



**The Greater Cleveland
Regional Transit Authority**

Main Office
1240 West 6th Street
Cleveland, Ohio 44113-1331
Phone 216 356-3100
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MEETING NOTICE

Notice is hereby given that the following meeting of the Board of Trustees of the Greater Cleveland Regional Transit Authority will take place on **Tuesday, April 14, 2020** in the Board Room of the Authority, 1240 West Sixth Street, Cleveland, OH 44113 for consideration of the listed items and such other items that may properly come before the Board and be acted upon.

India L. Birdsong
General Manager,
Chief Executive Officer

IMPORTANT: In accordance with the March 9, 2020 order of the Governor of the State of Ohio declaring a public health emergency and the March 17, 2020 order of the Director of the Ohio Department of Public Health prohibiting mass gatherings of fifty (50) or more persons in a single room and strongly recommending avoiding gatherings of more than ten (10) people, the meeting will be live streamed on RTA's Facebook page (www.facebook.com/rideRTA) for members of the public. Only Board members and essential RTA staff will be allowed in the Board Room. The meeting package is posted at (www.riderta.com/board). Click the meeting date to download the package. Public comments for the Board Meeting will be received at (BoardComment@gcra.org)

9:00 A.M. Board of Trustees Meeting – agenda attached.

India L. Birdsong
General Manager, Chief Executive Officer

ILB:tab
Attachment

AGENDA

RTA Board of Trustees Meeting

Tuesday, April 14, 2020

9:00 a.m.

- I. Call to order
- II. Roll Call
- III. Certification regarding notice of meeting
- IV. Executive Session Requested:
 - To review the negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment; and
 - To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official.
- V. Approval of the March 24 Annual Meeting minutes and March 24 Board Meeting minutes
- VI. Public comments on agenda items will be accepted via email at BoardComment@gccta.org
- VII. Board Governance Committee report
- VIII. Operational Planning & Infrastructure Committee report
 - Chair: Mr. Terence P. Joyce
- IX. Organizational, Services & Performance Monitoring Committee report
 - Chair: Rev. Charles P. Lucas
- X. Audit, Safety Compliance and Real Estate Committee report
 - Chair: Karen Gabriel Moss
- XI. External and Stakeholder Relations and Advocacy Committee report
 - Chair: Valarie J. McCall
- XII. Community Advisory Committee (CAC)
 - Board Liaison: Justin M. Bibb
- XIII. Ad Hoc Committee reports
- XIV. Introduction of new employees and announcement of promotions

XV. Introduction of resolutions:

- A. 2020-27 – Expressing congratulations to the employees of the Greater Cleveland Regional Transit Authority who retired during the first quarter of 2020
- B. 2020-28 – Authorizing Contract No. 2020-13 with Construction Support Solutions for Project 18.61 – On-Call Schedule and Cost Control Services 2020 in an amount not to exceed \$200,000.00 for a period of 24 months (RTA Capital and/or RTA Development Funds, Engineering & Project Development Department budget)
- C. 2020-29 – Authorizing Contract No. 2020-144 with J. Ross Express Inc. for motor vehicle towing and flat tire replacement services, as specified and as required, for a period of three years with two, additional one year options for renewal, at a total contract amount not to exceed \$563,800.00 (General Fund, Fleet Management Department budget)
- D. 2020-30 – To amend the fiscal year 2020 Revenues and Appropriations for the General Fund, as adopted in Resolution No. 2019-118, to provide for an increase in the appropriation for the Law Enforcement Fund in the amount of \$6,000

XVI. Interim Secretary-Treasurer's Report:

- A. General Fund Revenue – status as of March 31, 2020 versus 2019 actuals
- B. General Fund Revenue – status as of March 31, 2020 versus the 2020 budget
- C. Sales & Use Tax Receipts Report budgeted during 2019, actual receipts through April 2020
- D. Inventory of Treasury Investments as of March 31, 2020
- E. Debt Service Schedule and Status of Bond Retirement Fund (cash basis) as of March 31, 2020
- F. Summary of Investment Performance, Year to Date through March 31, 2020
- G. Report on Investment Earnings (cash basis) as of March, 2020
- H. Composition of Investment Portfolio as of March 31, 2020

XVII. General Manager's Report

XVIII. President's Report

XIX. Old Business

XX. New Business

XXI. Public comments will be accepted via email at BoardComment@gcrta.org until the conclusion of this meeting.

XXII. The next regular Board meeting is scheduled for **Tuesday, May 12, 2020** in the Board Room of the Authority, Root-McBride Building, 1240 West Sixth Street, Cleveland, Ohio 44113

XXIII. Adjournment

Minutes

RTA Annual Meeting

9:19 a.m., March 24, 2020

Present: Clough (Chair), Lucas (Vice-Chair) Bibb, Byrne, Joyce, McCall, Moss, Pellet, Serrano, Weiss

Not present: None

Also Present: Anderson, Benford, Birdsong, Brooks-Williams, Burney, Caver, Dangelo, Davis, Fields, Garofoli, Gautam, Jones, Kirkland, Laule, Lewis, Pickett, Schipper, Sutula, Togher

Mayor Clough called the meeting to order at 9:19 a.m. The secretary called the roll and reported that ten (10) board members were present. This meeting was conducted by teleconference for members of the Board in accordance with the March 9, 2020 order of the Governor of the State of Ohio declaring a public health emergency and the March 17, 2020 order of the Director of the Ohio Department of Public Health prohibiting mass gatherings of fifty (50) or more persons in a single room and strongly recommending avoiding gatherings of more than ten (10) people.

The Secretary advised that notice of this meeting have been posted more than twenty-four hours in advance of the meeting, that the usual notification has been given the news media and other interested persons, and that all requirements of the Ohio Revised Code and Rules and Bylaws of this Board regarding notice of meeting have been complied with.

Nominations and election for the Office of President

Mayor Clough asked for nominations for the office of President. Mr. Bibb made a motion to nominate Mayor Clough as President, seconded by Mayor Byrne. Mayor Clough asked for nominations to be closed. It was moved by Mayor Byrne, seconded by Mr. Bibb. The roll was called. There were ten (10) ayes and none opposed.

Nominations and election for the Office of Vice President

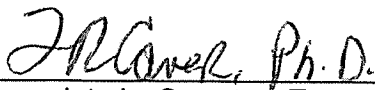
Mayor Clough made a motion to nominate Rev. Lucas as Vice President, seconded by Mayor Byrne. Mayor Clough asked for nominations to be closed. It was moved by Mr. Serrano, seconded by Mayor Byrne. The roll was called. There were ten (10) ayes and none opposed.

Mayor Clough and Rev. Lucas thanked the staff and Board for their efforts and the opportunity to work together. Mayor Clough said they have worked as a team to address the issues. Rev. Lucas thanked Paratransit for the committee that was formed to review operations.

This meeting adjourned at 9:25 a.m.

President

Attest:



Interim Secretary-Treasurer

Minutes

RTA Board of Trustees Meeting

9:25 a.m., March 24, 2020

Present: Clough (Chair), Lucas (Vice-Chair) Bibb, Byrne, Joyce, McCall, Moss, Pellet, Serrano, Weiss

Not present: None

Also Present: Anderson, Benford, Birdsong, Brooks-Williams, Burney, Caver, Dangelo, Davis, Fields, Garofoli, Gautam, Jones, Kirkland, Laule, Lewis, Pickett, Schipper, Sutula, Togher

Mayor Clough called the meeting to order at 9:25 a.m. The secretary called the roll and reported that ten (10) board members were present. This meeting was conducted by teleconference for members of the Board in accordance with the March 9, 2020 order of the Governor of the State of Ohio declaring a public health emergency and the March 17, 2020 order of the Director of the Ohio Department of Public Health prohibiting mass gatherings of fifty (50) or more persons in a single room and strongly recommending avoiding gatherings of more than ten (10) people.

The Secretary advised that notice of this meeting has been posted more than twenty-four hours in advance of the meeting, that the usual notification has been given the news media and other interested persons, and that all requirements of the Ohio Revised Code and Rules and Bylaws of this Board regarding notice of meeting have been complied with.

Minutes

Mayor Clough stated that the minutes from the February 18, 2020 Board Meeting had been previously distributed and reviewed and asked whether there were any additions and/or corrections. There were no corrections. Mayor Clough asked for the minutes to be approved. Ms. Moss asked to abstain. There were eight (8) ayes and two (2) abstentions by Ms. Moss and Ms. McCall.

Public Comments

Public comments on agenda items were accepted via email at BoardComment@gcrta.org

1. Audrey Gerlach – Ms. Gerlach emailed a letter dated March 23, 2020 on behalf of Joe Marinucci, President and CEO of the Downtown Cleveland Alliance (DCA) requesting support for Resolution No. 2020-25 for the reauthorization of the Downtown Cleveland Special Improvement District. This letter will be added to the record.
2. Sam McNulty – Mr. McNulty asked if Resolution No. 2020-23 with Carnegie Management and Development Corporation is transparent and arms-length. He also followed up on a letter he sent Jan. 7, 2019 where he expressed opposition to the development of RTA owned land adjacent to the Red Line Greenway. This letter will be added to the record.

