



CDTA COMMITTEE AGENDA
Strategic and Operational Planning Committee
Thursday, December 14, 2023 | 12:00 PM
Microsoft Teams & 110 Watervliet Ave

Committee Item

Responsibility

Call to Order

Mike Criscione

Approve Minutes of Thursday, October 19, 2023

Mike Criscione

Consent Agenda Items

- Approve FY2024 Budget Adjustment
- Approve FY2025 Preliminary Budget

Mike Collins

Mike Collins

Administrative Discussion Items

- Five-Year Operational and Capital Maintenance Plan

Jeremy Smith

Next Meeting: Thursday, January 25, 2024 at 12:00 pm via Microsoft Teams and 110 Watervliet Ave.

Adjourn

Mike Criscione

**Capital District Transportation Authority
Strategic and Operational Planning Committee
Meeting Minutes – October 19, 2023 at 12:03 pm; via Microsoft Teams
and 110 Watervliet Ave.**

In Attendance: Mike Criscione, Peter Wohl, Pat Lance, Georgie Nugent, Denise Figueroa; Carm Basile, Amanda Avery, Mike Collins, Chris Desany, Lance Zarcone, Jaime Kazlo, Emily DeVito, Jon Scherzer, Sarah Matrose, Gary Guy, Patricia Cooper, Jack Grogan, Kelli Schreivogl, Stacy Sansky, Jeremy Smith, Rich Cordero, Megan Quirk, Mike Williams, Vanessa Fox

Meeting Purpose

Regular monthly meeting of the Strategic and Operational Planning Committee. Committee Chair Criscione noted that a quorum was present. Minutes from the September 14, 2023 meeting were reviewed and approved.

Consent Agenda Item

Approve Merge with Warren County

- We have been discussing the plan to expand our service area into Warren County and merging with the Greater Glens Falls Transit system (GGFT) over the past year. GGFT is a small system that serves primarily a rural population, and it has become increasingly difficult to meet the demands of transit customers in that region. The time is right to effectuate such a merger.
- Staff has been working with stakeholders over the last several months to facilitate this work. One of the requirements is a memorialization of CDTA’s commitment and approval to execute the expansion. A summary of the provisions includes the purpose, assurance that we will meet and legal requirements, and the development of a transition plan.
- Formally merging with Warren County & the Greater Glens Falls Transit System will be recommended to the board for approval.

Administrative Discussion Items

Washington-Western BRT Corridor Update

- Staff provided an update on the Washington Western BRT (Purple Line) project scheduled to launch on November 5. This completes our “40 miles of BRT” vision and is expected to grow ridership along the corridor and improve key connections to education and employment.
- We discussed the existing local service, and what the BRT service will look like after the launch. Capital subprojects include a new intersection at Brevator, the Albany garage expansion, parking accommodations, land acquisitions, a one-mile busway and multi-use path at the University at Albany, a roundabout at Crossgates, a host of new branded stations with amenities, and many pedestrian improvements.
- Technology upgrades include traffic signal priority at 35 new intersections, and three new queue jump lanes. We also discussed the major components of the communications plan.

Next Meeting

Thursday, December 14, 2023, at 12:00 pm via Microsoft Teams and at 110 Watervliet Ave.

Capital District Transportation Authority

Agenda Action Sheet

Subject: FY2024 Budget Adjustment
Committee: Strategic and Operational Planning Committee
Meeting Date: December 14, 2023

Objective of Purchase or Service:

Adjust the FY2024 operating budget to recognize additional State Operating Assistance (STOA) approved by the state during the current fiscal year.

Summary of Staff Proposal:

Our FY2024 operating budget is \$126 million, and it was approved in March. An adjustment is required because New York State increased our STOA after our budget was approved.

STOA was increased an additional 7% (\$3.8 million) over our estimate and we propose to make the following budget changes;

- Reduce Mortgage Recording Tax (MRT) by \$900,000 to reflect current market conditions and actual budget performance.
- Increase the STOA line by \$3.8 million to \$59 million.
- Increase the wage line by \$1.8 million to recognize the new labor rates.
- Increase Purchase Transportation \$1.2 million to \$12 million. This increase is primarily due to STAR ridership increases and outsourcing more work.

