 - York/Adams Pressure Washing/ Window Cleaning	TBD	Need Quotes				
20220317 - Cameron Street Shelter	IFB					TBD
Vehicle Parts Bids Contracts expire 12/31/2022	IFB	October				\$ 300,000.00
Call Center Recording Software						
Northumberland Cameras	Small Quote					\$ 35,000.00
Fuel Management Software	RFP					
MTS - Mobilitiy Transport Services Paratransit	TBD					

Future Total \$ 335,000.00

Future Activity