Committee Reports

There were no committee reports.

Introduction of New Employees/Promotions

This was postponed for the next meeting in hopes that if we are past the COVID-19 situation, they can appear in person.

Introduction of Resolutions

- A. 2020-20 – Authorizing a change order to Contract No. 2014-040 with Applied Graphics, LTD. for the exercise of an option for the purchase of bus exterior graphics production and installation services for up to 25 coaches, as specified, for a price not to exceed \$108,075.00 (RTA Development Fund, Fleet Management Department budget) the adoption of which was moved by Mr. Serrano, seconded by Mayor Byrne and approved by unanimous vote.
- B. 2020-21 – Authorizing Contract No. 2019-144 with Michelin North America Inc. for the furnishing of tire and wheel maintenance services and for the leasing of radial tires, as specified and as required, for a period of five (5) years, at a total contract amount not to exceed \$5,410,542.00 (General Fund, Fleet Management Department budget), the adoption of which was moved by Mr. Serrano, seconded by Mr. Joyce and approve by unanimous vote.
- C. 2020-22 – Authorizing Contract No. 2020-016 with Delta Railroad Construction, Inc. for Project 52S – Light Rail Track Rehabilitation - Kinsman to Buckeye-Woodhill, as specified and as required, in an amount not to exceed \$6,695,746.00 (RTA Development Fund, Engineering & Project Development Department budget), the adoption of which was moved by Mr. Serrano, seconded by Mayor Weiss and approved by unanimous vote.
- D. 2020-23 – Authorizing the Greater Cleveland Regional Transit Authority to execute a Development and Use agreement with Carnegie Management and Development Corporation, an Ohio Corporation, to advance the Columbus Road Transit-Oriented Development Project, the adoption of which was moved by Mayor Byrne, seconded by Mr. Bibb and approved by unanimous vote.
- E. 2020-24 – To amend Resolution No. 2019-92, authorizing the Greater Cleveland Regional Transit Authority to enter into a purchase and sale agreement, including an additional contribution for Transit-Oriented-Development, with Civic Property Development, LLC, for property located at 5508-5810 Euclid Avenue, Cleveland, Oh 44113, the adoption of which was moved by Mr. Serrano, seconded by Mr. Joyce and approved by unanimous vote.
- F. 2020-25 – Authorizing the General Manager to sign a petition supporting the 2021-2025 expansion of the Downtown Cleveland Improvement District and Comprehensive Services Plan and authorizing expenditures for the Authority's assessments in an amount not to exceed \$223,946.61 for those years (Programming and Planning budget), the adoption of which was moved by Mr. Serrano, seconded by Mayor Byrne. Ms. McCall asked to recuse. There were nine (9) ayes and one recuse from Ms. McCall.
- G. 2020-26 – Establishing the GCRTA 2020-2024 Affirmative Action Goals for Equal Employment Opportunity, the adoption of which was moved by Mr. Serrano, seconded by Ms. McCall and approved by unanimous vote.

Ms. Moss asked if this can be reviewed every six months. She asked if items scheduled for review can be added to the meeting agenda so they can track that items are followed up on.

Interim Secretary-Treasurer's Report

Dr. Caver gave the report. March sales tax was \$1.6 million higher than March 2019 and \$1.1 million higher than the March estimate. YTD through March was \$1.9 million or 3.5% higher than the 2020 estimate and \$3.3 million or 6% higher than the 2019 actuals through March. This number will become depressed throughout the year with social distancing and stay at home orders from the Governor. Passenger fares through February compared to budget is \$2.5 million, just slightly down about \$300,000. YTD fares were \$6.3 million or \$500,000 above expectations. Ridership declined in February by 5%. The average weekday ridership was down 8% and the average weekend ridership was down 4%. The mode with highest decline was rail, down 8%.

Immediately after the COVID-19 notification, staff was asked to look at ridership daily. For the week of March 16, bus ridership declined around 50%. Rail ridership declined between 45-50%. Park-N-Ride ridership peaked at 90% decline by the end of last week. P-N-R service was discontinued today. Paratransit ridership dropped since a lot of those customers are at a high risk for the COVID-19 virus, which resulted in a 50% decline in ridership. Normally in a week, 10,000 Paratransit trips were provided. Total system ridership was down on average 50%.

General Manager, Chief Executive Officer's Report

Ms. Birdsong gave the report. She thanked the Board, staff and customers. This is unprecedented to have this type of health crises affect the nation and Cleveland. Especially employees on the front lines. RTA provides an essential service to the public along with fire, EMS, teachers and others. RTA will follow suit as well. Park-N-Ride and downtown trolley service has been suspended effective today in response to the Governor's Stay At Home order and the decline of ridership. Staff will make sure there will not be duplication of routes. The public was asked not to attend today's meeting. The meeting is being live streamed on Facebook for their participation. Service may be pared down as needed. There is a plan for reduction of service as ridership declines. Staff has spoken to state, region and U.S. officials to determine if plans are on par with other agencies.

Management has instituted social distancing on the bus and rail. Signs were placed on every other seat and the first few rows behind the operator to create space. Rear door exiting is required with entrances flowing through the front door. Customers are asked not to approach the operator beyond the yellow line to create social distancing for the operator. All non-essential out of state travel is effective until further notice. No one is currently traveling out of the state. All in-state travel will be evaluated on a case-by-case basis by her and executive management. There is a 24-hour cleaning procedure for buses and trains, which was modeled after the New York MTA. Wipes were provided to employees for their personal space. Mask are allowed to be worn by operational employees at their discretion. Guaranteed paid sick leave up to two weeks in an event a quarantine is allowed when supported by a medical document. Non front line staff have rotating or stay at home work schedules in place. IT has ordered 40-100 laptops for staff. The Main Office is not open to the public past the lobby. Transit Police is monitoring the space. Only employees or people with appointments will be allowed in the building. They are looking at ways for the ADA office to speak to customers virtually. They are looking at taking temperatures of employees. Supplies was ordered.

Mr. Bibb thanked the staff and front line workers. He requested staff get ahead of the curve as far as the financial impact to see how RTA will come out of it. He asked for weekly updates on the financials and that 3rd and 4th quarter investments be suspended. He asked that the Board get engaged with senior leadership on a coordinated lobbying effort to ensure public transit will be an important investment post COVID-19. Mr. Gautam said they are looking at the revenue. There are declines in the cash collections as well as credit card sales from the week of March 2-9, with a 13% decline. The

week of March 16, cash collections declined 34%. Times are uncertain as to the data they can base their projections on. Reports from the Federal Reserve estimated declines have changed rapidly. Second quarter GDP estimate declines were reported at 24%, 30% and 50%. They are looking at projections based on the changing estimates. Sales tax represents 76% of operating revenue, the largest revenue source. The impact on the sales tax will be available by mid-late April. Last year ended with a strong ending balance with over two months reserve. March sales tax reflects spending from the 4th quarter of 2019. Current declines will be reported in June. They will continue to monitor the expenditures and expenses. Mr. Bibb asked how much passenger revenue was lost so far. Rajan said that since March, cash collections have been \$1.3 million or 30% lower, but passenger fares is a smaller percentage of the operating revenue.

Ms. McCall asked staff to look at the paid leave COVID-19 policy to ensure periods of quarantining and post positive test results could exceed two weeks. Look at vulnerable populations self-quarantining first along with staff that can work from home. Ms. Birdsong said they will continue to monitor this. The two-week quarantine is in the event there is a note from their doctor for direction for quarantine specifically related to the virus. They are sending employees home who are ill and working with employees who are in a vulnerable population. Ms. McCall asked that staff review the Governor's Stay At Home directive. Doctor's notes should not be required. Ms. Birdsong said they have spoken to the lobbying representatives daily. She spoke to Senator Brown's staff, OPTA and Deputy General Manager of HR, George Fields, who is the designated representative, about the economic impact. There is potential legislation for funding. A letter was sent to highlight the importance of the funding for RTA.

Ms. Moss said that people are being told not to go to the doctor unless they have respiratory concerns, so a doctor's note may not be possible. RTA should follow the state directives. Mr. Fields said they have reviewed the Governor's directive and have pivoted to communicate to employees that a doctor's note is not needed. Ms. Birdsong requested that staff who are ill communicate with their supervisor. They will work with that employee to ensure they can work from home. Documentation will be expected from employees who may have been exposed or saw their doctor, when they return to work. Mr. Joyce asked about employees that cannot work from home like construction and what the total capacity would be of employees eligible to work from home. Ms. Birdsong said that executive staff meets daily to discuss business decisions. Around 40%-50% by department can work from home. They reevaluated to bolster the work from home efforts, rotating schedules for social distance and reallocating workspace.