The budget changes are summarized on the attached document.

Financial Summary/Cost:

The overall budget impact is a \$2.9 million increase (2.3%) to the FY2024 operating budget. The revised operating budget is now \$128,979,121.

Proposed Action:

I recommend a \$2.9 million budget adjustment to increase the FY2024 operating budget to \$128,979,121.

Manager:

Mike Collins, Vice President of Finance & Administration

**Capital District Transportation Authority
FY2024 Operating Budget Adjustment
December 6, 2023**

| Revenue Item | FY2024 Budget | Adjustment Amount | Adjusted Budget | % Change |
|---------------------------------|----------------------|--------------------------|------------------------|-----------------|
| Mortgage Tax | \$12,550,000 | -\$900,000 | \$11,650,000 | -7.2% |
| Customer Revenue | \$18,924,456 | \$0 | \$18,924,456 | 0.0% |
| Advertising | \$1,720,827 | \$0 | \$1,720,827 | 0.0% |
| RRS and Facilities Income | \$3,012,908 | \$0 | \$3,012,908 | 0.0% |
| Other | \$158,500 | \$0 | \$158,500 | 0.0% |
| Federal Assistance | \$29,905,923 | \$0 | \$29,905,923 | 0.0% |
| State Operating Assistance | \$55,302,797 | \$3,858,703 | \$59,161,500 | 7.0% |
| State Operating Assistance - NX | \$400,000 | \$0 | \$400,000 | 0.0% |
| County Assistance | \$1,917,001 | \$0 | \$1,917,001 | 0.0% |
| Grants | \$2,128,006 | \$0 | \$2,128,006 | 0.0% |
| Total Revenue | \$126,020,418 | \$2,958,703 | \$128,979,121 | 2.3% |
| Expense Item | FY2024 Budget | FY2024 Adjustment | Adjusted Budget | % change |
| Wages | \$59,912,759 | \$1,758,703 | \$61,671,462 | 2.9% |
| Payroll Taxes | \$4,203,904 | \$0 | \$4,203,904 | 0.0% |
| Health Benefits | \$12,750,871 | \$0 | \$12,750,871 | 0.0% |
| Workers' Comp | \$2,986,718 | \$0 | \$2,986,718 | 0.0% |
| Other Benefits | \$4,865,487 | \$0 | \$4,865,487 | 0.0% |
| Professional Services | \$6,125,162 | \$0 | \$6,125,162 | 0.0% |
| Materials and Supplies | \$1,994,023 | \$0 | \$1,994,023 | 0.0% |
| Miscellaneous | \$974,853 | \$0 | \$974,853 | 0.0% |
| Maintenance Services | \$4,271,804 | \$0 | \$4,271,804 | 0.0% |
| Purchased Transportation | \$10,865,995 | \$1,200,000 | \$12,065,995 | 11.0% |
| Utilities | \$1,653,210 | \$0 | \$1,653,210 | 0.0% |
| Fuel | \$7,635,007 | \$0 | \$7,635,007 | 0.0% |
| Parts Tires Oil | \$6,278,025 | \$0 | \$6,278,025 | 0.0% |
| General Insurance | \$1,102,600 | \$0 | \$1,102,600 | 0.0% |
| Claims | \$400,000 | \$0 | \$400,000 | 0.0% |
| Total Expenses | \$126,020,418 | \$2,958,703 | \$128,979,121 | 2.3% |
| Surplus/(Deficit) | \$0 | \$0 | \$0 | |

Capital District Transportation Authority

Agenda Action Sheet

Subject: Approve Preliminary Operating & Capital Budgets for FY2025
Committee: Strategic and Operational Planning Committee
Meeting Date: December 14, 2023

Objective of Purchase or Service:

We are required by the state to provide a preliminary operating budget and five-year capital plan by December 31, 2023.

Summary of Staff Proposal:

This is a first look at our budgets for FY2025 and it contains a number of revenue and expense estimates to begin the process. Over the next few months, we will have several opportunities for discussions as we move towards a final budget on April 1, 2024.