Mr. Schipper said that since his division is construction, which is an essential service, job sites are active and about 75% of his staff is essential and active. The other 25% are non-essential and on rotation. His construction inspectors and engineers are visiting job sites. They are working with the contractors as they decide whether they need to adjust their crew sizes and to ensure workers are healthy. His staff has flexibility in terms of visiting the sites and rotating between projects. Schedule flexibility will be given to contractors. Mr. Bibb requested management use this crisis to look at how working from home looks like in the future. Look at office space, technology flexibility and remote models. Ms. Birdsong said that all RTA sponsored conferences were canceled and other special events have been canceled or postponed. Business meetings over ten people were made into a virtual meeting. Administration had a conference call this weekend through an app called Zoom.

Mayor Clough thanked the staff and believes the finances will drastically change. Ms. Birdsong added that the FOP contract was ratified by the membership. The tentative agreement will come to the Board in the coming months. The vote was ratified by 79 to two (2) and was negotiated after only five (5) bargaining sessions.

Public comments on non-agenda items

Comments were received via email at BoardComment@gcrta.org until the conclusion of the meeting.

1. William Tarter submitted the following questions:
 - 1) What was 1.0% county sales tax collection to RTA from January to February?
 - 2) Governor Dewine is asking state agencies to explore cuts in spending by 20% between now and end of the year. Does that affect the public transit funding to RTA from ODOT?
 - 3) Has there been any outreach to the county regarding the opiate settlement and if transportation will be a part of any consideration of the second round of funding distribution?

The questions were forwarded to staff.

2. Clevelanders for Public Transit – CPT submitted the document, *Transit Needs Your Support During COVID-19!* The full letter will be added to the record. A few highlights of the document include the following:

INCREASE TRANSIT RIDER AND WORKER SAFETY

- GCRTA should join transit agencies around Ohio that have waived fares and institute rear door boarding on all bus and BRT routes to limit operator exposure and enable social distancing between riders.
- Permanently cease criminal enforcement of fare evasion. Reallocate enforcement resources to maintain transit service.
- Identify seats not to use to provide social distancing between passengers.
- Increased access to restrooms, with hot water and soap for hand washing as recommended by the CDC for riders transferring between buses and operators.
- Access to hand sanitizer for riders. Protective gloves and sterilizing wipes for all transit workers to wipe down work surfaces.
- Employees who believe they are high-risk or live with someone who is high-risk should stay home, with pay.
- Operator pay should be unaffected by service reductions related to the pandemic. If there aren't enough runs for operators, they should stay home, with pay.
- GCRTA must keep the public informed of operational developments and decisions during the pandemic.
- GCRTA must ensure that all Board and Committee meetings remain open to the public during the pandemic using accessible technology.

Transit riders and workers are depending on GCRTA Board members and elected officials to use their political power and influence for the benefit and protection of us all. When this crisis is over, GCRTA and elected officials must sustain today's demands for substantial increases in funding for equitable, safe, reliable and accessible public transit.

Executive Session Requested

10:10 a.m. - Mayor Clough asked for a motion to go into executive session to conduct discussions with GCRTA's General Counsel concerning disputes involving GCRTA that are the subject of pending or imminent court action, and to discuss the security arrangements and emergency response protocols for a public body or a public office. It was moved by Mr. Serrano, seconded by Mayor Weiss. There were eight (8) ayes and none opposed.

10:58 a.m. – Mayor Clough asked for a motion to come out of executive session. It was moved by Mr. Bibb, seconded by Ms. Pellot. There were eight (8) ayes and none opposed.

Upcoming Meetings

The next regular Board meeting is scheduled for Tuesday, April 14, 2020 in the Board Room of the Authority, Root-McBride Building, 1240 West Sixth Street, Cleveland, Ohio 44113.

This meeting was adjourned at 10:56 a.m.

Attest: 
Interim Secretary-Treasurer

President

RESOLUTION NO. 2020-27

EXPRESSING CONGRATULATIONS TO THE EMPLOYEES OF THE
GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY WHO RETIRED
DURING THE FIRST QUARTER OF 2020

WHEREAS, the following employees retired from the Greater Cleveland Regional Transit Authority during the first quarter of 2020 after numerous years of dedicated public service:

<u>Name</u>	<u>Title</u>	<u>Work Location</u>
Kenneth W. Brewer	Equipment Maintainer	CBM
Alan J. Carrillo	Bus Operator	Triskett
Robert C. Clifford II	Body Mechanic	Hayden
Gregory W. Davidson	Bus Operator	Hayden
Donald Dennis Dougherty	Rail Brake Mechanic	Central Rail
William C. Merritt	Equipment Maintainer	Hayden
Kenneth A. Mockabee	Bus Operator	Hayden
Gregory Murphy	Paratransit Operator	Paratransit
David K. Proctor	Bus Operator	Hayden
Angelia E. Shinaul	Vehicle Servicer	Central Rail
Steven Sims	Director of Business Development	Main Office
Nathan Smith	Maintenance Leader	Hayden
Loretta J. Sokolowski	Service Quality Coordinator	Main Office
Willie G. Thomas	Bus Operator	Hayden
Jethel P. Ware Jr.	Equipment Maintainer	Triskett
William E. Watkins	Bus Operator	Hayden
Antonio Westbrooks	Bus Operator	Hayden
Leon Williams Jr.	Bus Operator	Hayden
Melvin D. Williams	Bus Operator	Hayden
Frederick Wilson	Electronic Equipment Technician	CBM

WHEREAS, these retirees faithfully gave of their skills, time and talents to provide high quality public transportation to the community; and

WHEREAS, these retirees did much to contribute to the quality of life in Greater Cleveland by providing much-needed public transit service and protecting our valuable environment; and

WHEREAS, the retirees' outstanding diligence in the performance of their jobs was of immeasurable value to both riders and residents of Cuyahoga County; and

WHEREAS, these retirees represent hundreds of years of invaluable public transit experience, and they will be missed.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Greater Cleveland Regional Transit Authority, Cuyahoga County, Ohio:

Section 1. That the sincere congratulations and gratitude of the Board of Trustees is hereby extended to each of the above named employees on the occasion of their retirement from the Greater Cleveland Regional Transit Authority.

Section 2. That the members of the Board of Trustees offer their best wishes to the retirees for continued success and happiness, which they so richly deserve.

Section 3. That this resolution shall become effective immediately upon its adoption.

Adopted: April 14, 2020

President

Attest: _____
Interim Secretary-Treasurer



Greater Cleveland
Regional Transit Authority

Interoffice Memo

To: Mayor Dennis M. Clough, President
and Members, Board of Trustees

From: India L. Birdsong *ILB*
General Manager, Chief Executive Officer

Date: April 9, 2020

Subject: Disadvantaged Business Enterprise (DBE) Prime Contractor for
April 14, 2020 Board Meeting

Please be advised the following resolution involving a DBE firm as the prime contractor will be presented at the April 14, 2020 Board meeting.

- Authorizing Contract No. 2020-13 with Construction Support Solutions to provide scheduling and cost control services, for Contract No. 2020-13 – On Call Schedule and Cost Control

If you have any questions please feel free to contact me. You can also contact Carl Kirkland, Director of Office of Business Development directly at (216)-356-3128.

CC:IB:CK:db



TITLE/DESCRIPTION: CONTRACT: PROJECT 18.61 ON-CALL SCHEDULE AND COST CONTROL SERVICES 2020 VENDOR: CONSTRUCTION SUPPORT SOLUTIONS AMOUNT: NTE \$200,000.00 FOR 24 MONTH PERIOD	Resolution No.: 2020-28
	Date: April 9, 2020
	Initiator: Engineering & Project Development
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 **PURPOSE/SCOPE:** This action will allow the Authority to enter into a contract for On-Call Schedule and Cost Control ("OCSCC") services for a period of 24 months.

- 2.0 **DESCRIPTION/JUSTIFICATION:** The OCSCC provider will assist the Authority in monitoring and will be responsible for determining the accuracy and completeness of contractors' schedules as well as the impact of past and potential issues associated with contractors' schedules. The OCSCC provider will also assist the Authority's Resident Engineer ("RE") in the change order process by providing independent estimates and review of contractor cost proposals as needed. The OCSCC provider will also assist the RE in the review of contractor invoices. Finally, the OCSCC provider will assist in project closeout to assure that change orders and the final contract sum have been resolved in a complete and accurate manner.

- 3.0 **PROCUREMENT BACKGROUND:** The Request for Proposal ("RFP") was posted on the Authority's Procurement web site and advertised in the local newspapers. Twelve interested parties, including potential subcontractors, downloaded the solicitation package. These services were solicited through a competitive negotiated procurement, utilizing the Brooks Act procedures. Under this process, the Authority's evaluation panel first selects the most technically qualified firm, solicits a pricing proposal from that firm, and negotiates price only with that firm. If an agreement cannot be reached with the most qualified firm, the Authority may reject that proposal and repeat the process with the next most qualified firm. In this instance, negotiations were held with Construction Support Solutions, the first ranked firm, and an acceptable price was reached.