Operating Budget

The preliminary operating budget is projected to be \$134.5 million, a \$5.6 million increase (4.3%) over the current fiscal year. More than half the increase (\$2.9 million) is for wages. This year we are budgeting a full year of service for the BRT Purple Line; we have added Glens Falls Transit; and there is a contractual wage increase of 3.25% in June.

Other expense increases include health care, and pension contributions. We estimate a 5% increase (\$640,000) for health insurance. This may change based on final health care rates. Our new contract includes a pension contribution increase and increases for tools and uniforms.

We project a 3% increase to Purchase Transportation, but challenges remain as STAR grows and we struggle with adequate manpower levels. We are estimating a 3.4% increase in fuel costs.

We are not changing Mortgage Recording Tax (MRT) projections because of high interest rates. Customer revenue continues to outperform projections and we are estimating revenue to increase 5% next year. Revenue at the Rail Station is doing well, and we are projecting an 11% increase.

State operating assistance (STOA) is a concern. Based on a projected state budget deficit, it is unclear at this time how the deficit will affect our funding. With that said, we are projecting a 7% increase (includes Glens Falls) to show a balanced budget, although this increase will likely not happen.

Capital Plan

The attached five-year capital plan provides a summary of our projects. The plan is focused on the first year and we prioritize funding accordingly. The “out” years are mostly unfunded as we look for available funding opportunities. The plan consists of several reoccurring projects such as the annual fleet replacement program, information technology enhancements, and our shelter program. The first year also includes the start of a multi-year plan to address the condition of our facilities including the addition of the Glens Falls facility.

Longer term projects include piloting zero emission vehicles (other than electric) and perhaps even other power sources that are not yet available. Developing partnerships, like Plug Power, allows for opportunities to be in the forefront of new technologies to power vehicles.

We continue to develop plans to electrify parts of our facilities and buses with the LOW/NO grant and move forward with a West Facility Design.

Summary

We are in a good financial position to improve our system, to make it safer and more attractive. Although we face financial challenges, we are in a good position to advocate for sustained operating assistance. We continue to work with our lobbyist and the New York Public Transit Association to encourage increased state funding.

Financial Summary/Cost:

We project the FY2025 operating budget to be \$134,575,247 and the five-year capital plan to be \$288,685,441.

Proposed Action:

I recommend that the preliminary FY2025 operating budget of \$134,575,247 and the five-year capital plan of \$288,685,441 be approved to meet our New York State statutory requirement.

Manager:

Mike Collins, Vice President of Finance & Administration

**Capital District Transportation Authority
FY2025 Operating Budget
December 7, 2023**

| Revenue Item | FY2024 Budget | Budget to Budget Change | FY2025 Budget | % Change |
|---------------------------------|----------------------|-------------------------|----------------------|-------------|
| Mortgage Tax | \$11,650,000 | \$0 | \$11,650,000 | 0.0% |
| Customer Revenue | \$18,924,456 | \$1,000,000 | \$19,924,456 | 5.3% |
| Advertising | \$1,720,827 | \$0 | \$1,720,827 | 0.0% |
| RRS and Facilities Income | \$3,012,908 | \$350,000 | \$3,362,908 | 11.6% |
| Other | \$158,500 | \$0 | \$158,500 | 0.0% |
| Federal Assistance | \$29,905,923 | \$0 | \$29,905,923 | 0.0% |
| State Operating Assistance | \$59,161,500 | \$4,246,126.00 | \$63,407,626 | 7.2% |
| State Operating Assistance - NX | \$400,000 | \$0 | \$400,000 | 0.0% |
| County Assistance | \$1,917,001 | \$0 | \$1,917,001 | 0.0% |
| Grants | \$2,128,006 | \$0 | \$2,128,006 | 0.0% |
| Total Revenue | \$128,979,121 | \$5,596,126 | \$134,575,247 | 4.3% |
| Expense Item | FY2024 Budget | Budget to Budget Change | FY2025 Budget | % Change |
| Wages | \$61,671,462 | \$2,902,624 | \$64,574,086 | 6.0% |
| Payroll Taxes | \$4,203,904 | \$168,156 | \$4,372,061 | 4.0% |
| Health Benefits | \$12,750,871 | \$637,544 | \$13,388,414 | 5.0% |
| Workers' Comp | \$2,986,718 | \$0 | \$2,986,718 | 0.0% |
| Other Benefits | \$4,865,487 | \$250,000 | \$5,115,487 | 5.1% |
| Professional Services | \$6,125,162 | \$376,258 | \$6,501,420 | 6.1% |
| Materials and Supplies | \$1,994,023 | \$59,821 | \$2,053,844 | 3.0% |
| Miscellaneous | \$974,853 | \$77,988 | \$1,052,841 | 8.0% |
| Maintenance Services | \$4,271,804 | \$128,154 | \$4,399,958 | 3.0% |
| Purchased Transportation | \$12,065,995 | \$361,980 | \$12,427,975 | 3.0% |
| Utilities | \$1,653,210 | \$0 | \$1,653,210 | 0.0% |
| Fuel | \$7,635,007 | \$260,000 | \$7,895,007 | 3.4% |
| Parts Tires Oil | \$6,278,025 | \$188,341 | \$6,466,366 | 3.0% |
| General Insurance | \$1,102,600 | \$110,260 | \$1,212,860 | 10.0% |
| Claims | \$400,000 | \$75,000 | \$475,000 | 18.8% |
| Total Expenses | \$128,979,121 | \$5,596,126 | \$134,575,247 | 4.3% |
| Surplus/(Deficit) | \$0 | \$0 | \$0 | |