 Construction Support Solutions has successfully completed projects for the Greater Cleveland Regional Transit Authority, Kent State University, NASA, Northeast Ohio Regional Sewer District, ODOT, and US Army Corp of Engineers, among others.

 The Procurement Department performed a cost analysis and determined the proposed pricing to be fair and reasonable to the Authority.

- 4.0 **AFFIRMATIVE ACTION/DBE BACKGROUND:** All requirements have been met. An 18% DBE goal was established for this procurement. The prime contractor is Construction Support Solutions, LLC, a certified DBE (Female-owned) firm fulfilling the DBE participation goal established for this contract

- 5.0 **POLICY IMPACT:** Does not apply.

- 6.0 ECONOMIC IMPACT: This contract shall be payable from the RTA Capital and/or RTA Development Funds, Engineering & Project Development Department budget, including but not limited to 100% Local funds and FTA Grants to be determined, in an amount not to exceed \$200,000.00 for a period of 24 months.
- 7.0 ALTERNATIVES: Reject this offer. Rejection of this offer would leave the Authority without the technical expertise of a professional scheduling and estimating firm.
- 8.0 RECOMMENDATION: Information regarding the procurement was electronically submitted to the Board of Trustees on April 2, 2020 in lieu of presenting to the Operational Planning and Infrastructure Committee. It is recommended that the offer of Construction Support Solutions be accepted and the resolution passed authorizing the General Manager, Chief Executive Officer to enter into a contract.
- 9.0 ATTACHMENTS: None.

Recommended and certified as appropriate to the availability of funds, legal form and conformance with the Procurement requirements.

Sheryl King Benford, for Inokia Birdsong
General Manager, Chief Executive Officer

RESOLUTION NO. 2020-28

AUTHORIZING CONTRACT NO. 2020-13 WITH CONSTRUCTION SUPPORT SOLUTIONS FOR PROJECT 18.61 – ON-CALL SCHEDULE AND COST CONTROL SERVICES 2020 IN AN AMOUNT NOT TO EXCEED \$200,000.00 FOR A PERIOD OF 24 MONTHS (RTA CAPITAL AND/OR RTA DEVELOPMENT FUNDS, ENGINEERING & PROJECT DEVELOPMENT DEPARTMENT BUDGET)

WHEREAS, The Authority requires scheduling and cost control services that can be quickly assigned as projects are identified, in addition to requiring independent estimates, review of contractor cost proposals and invoices, and other services related to project closeouts; and

WHEREAS, the proposal of Construction Support Solutions, with an office located at 33479 Lake Road, Suite A, Avon Lake, Ohio 44012, to perform said services was received on February 26, 2020 in response to a competitive solicitation; and

WHEREAS, after negotiations, Construction Support Solutions has agreed to perform the required services for an amount not to exceed \$200,000.00 for a period of 24 months; and

WHEREAS, the General Manager, Chief Executive Officer deems the offer of Construction Support Solutions to be the most advantageous to the Authority and recommends acceptance thereof by the Board of Trustees.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Greater Cleveland Regional Transit Authority, Cuyahoga County, Ohio:

Section 1. That the negotiated offer of Construction Support Solutions to provide various task order services under Project 18.61 – On-Call Schedule and Cost Control - 2020, be and the same is hereby accepted.

Section 2. That the General Manager, Chief Executive Officer of the Authority be and she is hereby authorized to enter into a contract with Construction Support Solutions for the performance of said services.

Section 3. That said contract shall be payable from the RTA Capital and/or RTA Development Funds, Engineering & Project Development Department budget, including but not limited to 100% Local funds and FTA Grants to be determined, in an amount not to exceed \$200,000.00 for a period of 24 months.

Section 4. That said contract shall be binding upon and an obligation of the Authority contingent upon future funding, compliance by the contractor to the Specifications and Addenda, if any; the Affirmative Action Plan adopted by the Board of Trustees; bonding and insurance requirements and all applicable laws relating to contractual obligations of the Authority.

Section 5. That the Greater Cleveland Regional Transit Authority's Board of Trustees expects that Construction Support Solutions will attempt to exceed the 18% minimum DBE goal assigned to this procurement.

Section 6. That this resolution shall become effective immediately upon its adoption.

Adopted: April 14, 2020

President

Attest: _____
Interim Secretary-Treasurer



TITLE/DESCRIPTION: CONTRACT: MOTOR VEHICLE TOWING AND FLAT TIRE REPLACEMENT SERVICES, AS SPECIFIED AND AS REQUIRED, FOR A PERIOD OF THREE YEARS WITH TWO, ADDITIONAL ONE-YEAR OPTIONS FOR RENEWAL VENDOR: J. ROSS EXPRESS INC. AMOUNT: NOT TO EXCEED \$563,800.00	Resolution No.: 2020-29
	Date: April 9, 2020
	Initiator: Fleet Management Department
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 **PURPOSE/SCOPE:** This resolution will authorize the Authority to enter into a contract for Motor Vehicle Towing and Flat Tire Replacement Services for revenue and non-revenue vehicles, as specified and as required, for a period of three years with two, one-year options for renewal.
- 2.0 **DESCRIPTION/JUSTIFICATION:** The Authority has a recurring need for towing and flat tire services for its fleet of revenue and non-revenue vehicles and, when necessary, the towing of parking violators.
- 3.0 **PROCUREMENT BACKGROUND:** The Invitation for Bid (IFB) was posted on the GCRTA Procurement web site and advertised in the local newspapers. Sixteen interested parties downloaded the solicitation. Bids were opened on March 18, 2020 and the Authority received two responsive bids from two responsible bidders as follows:

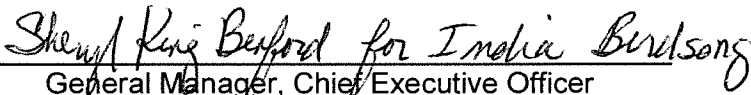
Bidder	Base Three Year Total	Option Year One	Option Year Two	Contract Total
J. Ross Express Inc.	\$338,280.00	\$112,760.00	\$ 112,760.00	\$ 563,800.00
Rich's Towing	\$407,445.00	\$148,244.00	\$ 152,811.00	\$ 708,500.00

A price analysis has been performed, and the Procurement Department has determined the price submitted by J. Ross Express Inc. to be fair and reasonable to the Authority. The total bid price is 9.26% below the budget estimate.

- 4.0 **AFFIRMATIVE ACTION/DBE BACKGROUND:** All Affirmative requirements have been met. A 0% DBE goal was established for this procurement due to the lack of certified DBE firms.
- 5.0 **POLICY IMPACT:** Does not apply.
- 6.0 **ECONOMIC IMPACT:** This procurement will be funded through the General Fund, Fleet Management Department budget in an amount not to exceed \$338,280.00 for a period of three years, and in an amount not to exceed \$112,760.00 for each option year, for a total contract amount not to exceed \$563,800.00 for the five year period.

- 7.0 ALTERNATIVES: Reject this offer. Rejection of this offer would impact the Authority's ability to provide reliable and timely service.
- 8.0 RECOMMENDATION: It is recommended that the bid of J. Ross Express Inc. be accepted and the resolution passed authorizing the General Manager, Chief Executive Officer to enter into a contract.
- 9.0 ATTACHMENT: None.

Recommended and certified as appropriate to the availability of funds, legal form and conformance with the Procurement requirements.


General Manager, Chief Executive Officer

RESOLUTION NO. 2020-29

AUTHORIZING CONTRACT NO. 2020-144 WITH J. ROSS EXPRESS INC. FOR MOTOR VEHICLE TOWING AND FLAT TIRE REPLACEMENT SERVICES, AS SPECIFIED AND AS REQUIRED, FOR A PERIOD OF THREE YEARS WITH TWO, ADDITIONAL ONE YEAR OPTIONS FOR RENEWAL, AT A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$563,800.00 (GENERAL FUND, FLEET MANAGEMENT DEPARTMENT BUDGET)

WHEREAS, the Authority has a recurring need for towing and flat tire services for its fleet of revenue and non-revenue vehicles and, when necessary, the towing of parking violators; and

WHEREAS, the bid of J. Ross Express Inc., located at 3160 East 79th Street Cleveland, Ohio 44104, for the furnishing of towing and flat tire services for the Authority's revenue and non-revenue vehicles, as specified and as required, for a period of three years with two, additional one-year options for renewal, was received on March 18, 2020, at unit prices resulting in an amount not to exceed \$338,280.00 for the base three years, and in an amount not to exceed \$112,760.00 per option year, resulting in a total contract amount not to exceed \$563,800.00 for the five-year period; and

WHEREAS, the General Manager, Chief Executive Officer deems the bid of J. Ross Express Inc. to be the lowest responsive bid from a responsible bidder and recommends acceptance thereof by the Board of Trustees.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Greater Cleveland Regional Transit Authority, Cuyahoga County, Ohio:

Section 1. That the bid of J. Ross Express Inc., for the furnishing of towing and flat tire services, as specified and as required, for a period of three years with two, additional one-year options for renewal, be and the same is hereby accepted.