Capital District Transportation Authority

FY2025 Capital Plan Draft

December 7, 2023

| Project Name | Purpose | Type | 2025 | 2026 | 2027 | 2028 | 2029 | Total |
|--|----------------------|---------------|---------------------|---------------------|---------------------|---------------------|---------------------|----------------------|
| LOW/NO electrification and buses | System Improvement | Facilities | \$10,956,941 | \$10,980,000 | \$0 | \$0 | \$0 | \$21,936,941 |
| Electrification Make Ready | System Improvement | Facilities | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Street Amenities (Shelter Program) | State of Good Repair | Facilities | \$300,000 | \$300,000 | \$300,000 | \$300,000 | \$300,000 | \$1,500,000 |
| Facilities Maintenance and Engineering | State of Good Repair | Facilities | \$350,000 | \$350,000 | \$350,000 | \$350,000 | \$350,000 | \$1,750,000 |
| Buildings State of Good Repair | State of Good Repair | Facilities | \$1,050,000 | \$700,000 | \$500,000 | \$300,000 | \$300,000 | \$2,850,000 |
| Mobility Hubs - Manning Blvd | System Improvement | Facilities | \$550,000 | \$0 | \$0 | \$0 | \$0 | \$550,000 |
| RRS Enhancements | State of Good Repair | Facilities | \$580,000 | \$300,000 | \$300,000 | \$300,000 | \$3,000,000 | \$4,480,000 |
| Maintenance Training Room | System Improvement | Facilities | \$500,000 | \$0 | \$0 | \$0 | \$0 | \$500,000 |
| Downtown Albany Intermodal | System Improvement | Facilities | \$0 | \$0 | \$10,000,000 | \$15,000,000 | \$0 | \$25,000,000 |
| West Facility Design | System Improvement | Facilities | \$1,500,000 | \$6,000,000 | \$0 | \$0 | \$0 | \$7,500,000 |
| Glens Falls Capital Investments | System Improvement | Facilities/IT | \$2,500,000 | \$2,500,000 | \$500,000 | \$500,000 | \$300,000 | \$6,300,000 |
| West Facility Construction | System Improvement | Facilities | \$0 | \$0 | \$25,000,000 | \$50,000,000 | \$25,000,000 | \$100,000,000 |
| Information Technology | Normal Replacement | IT | \$500,000 | \$600,000 | \$600,000 | \$600,000 | \$600,000 | \$2,900,000 |
| Mid-Sized Infrastructure | System Improvement | Planning | \$550,000 | \$500,000 | \$250,000 | \$250,000 | \$250,000 | \$1,800,000 |
| Transit Development Plan/Route Restructuring | System Improvement | Planning | \$500,000 | \$500,000 | \$0 | \$0 | | \$1,000,000 |
| Gateway Mobility Hub & Red Line Upgrade | System Improvement | Planning | \$4,800,000 | \$453,500 | \$0 | \$0 | | \$5,253,500 |
| Fleet Financing 2022 | Normal Replacement | Rolling Stock | \$1,555,000 | \$1,555,000 | \$1,555,000 | \$1,555,000 | \$1,555,000 | \$7,775,000 |
| Bus Replacement Program - Rolling Stock | Normal Replacement | Rolling Stock | \$11,000,000 | \$6,600,000 | \$13,800,000 | \$14,400,000 | \$13,800,000 | \$59,600,000 |
| NX Commuter Bus Replacement | Normal Replacement | Rolling Stock | \$0 | \$0 | \$0 | \$1,200,000 | \$0 | \$1,200,000 |
| Flex Vehicles | System Improvement | Rolling Stock | \$400,000 | \$400,000 | \$400,000 | \$400,000 | \$400,000 | \$2,000,000 |
| STAR Buses | Normal Replacement | Rolling Stock | \$600,000 | \$600,000 | \$600,000 | \$600,000 | \$600,000 | \$3,000,000 |
| Non-Revenue Vehicles | Normal Replacement | Rolling Stock | \$300,000 | \$300,000 | \$300,000 | \$300,000 | \$300,000 | \$1,500,000 |
| Trolleys | System Improvement | Rolling Stock | \$215,000 | \$215,000 | \$430,000 | \$430,000 | \$0 | \$1,290,000 |
| Mid-Life Hybrid Replacement/Engine Overhaul | State of Good Repair | Rolling Stock | \$300,000 | \$300,000 | \$300,000 | \$300,000 | \$300,000 | \$1,500,000 |
| Alternate Fuel Vehicle Pilot | System Improvement | Rolling Stock | \$1,500,000 | \$2,000,000 | \$0 | \$0 | | \$3,500,000 |
| Zero Emission Bus Replacement Program | System Improvement | Rolling Stock | \$0 | \$0 | \$4,000,000 | \$10,000,000 | \$10,000,000 | \$24,000,000 |
| Total Expense | | | \$40,506,941 | \$35,153,500 | \$59,185,000 | \$96,785,000 | \$57,055,000 | \$288,685,441 |

Facilities Department

Facilities Five-Year Operational and Capital Maintenance Plan

*Strategic & Operational Planning Committee
December 14, 2023*



Facility Condition Analysis Report

Technical Approach:

- FTA Component List (Facility Conditions Assessment Guidebook)
 - Substructure, Shell, Interiors, Conveyance, Plumbing, HVAC, Fire Protection, Electrical, Equipment, Security/Site

- Ratings
 - Excellent, Good, Adequate, Marginal, Poor
- Actions
 - Repair, Replace, Remove
- Urgency
 - Low, Medium, High

Table 1.3 - Asset FCA Chart

| Asset | ALBNY | 85WVL | SCHNC | TROY | RRS | SSTS |
|-------------------------|-------|-------|-------|------|------|------|
| Substructure | 2.90 | 3.00 | 2.23 | 2.78 | 3.37 | 3.75 |
| Shell | 2.97 | 2.96 | 2.00 | 3.32 | 2.98 | 3.26 |
| Interiors | 3.12 | 2.98 | 2.16 | 3.18 | 2.83 | 3.48 |
| Conveyance | 4.00 | -- | -- | -- | 3.90 | -- |
| Plumbing | 3.26 | 3.11 | 3.35 | 3.56 | 4.64 | 4.91 |
| HVAC | 4.16 | 4.38 | 4.21 | 4.54 | 3.93 | 4.76 |
| Fire Protection | 1.91 | 4.00 | 2.80 | 3.61 | 3.81 | 3.80 |
| Electrical | 3.33 | 3.37 | 2.65 | 3.26 | 3.28 | 3.73 |
| Equipment | 2.37 | -- | 2.47 | 3.75 | -- | -- |
| Site | 3.32 | 3.30 | 2.58 | 4.49 | 3.50 | 3.40 |
| Average Weighted Rating | 3.02 | 3.24 | 2.56 | 3.57 | 3.33 | 3.68 |



Facility Condition Analysis Report

Table 1.4 - Deficiency Chart









| Facility | High Urgency | Medium Urgency | Low Urgency | Deficiencies Identified |
|-------------------------------|--------------|----------------|---------------|-------------------------|
| | 0 to 1 Year | 1 to 5 Years | 5 to 10 Years | |
| Albany 110 Watervliet | 21 | 67 | 58 | 146 |
| 85 Watervliet | 6 | 30 | 28 | 64 |
| Schenectady | 16 | 51 | 47 | 114 |
| Troy | 7 | 41 | 28 | 76 |
| Rensselaer Rail Station | 5 | 70 | 70 | 145 |
| Saratoga Springs Rail Station | 2 | 19 | 28 | 49 |
| Deficiencies Identified | 57 | 278 | 259 | 594 |

Examples of High Urgency Deficiencies:

- Corroded/Deteriorated gas or electrical conduit
- Deteriorated equipment (beyond useful life)
- Exit Sign, Emergency Lights, Lighting
- Major Code issues



Facility Condition Analysis Report

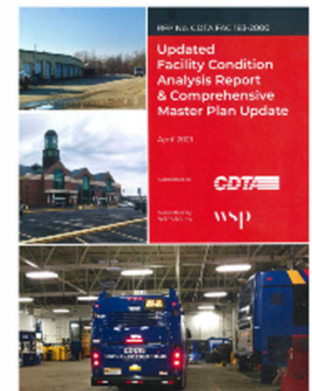
| DEFICIENCY DETAILS - Schoenectady Bus Facility | | | | | | | | | | | | | | |
|--|--------------|--------------|--|---|----------------------------|--------|-----|---------|---------|--------|-----------------------------|---|-----------|--------------------|
| Discipline | ID | Asset | Asset Description | Deficiency Description | Location | QTY | UDM | Urgency | Action | STATUS | Photo ID | Photo | Unit Cost | Total Project Cost |
| STRUCT | A10-02-SCHNC | Substructure | Foundations Standard Foundations Slab on Grade | Major Cracks/Spalling/Deterioration | Bus Facilities, Paint Shop | 20,000 | SF | MEDIUM | REPAIR | | ET-SCH-EXTBLD(124) |  | \$15 | \$375,000 |
| ARCH | B00-12-SCHNC | Shell | Exterior Enclosure Exterior Walls | Corrugated Metal Panels are damaged in multiple locations. Sill flashing is rusting in multiple locations. Previous screw holes are unfilled in multiple locations. | Multiple Locations | 4000 | SF | LOW | REPLACE | | MG-SCH-Exterior (132) |  | \$45 | \$225,000 |
| ARCH | C30-04-SCHNC | Interiors | Interior Finishes Ceiling Finishes | Acoustic Ceiling Tiles are damaged. | Driver's Lounge | 1200 | SF | LOW | REPLACE | | BS-SCH(389) |  | \$125 | \$187,500 |
| STRUCT | B10-01-SCHNC | Shell | Superstructure Roof Construction Roof Framing | Minor Corrosion/Rusting | Bus Facilities | 22,000 | SF | LOW | REPAIR | | ET-SCH-DRIGSTOR(231) |  | \$5 | \$123,750 |
| EQUIP | D00-01-SCHNC | Equipment | Vehicular Equipment Portable LR | Portable LR's used in the Chassis Wash building not rated for a wet environment and each exhibit significant rust. While not past useful life, continued use conditions could reduce the integrity and strength of the units. | Chassis Wash Building | 4 | EA | HIGH | REPLACE | | RR-SCH (122) CHSS-WASH-BLDG |  | \$18,000 | \$90,000 |
| STRUCT | A10-07-SCHNC | Substructure | Foundations Standard Foundations Trenches | Major Corrosion/Rusting Major Cracks/Spalling/Deterioration | Bus Facilities | 200 | SF | MEDIUM | REPLACE | | ET-SCH-DRIGSTOR(217) |  | \$345 | \$86,250 |
| STRUCT | B10-06-SCHNC | Shell | Superstructure Roof Construction Columns | Major Corrosion/Rusting | Bus Facilities | 600 | LF | MEDIUM | REPAIR | | ET-SCH-RECENTSTDR(387) |  | \$205 | \$128,125 |
| ELEC | H10-01-SCHNC | Electrical | Electrical Service & Distribution Switchgear | Old switchgear appears to have exceeded its useful life | Bus Garage Storage | 1 | EA | HIGH | REPLACE | | DF-SCH(126) |  | \$60,000 | \$75,000 |