Section 2. That the General Manager, Chief Executive Officer be and is hereby authorized to enter into a contract with J. Ross Express Inc., for the furnishing of towing and flat tire services, as specified and as required, for a period of three years with two, additional one-year options for renewal, exercisable by the General Manager, Chief Executive Officer.

Section 3. That said contract shall be payable from the General Fund, Fleet Management Department budget, in an amount not to exceed \$338,280.00 for the period three years and in an amount not to exceed \$112,760.00 for each option year, for a total contract amount not to exceed \$563,800.00 for the five-year period.

Section 4. That said contract shall be binding upon and an obligation of the Authority contingent upon future funding, compliance by the contractor to the Specifications and Addenda, if any; the Affirmative Action Plan adopted by the Board of Trustees; bonding and insurance requirements and all applicable laws relating to contractual obligations of the Authority.

Section 5. That the Greater Cleveland Regional Transit Authority's Board of Trustees expects that J. Ross Express Inc. will attempt to exceed the 0% minimum DBE goal assigned to this procurement.

Section 6. That this resolution shall become effective immediately upon its adoption.

Adopted: April 14, 2020

President

Attest: _____
Interim Secretary-Treasurer



Greater Cleveland Regional Transit Authority
STAFF SUMMARY AND COMMENTS

TITLE/DESCRIPTION: TO AMEND THE FISCAL YEAR 2020 REVENUES AND APPROPRIATIONS FOR THE GENERAL FUND, AS ADOPTED IN RESOLUTION NO. 2019-118, TO PROVIDE FOR AN INCREASE IN THE APPROPRIATION FOR THE LAW ENFORCEMENT FUND IN THE AMOUNT OF \$6,000	Resolution No.: 2020-30
	Date: April 9, 2020
	Initiator: Office of Management & Budget
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 PURPOSE/SCOPE: This action will amend the 2020 Appropriations Budget in order to increase the appropriation in the Law Enforcement Fund.
- 2.0 DESCRIPTION/JUSTIFICATION: The Authority derives revenue from seized and confiscated monies and/or properties of convicted drug dealers prosecuted by the Northern Ohio Law Enforcement Task Force.

The Office of the United States Attorney has instituted certain guidelines for the reporting and disbursement of funds including restricting the use of the funds for law enforcement purposes only. As such, the Transit Police Department requests to use these funds in the amount of \$6,000 for unbudgeted law enforcement purposes to acquire a dual purpose canine to support law enforcement activities.
- 3.0 PROCUREMENT BACKGROUND: Does not apply.
- 4.0 AFFIRMATIVE ACTION/DBE BACKGROUND: Does not apply.
- 5.0 POLICY IMPACT: This action is consistent with the policy guidelines for use of funds derived from the Northern Ohio Law Enforcement Task Force, i.e. the funds must be spent for law enforcement purposes.
- 6.0 ECONOMIC IMPACT: This resolution recognizes an estimate of expenditures out of the Law Enforcement Fund in the amount of \$6,000.
- 7.0 ALTERNATIVES: Since the Authority can only use these funds for law enforcement purposes, the only alternatives to appropriating these funds within the Law Enforcement Fund are to return the funds or to keep them on balance for use by Transit Police at another time.
- 8.0 RECOMMENDATION: It is recommended that the Board adopt this resolution as proposed.
- 9.0 ATTACHMENTS: None.

Recommended and certified as appropriate to the availability of funds, legal form and conformance with the Procurement requirements.

Sheryl King Bedford for: Andria Birdsong
General Manager, Chief Executive Officer

RESOLUTION NO. 2020-30

TO AMEND THE FISCAL YEAR 2020 REVENUES AND APPROPRIATIONS FOR THE GENERAL FUND, AS ADOPTED IN RESOLUTION NO. 2019-118, TO PROVIDE FOR AN INCREASE IN THE APPROPRIATION FOR THE LAW ENFORCEMENT FUND IN THE AMOUNT OF \$6,000

WHEREAS, the Greater Cleveland Regional Transit Authority ("GCRTA") is involved with the multi-jurisdictional Northern Ohio Law Enforcement Task Force ("Task Force"); and

WHEREAS, GCRTA derives revenue from seized and confiscated monies and/or properties of convicted drug dealers prosecuted by the Task Force; and

WHEREAS, guidelines instituted by the Office of the United States Attorney restrict the use of these funds for law enforcement purposes; and

WHEREAS, by Resolution No. 2019-118, adopted December 17, 2019, no funding was appropriated in the 2020 budget for the Law Enforcement Fund; and

WHEREAS, GCRTA has funds available in the Law Enforcement Fund and needs to use \$6,000 of these funds; and

WHEREAS, the Transit Police Department intends to use these funds for unbudgeted law enforcement purposes to acquire a dual purpose canine to support law enforcement activities.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Greater Cleveland Regional Transit Authority, Cuyahoga County, Ohio:

Section 1. That the appropriations for the current expenses and other expenditures of the Authority, during the period of January 1, 2020 through December 31, 2020 ("Fiscal Year 2020"), as set forth in Resolution No. 2019-118, adopted by the Board on December 17, 2019, are hereby amended as follows:

	<u>LAW ENFORCEMENT FUND</u>	
	Current 2020 <u>Appropriation</u>	Amended 2020 <u>Appropriation</u>
34 TRANSIT POLICE		
Law Enforcement Fund	\$0	\$6,000

Section 2. That all other provisions of Resolution No. 2019-118, not otherwise amended, shall remain in full force and effect.

Section 3. That this resolution shall become effective immediately upon its adoption.

Adopted: April 14, 2020

President

Attest: _____
Interim Secretary-Treasurer

THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
 REPORT OF CASH RECEIVED COMPARED TO PRIOR YEAR - GENERAL FUND
 FOR THE PERIOD ENDED MARCH 31, 2020 AND MARCH 31, 2019

	CURRENT MONTH	PRIOR YR MONTH	VARIANCE	%CHANGE	CURRENT % OF TOTAL	2020 YTD	2019 YTD	VARIANCE	%CHANGE	CURRENT % OF TOTAL
<u>PASSENGER FARES:</u>										
CASH FARES	\$ 894,733	\$ 1,412,809	\$ (518,076)	(36.57%)	2.90%	\$ 3,273,946	\$ 4,019,976	\$ (745,980)	(18.56%)	4.02%
PASS/TICKET SALES	785,832	1,514,850	(729,018)	(48.12%)	2.54%	2,861,338	3,654,643	(793,305)	(21.71%)	3.52%
CMSD - STUDENT FARECARDS	176,056	-	176,056	-	0.57%	618,334	-	618,334	-	0.76%
U-PASS	822,680	489,293	333,387	68.14%	2.66%	1,193,970	489,293	704,677	144.02%	1.47%
MOBILE TICKETING	393,864	424,171	(30,307)	(7.14%)	1.28%	1,428,367	1,194,416	233,951	19.59%	1.76%
SUBTOTAL PASSENGER FARES	3,073,165	3,841,123	(767,958)	(19.99%)	9.95%	9,375,955	9,358,278	17,677	0.19%	11.52%
<u>OPERATING SUBSIDIES:</u>										
SALES & USE TAX	21,219,411	19,588,186	1,631,225	8.33%	68.72%	57,973,409	54,653,423	3,319,986	6.07%	71.25%
SUBTOTAL OPERATING SUBSIDIES	21,219,411	19,588,186	1,631,225	8.33%	68.72%	57,973,409	54,653,423	3,319,986	6.07%	71.25%
<u>OTHER REVENUE:</u>										
ADVERTISING/CONCESSIONS/COMMISSIONS	2,451	57,198	(54,747)	(95.71%)	0.01%	1,419,300	1,218,172	201,128	16.51%	1.74%
NAMING RIGHTS LESS COMMISSIONS	21,000	-	21,000	-	0.07%	350,379	231,000	119,379	51.68%	0.43%
RENTAL INCOME	18,130	28,766	(10,636)	(36.97%)	0.06%	67,944	87,493	(19,549)	(22.34%)	0.08%
INTEREST INCOME	171,722	61,768	109,954	178.01%	0.56%	275,046	277,473	(2,427)	(0.87%)	0.34%
OTHER	3,360	16,481	(13,121)	(79.61%)	0.01%	20,492	26,144	(5,652)	(21.62%)	0.03%
SUBTOTAL OTHER REVENUE	216,663	164,213	52,450	31.94%	0.70%	2,133,161	1,840,282	292,879	15.91%	2.62%
<u>REIMBURSEMENTS AND OTHER SOURCES OF CASH:</u>										
FUEL/CNG/PROPANE TAX REFUNDS	151,030	865,193	(714,163)	(82.54%)	0.49%	220,822	960,838	(740,016)	(77.02%)	0.27%
GRANT REIMBURSEMENT (FEDERAL, STATE, LOCAL MATCH)	-	53,993	(53,993)	-	0.00%	273,236	190,973	82,263	43.08%	0.34%
PREVENTIVE MAINTENANCE (FEDERAL, STATE, LOCAL MATCH)	6,000,000	-	6,000,000	-	19.43%	10,000,000	12,000,000	(2,000,000)	(16.67%)	12.29%
FEDERAL OPERATING ASSISTANCE	77,737	-	77,737	-	0.25%	107,806	27,886	79,920	286.60%	0.13%
MISCELLANEOUS RECEIPTS	141,752	120,278	21,474	17.85%	0.46%	1,276,749	1,054,427	222,322	21.08%	1.57%
SUBTOTAL REIMBURSEMENTS AND OTHER SOURCES OF CASH	6,370,519	1,039,464	5,331,055	512.87%	20.63%	11,878,613	14,234,124	(2,355,511)	(16.55%)	14.60%
TOTAL CASH RECEIVED - GENERAL FUND	\$ 30,879,758	\$ 24,632,986	\$ 6,246,772	25.36%	100.00%	\$ 81,361,138	\$ 80,086,107	\$ 1,275,031	1.59%	100.00%

THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
 REPORT OF CASH RECEIVED COMPARED TO BUDGET - GENERAL FUND
 FOR THE PERIOD ENDED MARCH 31, 2020

	BUDGET MONTH	CURRENT MONTH	VARIANCE	%CHANGE	CURRENT % OF TOTAL	2020 YTD BUDGET	2020 YTD	VARIANCE	%CHANGE	CURRENT % OF TOTAL
PASSENGER FARES:										
CASH FARES	\$ 1,258,970	\$ 894,733	\$ (364,237)	(28.93%)	2.90%	\$ 3,418,421	\$ 3,273,946	\$ (144,475)	(4.23%)	4.02%
PASS/TICKET SALES	1,022,154	785,832	(236,322)	(23.12%)	2.54%	2,775,406	2,861,338	85,932	3.10%	3.52%
CMUSD - STUDENT FARECARDS	504,443	176,056	(328,387)	(65.10%)	0.57%	1,369,691	618,334	(751,357)	(54.86%)	0.76%
U-PASS	179,129	822,680	643,551	359.27%	2.66%	486,382	1,193,970	707,588	145.48%	1.47%
MOBILE TICKETING	406,431	393,864	(12,567)	(3.09%)	1.28%	1,103,563	1,428,367	324,804	29.43%	1.76%
SUBTOTAL PASSENGER FARES	3,371,128	3,073,165	(297,963)	(8.84%)	9.95%	9,153,463	9,375,955	222,492	2.43%	11.52%
OPERATING SUBSIDIES:										
SALES & USE TAX	19,883,967	21,219,411	1,335,444	6.72%	68.72%	55,478,688	57,973,409	2,494,721	4.50%	71.25%
SUBTOTAL OPERATING SUBSIDIES	19,883,967	21,219,411	1,335,444	6.72%	68.72%	55,478,688	57,973,409	2,494,721	4.50%	71.25%
OTHER REVENUE:										
ADVERTISING/CONCESSIONS/COMMISSIONS	59,787	2,451	(57,336)	(95.90%)	0.01%	1,273,313	1,419,300	145,987	11.47%	1.74%
NAMING RIGHTS LESS COMMISSIONS	-	21,000	21,000	-	0.07%	393,314	350,379	(42,935)	(10.92%)	0.43%
RENTAL INCOME	31,191	18,130	(13,061)	(41.87%)	0.06%	94,868	67,944	(26,924)	(28.38%)	0.08%
INTEREST INCOME	52,898	171,722	118,824	224.63%	0.56%	237,625	275,046	37,421	15.75%	0.34%
OTHER	157,648	3,360	(154,288)	(97.87%)	0.01%	250,079	20,492	(229,587)	(91.81%)	0.03%
SUBTOTAL OTHER REVENUE	301,524	216,663	(84,861)	(28.14%)	0.70%	2,249,199	2,133,161	(116,038)	(5.16%)	2.62%
REIMBURSEMENTS AND OTHER SOURCES OF CASH:										
FUEL/CNG/PROPANE TAX REFUNDS	276,906	151,030	(125,876)	(45.46%)	0.49%	307,518	220,822	(86,696)	(28.19%)	0.27%
GRANT REIMBURSEMENT (FEDERAL, STATE, LOCAL MATCH)	17,591	-	(17,591)	-	0.00%	62,218	273,236	211,018	339.16%	0.34%
PREVENTIVE MAINTENANCE (FEDERAL, STATE, LOCAL MATCH)	-	6,000,000	6,000,000	-	19.43%	11,376,458	10,000,000	(1,376,458)	(12.10%)	12.29%
FEDERAL OPERATING ASSISTANCE	-	77,737	77,737	-	0.25%	-	107,806	107,806	-	0.13%
MISCELLANEOUS RECEIPTS	10,655	141,752	131,097	1230.39%	0.46%	93,408	1,276,749	1,183,341	1266.86%	1.57%
SUBTOTAL REIMBURSEMENTS AND OTHER SOURCES OF CASH	305,152	6,370,519	6,065,367	1987.66%	20.63%	11,839,601	11,878,613	39,012	0.33%	14.60%
TOTAL CASH RECEIVED - GENERAL FUND	\$ 23,861,770	\$ 30,873,758	\$ 7,017,988	29.41%	100.00%	\$ 78,720,951	\$ 81,361,138	\$ 2,640,187	3.35%	100.00%

**GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
SALES AND USE TAXES
ACTUAL RECEIPTS THROUGH APRIL 2020**

<u>MONTH RECEIVED</u>	<u>2018 ACTUAL</u>	<u>2019 ACTUAL</u>	<u>2020 ESTIMATE</u>	<u>2020 ACTUAL</u>	<u>2020 VERSUS 2019 MONTH % CHANGE</u>	<u>2020 MONTHLY ACTUAL VERSUS 2020 MONTHLY ESTIMATE</u>	<u>2018 YTD ACTUAL</u>	<u>2019 YTD ACTUAL</u>	<u>2020 YTD ESTIMATE</u>	<u>2020 YTD ACTUAL</u>	<u>2020 VERSUS 2019 YTD % CHANGE</u>	<u>2020 YTD % EST VARIANCE</u>
JANUARY	\$15,344,775	\$17,311,711	\$17,730,936	\$18,303,734	5.73%	3.23%	\$15,344,775	\$17,311,711	\$17,730,936	\$18,303,734	5.73%	3.23%
FEBRUARY	\$16,311,506	\$17,753,526	\$18,183,450	\$18,450,264	3.92%	1.47%	\$31,656,281	\$35,065,237	\$35,914,386	\$36,753,998	4.82%	2.34%
MARCH	\$19,193,689	\$19,588,186	\$20,062,539	\$21,219,411	8.33%	5.77%	\$50,849,970	\$54,653,423	\$55,976,925	\$57,973,409	6.07%	3.57%
APRIL	\$15,159,363	\$15,303,867	\$15,674,469	\$16,460,465	7.56%	5.01%	\$66,009,332	\$69,957,290	\$71,651,394	\$74,433,873	6.40%	3.88%
MAY	\$15,056,101	\$15,802,827	\$16,185,512									
JUNE	\$17,840,652	\$18,297,841	\$18,740,946									
JULY	\$15,909,441	\$16,425,144	\$16,822,900									
AUGUST	\$17,953,926	\$17,918,246	\$18,352,159									
SEPTEMBER	\$18,575,082	\$19,225,063	\$19,690,622									
OCTOBER	\$17,725,278	\$17,757,984	\$18,188,016									
NOVEMBER	\$17,489,540	\$18,251,949	\$18,693,943									
DECEMBER	\$17,772,354	\$18,555,735	\$17,070,682									
TOTAL	\$204,331,707	\$212,192,079	\$215,396,174	\$74,433,873								

Summary:

Month

7.56% (\$1,156,598) higher than April 2019 Actual

5.01% (\$785,996) higher than April 2020 estimate

YTD

6.40% (\$4,476,583) higher than 2019 Actual

3.88% (\$2,782,479) higher than 2020 estimate

**GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
INVENTORY OF TREASURY INVESTMENTS
AS OF MARCH 31, 2020**

FUND	PURCHASE DATE	MATURITY DATE	INSTRUMENT	INSTITUTION	TERM DAYS	TOTAL PRINCIPAL	ACCRUED INTEREST	AVERAGE DAYS TO MATURITY	AVERAGE YIELD	
BOND RETIREMENT FUND	3/31/2020	4/1/2020	MONEY MARKET	HUNTINGTON BANK	1	\$3,286,808	\$0	1	1.23%	
	5/8/2019	5/31/2020	TREASURY BILL FOR PREMIUM	HUNTINGTON BANK	389	\$745,283	\$10,250	91	2.10%	
	5/8/2019	11/30/2020	TREASURY BILL FOR PREMIUM	HUNTINGTON BANK	571	\$1,642,975	\$24,503	275	2.10%	
	5/8/2019	5/31/2021	TREASURY BILL FOR PREMIUM	HUNTINGTON BANK	752	\$719,364	\$9,145	456	2.10%	
	5/8/2019	5/31/2022	TREASURY BILL FOR PREMIUM	HUNTINGTON BANK	1118	\$247,412	\$3,986	821	2.10%	
	5/8/2019	11/30/2021	TREASURY BILL FOR PREMIUM	HUNTINGTON BANK	936	\$1,665,366	\$26,787	640	2.10%	
	2/21/2020	5/28/2020	TREASURY BILL	HUNTINGTON BANK	97	\$1,307,051	\$408	89	1.43%	
	1/30/2020	5/28/2020	TREASURY BILL	HUNTINGTON BANK	119	\$1,175,417	\$2,862	89	1.46%	
	TOTAL BOND RETIREMENT FUND						\$10,789,677	\$77,941	89	1.69%
	GENERAL FUND	3/31/2020	4/1/2020	MERCHANT ACCT-KEY MMKT	KEY BANK	1	\$15,053	\$0	1	0.75%
9/28/2017		9/28/2020	FHLMC	STIFEL NICOLAUS	1095	\$3,625,000	\$31,497	212	1.70%	
3/27/2018		4/27/2020	FHLMC	STIFEL NICOLAUS	759	\$983,020	\$6,847	58	2.42%	
10/29/2018		10/28/2021	FHLB	STIFEL NICOLAUS	1093	\$3,055,100	\$5,513	599	2.94%	
2/20/2020		2/14/2023	FHLB	STIFEL NICOLAUS	783	\$5,000,000	\$9,722	774	1.75%	
3/31/2020		4/1/2020	STAR OHIO	STATE OF OHIO	1	\$34,718,475	\$0	1	1.01%	
3/31/2020		4/1/2020	BLACKROCK MONEY MKT	PNC BANK	1	\$22,351	\$0	1	1.56%	
3/31/2020		4/1/2020	EMPLOYEE ACTIVITY FUND	KEY BANK	1	\$147,592	\$0	1	0.75%	
3/31/2020		4/1/2020	SALES TAX ACCOUNT	HUNTINGTON BANK	1	\$4,293	\$0	1	1.48%	
3/31/2020		4/1/2020	KEY ECR	KEY BANK	1	\$2,008,638	\$0	1	0.75%	
TOTAL GENERAL FUND						\$49,579,522	\$53,579	1	1.27%	
INSURANCE FUND		2/23/2018	2/16/2021	FHLMC	HUNTINGTON BANK	1092	\$1,000,000	\$2,771	382	2.37%
		12/31/2018	12/27/2021	FHLB	STIFEL NICOLAUS	1091	\$1,957,000	\$4,514	661	3.00%
	2/20/2020	2/14/2023	FHLB	STIFEL NICOLAUS	783	\$3,000,000	\$5,833	774	1.75%	
	3/31/2020	4/1/2020	STAR OHIO	STATE OF OHIO	1	\$1,886,004	\$0	1	1.01%	
	3/31/2020	4/1/2020	KEY ECR	KEY BANK	1	\$58,266	\$0	3	0.75%	
TOTAL INSURANCE FUND						\$7,901,271	\$13,118	3	1.96%	

**GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
INVENTORY OF TREASURY INVESTMENTS
AS OF MARCH 31, 2020**

FUND	PURCHASE DATE	MATURITY DATE	INSTRUMENT	INSTITUTION	TERM DAYS	TOTAL PRINCIPAL	ACCRUED INTEREST	AVERAGE DAYS TO MATURITY	AVERAGE YIELD
LAW ENFORCEMENT FUND	3/31/2020	4/1/2020	LAW ENFORCEMENT	KEY BANK-SWEEP	1	\$327	\$0	1	0.75%
	3/31/2020	4/1/2020	STAR OHIO	STATE OF OHIO	1	\$63,146	\$0	1	1.01%
TOTAL LAW ENFORCEMENT FUND						\$63,473			1.01%
LOCAL MATCH FUND									
	12/31/2018	12/27/2021	FHLB	STIFEL NICOLAUS	1091	\$2,935,500	\$6,771	667	3.00%
	12/13/2019	9/8/2020	2019 DEBT ACCT-BCIMIA CP	HUNTINGTON BANK	270	\$4,925,000	\$30,278	192	2.03%
	3/17/2020	1/24/2023	FFCB	STIFEL NICOLAUS	1042	\$5,091,175	\$3,189	1028	1.64%
	3/31/2020	4/1/2020	2019 DEBT ACCT-STAR OHIO	STATE OF OHIO	1	\$19,443,411	\$0	1	1.01%
	3/31/2020	4/1/2020	2019 DEBT ACCT-KEY ECR	KEY BANK	1	\$939	\$0	1	0.75%
	3/31/2020	4/1/2020	LOCAL MATCH-STAR OHIO	STATE OF OHIO	1	\$8,122,722	\$0	1	1.01%
	3/31/2020	4/1/2020	LOCAL MATCH-KEY ECR	KEY BANK	1	\$2,484	\$0	1	0.75%
	3/31/2020	4/1/2020	GRANT-ECR	KEY BANK	1	\$766,787	\$0	1	0.75%
	3/31/2020	4/1/2020	CATCH BASIN-KEY ECR	KEY BANK	1	\$101,872	\$0	1	0.75%
TOTAL LOCAL MATCH FUND						\$41,389,890	\$40,238		1.35%
PENSION FUND	3/31/2020	4/1/2020	KEY ECR	KEY BANK	1	\$53,708	\$0	1	0.75%
	10/21/2019	10/21/2022	FHLMC	STIFEL NICOLAUS	1096	\$1,000,000	\$9,000	965	2.00%
	2/28/2020	3/2/2020	STAR OHIO	STATE OF OHIO	1	\$226,010	\$0	1	1.01%
TOTAL PENSION FUND						\$1,279,718	\$9,000		1.77%
RTA CAPITAL FUND	3/31/2020	4/1/2020	KEY ECR	KEY BANK	1	\$39,627	\$0	1	0.75%
	12/31/2018	12/27/2021	FHLB	STIFEL NICOLAUS	1091	\$1,957,000	\$4,514	667	3.00%
	12/31/2019	12/19/2022	FFCB	STIFEL NICOLAUS	1085	\$1,000,000	\$4,598	2	1.78%
TOTAL RTA CAPITAL FUND						\$2,996,627	\$9,112		2.57%
RESERVE FUND	9/28/2017	9/28/2020	FHLMC	STIFEL NICOLAUS	1095	\$2,000,000	\$17,378	212	1.70%
	6/22/2018	10/5/2020	FHLB	STIFEL NICOLAUS	833	\$2,937,780	\$24,933	219	2.64%
	10/21/2019	10/21/2022	FHLMC	STIFEL NICOLAUS	1096	\$4,000,000	\$36,000	966	2.00%
	12/3/2019	11/25/2022	FFCB	STIFEL NICOLAUS	1087	\$3,000,000	\$21,375	1000	1.71%
	12/27/2019	12/27/2022	FFCB	STIFEL NICOLAUS	1095	\$5,000,000	\$24,146	1032	1.83%
	2/20/2020	2/14/2023	FHLB	STIFEL NICOLAUS	783	\$8,000,000	\$15,556	774	1.75%
	3/17/2020	1/24/2023	FFCB	STIFEL NICOLAUS	1042	\$5,091,175	\$3,189	1028	1.64%
	3/18/2020	6/5/2020	JOHN DEERE CP	STIFEL NICOLAUS	79	\$4,987,931	\$1,986	66	1.10%
	3/26/2020	9/23/2022	FFCB	STIFEL NICOLAUS	910	\$1,999,733	\$556	905	1.80%
	3/31/2020	4/1/2020	KEY ECR	KEY BANK	1	\$74,316	\$0	1	0.75%
	3/31/2020	4/1/2020	STAR OHIO	STATE OF OHIO	1	\$5,634,557	\$0	1	1.01%
TOTAL RESERVE FUND						\$42,725,491	\$145,118		1.66%
TOTAL ALL FUNDS						\$156,725,670	\$348,106	319	1.49%

**GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
DEBT SERVICE SCHEDULE AND STATUS
AS OF MARCH 31, 2020**

Bonds	Final Maturity Date	Total Principal Outstanding 12/1/2019	6/1/2020		12/1/2020		6/1/2020		12/1/2020		Total Debt Requirement 2020
			Interest Payable/	Principal Payable/	Interest Payable/	Principal Payable/	Debt Service Requirement/	Debt Service Requirement/	Debt Service Requirement/	Debt Service Requirement/	
Series 2012-Sales Tax Rev.	Dec. 2031	13,660,000.00	333,600.00	0.00	333,600.00	3,160,000.00	333,600.00	3,493,600.00	3,493,600.00	3,827,200.00	
Series 2014A-Sales Tax Rev.	Dec. 2025	13,360,000.00	301,825.00	0.00	301,825.00	3,055,000.00	301,825.00	3,356,825.00	3,356,825.00	3,658,650.00	
Series 2014B-Sales Tax Rev.	Dec. 2020	540,000.00	7,930.00	0.00	7,930.00	540,000.00	7,930.00	547,930.00	547,930.00	555,860.00	
Series 2015-Sales Tax Rev.	Dec. 2034	44,250,000.00	1,080,450.00	0.00	1,080,450.00	2,890,000.00	1,080,450.00	3,970,450.00	3,970,450.00	5,050,900.00	
Series 2016-Sales Tax Rev.	June 2031	15,010,000.00	375,050.00	0.00	375,050.00	10,000.00	375,050.00	385,050.00	385,050.00	760,100.00	
Series 2019-Sales Tax Rev.	Dec. 2039	30,000,000.00	750,000.00	0.00	750,000.00	905,000.00	750,000.00	1,655,000.00	1,655,000.00	2,405,000.00	
Total Bonds		\$116,820,000.00	\$2,848,855.00	\$0.00	\$2,848,855.00	\$10,560,000.00	\$2,848,855.00	\$13,408,855.00	\$13,408,855.00	\$16,257,710.00	

Bond Retirement
\$6,850,484

Current Balance (Set Aside for 2020)

Monthly Set Aside Required
\$1,175,903

Monthly Set Aside Required

GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
SUMMARY OF INVESTMENT PERFORMANCE
YEAR TO DATE THROUGH MARCH 31, 2020

<u>MONTH</u>	<u>2020</u>			<u>2019</u>			<u>MARKET YIELD #</u>	<u>STANDARD YIELD #</u>	<u>MARKET YIELD #</u>
	<u>AVERAGE BALANCE</u>	<u>INTEREST EARNED</u>	<u>AVERAGE YIELD</u>	<u>AVERAGE BALANCE</u>	<u>INTEREST EARNED</u>	<u>AVERAGE YIELD</u>			
JANUARY	\$153,025,000	\$306,867	1.94%	\$117,399,117	\$193,803	2.29%	1.49%	2.42%	1.75%
FEBRUARY	\$147,326,500	\$177,033	1.93%	\$124,109,287	\$159,303	2.26%	1.22%	2.45%	1.75%
MARCH	\$153,725,000	\$446,742	1.49%	\$122,603,151	\$192,045	2.29%	0.10%	2.47%	1.65%
APRIL				\$121,652,368	\$204,088	2.29%		2.45%	1.65%
MAY				\$159,898,231	\$260,509	2.32%		2.41%	1.55%
JUNE				\$155,024,717	\$232,714	2.29%		2.33%	1.55%
JULY				\$158,773,489	\$309,114	2.31%		2.26%	1.45%
AUGUST				\$152,652,458	\$271,681	2.24%		2.16%	1.45%
SEPTEMBER				\$154,925,167	\$222,909	2.21%		2.07%	1.40%
OCTOBER				\$142,878,197	\$306,422	2.13%		1.94%	1.40%
NOVEMBER				\$156,507,676	\$251,343	2.05%		1.83%	1.37%
DECEMBER				\$155,044,134	\$212,949	2.00%		1.75%	1.52%
YEAR TO DATE	151,358,833	\$930,642	1.79%	\$143,455,671	\$2,816,880	2.22%	0.94%	2.21%	1.54%
RTA AVERAGE YIELDS OVER (UNDER) INDEX			0.33%				0.85%	0.38%	0.79%

Moving average coupon equivalent yields for 6 month Treasury Bills,

Market Yield equals US Treasury Money Fund 7 Day Yield

**GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
REPORT ON INVESTMENT EARNINGS (CASH BASIS)
MARCH 2020**

**BOND RETIREMENT FUND
HUNTINGTON MONEY MARKET**

	<u>\$2,122.39</u>
	\$2,122.39
	\$7,100.74
	\$2,051.59

**GENERAL FUND
HUNTINGTON-SALES TAX ACCOUNT
STAROHIO
KEY BANK SWEEP ACCOUNT
FFCB-Discout
FFCB
FFCB
FHLMC
MERCHANT ACCOUNT-MONEY MARKET**

	\$588.94
	\$24,123.41
	\$623.45
	\$91,230.00
	\$18,109.16
	\$5,950.00
	\$31,078.13
	<u>\$18.85</u>
	\$171,721.94
	\$275,045.85
	\$277,473.00

**INSURANCE FUND
STAROHIO**

	<u>\$2,115.79</u>
	\$2,115.79
	\$87,619.87
	\$63,407.33

**LAW ENFORCEMENT FUND
STAROHIO
KEY BANK SWEEP ACCOUNT-TRNG
KEY BANK SWEEP ACCOUNT**

	\$71.37
	\$0.01
	<u>\$0.02</u>
	\$71.40
	\$260.42
	\$215.53

**GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
REPORT ON INVESTMENT EARNINGS (CASH BASIS)
MARCH 2020**

LOCAL MATCH FUND

STAROHIO	\$9,163.49
FFCB-Discourt	\$61,800.00
FFCB-Discourt	\$2,250.00
FFCB	\$12,100.98
FFCB	\$2,264.31
STAROHIO-2019 DEBT	\$22,248.91
KEY BANK SWEEP ACCOUNT	<u>\$23.20</u>
	MARCH 2020
	\$109,850.89
	2020 YEAR TO DATE
	\$295,956.29
	2019 YEAR TO DATE
	\$56,117.85

PENSION FUND

STAROHIO	\$253.55
KEY BANK SWEEP ACCOUNT	<u>\$5.80</u>
	MARCH 2020
	\$259.35
	2020 YEAR TO DATE
	\$1,114.80
	2019 YEAR TO DATE
	\$8,316.55

EMPLOYEE ACTIVITY ACCOUNT

KEY BANK MONEY MARKET	\$14.77
	<u>\$14.77</u>
	MARCH 2020
	\$144.73
	2020 YEAR TO DATE
	\$245.99
	2019 YEAR TO DATE

RTA CAPITAL FUND

FFCB	\$2,551.56
FFCB-Discourt	\$61,800.00
FFCB	\$12,100.97
KEY BANK SWEEP ACCOUNT	<u>\$47.88</u>
	MARCH 2020
	\$76,500.41
	2020 YEAR TO DATE
	\$99,928.07
	2019 YEAR TO DATE
	\$12,906.85

**GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
REPORT ON INVESTMENT EARNINGS (CASH BASIS)
MARCH 2020**

RESERVE FUND		
STAROHIO		\$9,330.65
FHLMC-Discount		\$3,150.00
FHLMC		\$16,734.37
FFCB		\$29,343.05
FHLMC		\$19,125.00
KEY BANK SWEEP ACCOUNT		<u>\$153.57</u>
	MARCH 2020	\$77,836.64
	2020 YEAR TO DATE	\$168,587.17
	2019 YEAR TO DATE	\$134,400.59
TOTAL ALL FUNDS	MARCH 2020	\$440,493.58
	2020 YEAR TO DATE	\$935,757.94
	2019 YEAR TO DATE	\$555,135.28

INTEREST RECEIVED (CASH BASIS)	MARCH	2020 YEAR TO DATE
ACCRUED INTEREST:	\$440,494	\$935,758
BEGINNING:	(\$341,857)	(\$353,221)
ENDING:	\$348,106	\$348,106
INTEREST INCOME EARNED:	\$446,742	\$930,642
AVERAGE INVESTMENT BALANCE (COST):	\$153,725,000	\$151,358,833
AVERAGE YIELD ON INVESTMENTS:	<u>1.49%</u>	<u>1.79%</u>

**COMPOSITION OF INVESTMENT PORTFOLIO
AS OF MARCH 31, 2020**

Instrument	PRINCIPAL	FACE AMOUNT	PERCENT OF TOTAL	AVERAGE YIELD	AVERAGE MATURITY
Money Market Account	\$3,431,750	\$3,328,506	2.19%	1.23%	1
Key Bank Sweep Account	\$147,919	\$147,919	0.09%	0.75%	1
Star Ohio	\$70,094,325	\$70,094,325	44.72%	1.01%	1
Earnings Credit Rate Account	\$3,106,638	\$3,106,638	1.98%	0.75%	3
U.S. Government Securities	\$70,032,106	\$70,333,000	44.68%	1.92%	654
Commercial Paper	\$9,912,930.56	\$10,000,000.00	6.33%	1.57%	155
Total Investment Portfolio	<u>\$156,725,668</u>	<u>\$157,010,388</u>	<u>100.00%</u>	<u>1.49%</u>	<u>319</u>