Five-Year Operational and Capital Maintenance Plan

What was used to create the plan:

- Facilities Condition Analysis Report
- Facilities “Master Plan” Future Projects/”Enhancements”
- Landscape Audit
- RRS Garage Structural Maintenance Report
- Facilities Alternatives Analysis
- Bus Stop Field Assessment
- Departmental Feedback
- Facilities Annual Preventative Maintenance Plan



Structural Condition Assessment Report

Parking Structure - Rensselaer Rail Station
625 East Street
Rensselaer, New York 12154

October 21, 2022

Ryan Biggs | Clark Davis Project No. 12813-1

Prepared for:
M. Andrew Davis, Director of Facilities
Capital District Transportation Authority
110 Marston Avenue
Albany, NY 12242



Five-Year Operational and Capital Maintenance Plan

This report is intended to guide CDTA's investments for each of the facilities. It summarizes the findings of all the assessments and recommendations and identifies/categorizes proposed improvements over the next five years.

| | |
|-------------------------------|--|
| Discipline | Each deficiency may fall under one of the following disciplines: <ul style="list-style-type: none"> • Architectural • Civil • Electrical • Equipment • Mechanical • Structural |
| ID | Deficiency ID number to easily sort and distinguish listed deficiencies. |
| Asset | The deficiency may fall under one of the following asset categories: <ul style="list-style-type: none"> • Equipment • HVAC • Interiors • Plumbing • Shell • Site • Substructure |
| Asset Description | Concise description of the asset. |
| Deficiency Description | Concise description of the deficiency. |
| Location | The location of the deficiency. |
| Urgency | Urgency ranked High, Medium, Low or Municipal. *Municipal urgency only applies to improvements categorized as Municipal.* |
| Status | Status of deficiency: open, in progress, or completed. |
| Photo | Photo of deficiency. |
| Total Project Cost | Total projected cost of deficiencies (2022 values). |
| Category | Deficiency type: (Sorted by Priority) <ul style="list-style-type: none"> • Safety: any deficiency that poses an immediate or urgent safety risk, including ADA compliance items. • Repair / Maintenance: repair and/or maintenance of the facility/feature that does not pose an immediate or urgent safety risk. • Research: • Aesthetic: Improvements to improve aesthetics, including landscaping. • Enhancement: Improvement to facility/feature to improve efficiency or enhance facilities. • Municipal: Improvements to support facilities/features that do not fall within the jurisdiction of CDTA (inc. roadways, sidewalks, curb ramps, etc.) |
| Notes | Additional information pertinent to proposed improvements |



Five-Year Operational and Capital Maintenance Plan

| Year Ratings are used to prioritize and organize deficiencies into years of the 5 - year plan | |
|---|--|
| Urgency | Description |
| Year 1 | Condition requires immediate action as it affects health, and safety of occupants. Hazardous conditions fit into this rating such as falling or tripping hazards. If no immediate action is taken, this condition could lead to dire consequences by itself or in an emergency. This priority rating includes building systems such as fire detection and emergency systems, sprinkler heads and piping, and standpipe. OR Condition requires priority attention. The deficiency must be repaired to prevent severe impact on the building's stability. This includes any deficiency that affects the overall functional use of the system or will have a severe impact on the users of the facility if not corrected. |
| Year 2 | Condition requires attention. The deficiency must be repaired to prevent impact on the building's stability. This includes any deficiency that affects the overall functional use of the system or will have an impact on the users of the facility if not corrected. |
| Year 3 | Observed deficiencies that have moderate effect on the building system. Examples of routine deficiencies are defective ballast in light fixtures or defective condensate pumps. The failure of these components will not significantly impact the occupants or the overall system (i.e., the affected system will continue to operate with the deterioration of the component, although not at peak efficiency). |
| Year 4 | Observed deficiencies that have minor effect on the building system or require additional investigation. The failure of these components will not significantly impact the occupants or the overall system. |
| Year 5 | This includes deficiencies whose corrective action will enhance the building's appearance or operation, make the facility more energy efficient, reduce building maintenance cost, or allow for more effective operation. If there are other deficiencies associated with the component, then this priority will be superseded (e.g., repair cracked stone in a wall with ongoing active water infiltration). |

Year 1

- Deficiency Urgency
- Near Immediate Action
- Health/Safety
- Potentially Hazardous Condition
- Priority Attention

Year 2

- Attention required
- Prevent Future Impact/ Future \$\$ Impact

Year 3

- Minimal Impact to operations
- Does not impact overall system

Year 4

- Little to no effect on systems

Year 5

- Aesthetic



Five-Year Operational and Capital Maintenance Plan

- Cost Estimate not equal to requested budget
- Stretch the dollar
- Creative solutions
- Combined solutions
- In house

Examples of Year 1 Work

- Storage House Flooring rehab
- Electrical Switchgear work
- Sprinkler head replacement
- In-Ground Lift Replacement
- Steel Column Corrosion

FINANCIAL SUMMARY

| | Qty | Year 1 | Year 2 | Year 3 | Year 4 | Year 5 | Total |
|--------------|-----|-----------------|-----------------|-----------------|-----------------|------------------|------------------|
| | | \$ 5,197,998.75 | \$ 4,367,401.25 | \$ 4,597,851.88 | \$ 5,615,240.00 | \$ 10,831,819.38 | \$ 30,610,311.25 |
| HIGH | 80 | \$ 1,922,751.25 | \$ 709,252.50 | \$ 293,500.00 | \$ 316,000.00 | \$ 51,000.00 | \$ 3,292,503.75 |
| MEDIUM | 320 | \$ 2,549,247.50 | \$ 2,230,748.75 | \$ 2,465,989.38 | \$ 689,181.25 | \$ 162,500.00 | \$ 8,097,666.88 |
| LOW | 250 | \$ 16,000.00 | \$ 247,400.00 | \$ 268,362.50 | \$ 2,360,058.75 | \$ 6,088,319.38 | \$ 8,980,140.63 |
| ENHANCEMENTS | 24 | | | | | | \$ 97,647,000.00 |
| MUNICIPAL | 5 | \$ 710,000.00 | \$ 1,180,000.00 | \$ 1,570,000.00 | \$ 2,250,000.00 | \$ 4,530,000.00 | \$ 10,240,000.00 |

ALBANY

| | Qty | Year 1 | Year 2 | Year 3 | Year 4 | Year 5 | Total |
|--------|-----|-----------------|---------------|-----------------|---------------|-----------------|-----------------|
| Total | | \$ 1,898,007.50 | \$ 989,195.00 | \$ 1,010,975.00 | \$ 829,240.00 | \$ 1,505,389.38 | \$ 6,032,806.88 |
| HIGH | 21 | \$ 706,132.50 | \$ 282,127.50 | | | | \$ 988,260.00 |
| MEDIUM | 67 | \$ 991,875.00 | \$ 707,067.50 | \$ 1,010,975.00 | \$ 444,462.50 | | \$ 3,154,380.00 |
| LOW | 58 | | | | \$ 384,777.50 | \$ 1,505,389.38 | \$ 1,890,166.88 |

SCHENECTADY

| | Qty | Year 1 | Year 2 | Year 3 | Year 4 | Year 5 | Total |
|--------|-----|---------------|---------------|---------------|---------------|---------------|-----------------|
| Total | | \$ 419,140.00 | \$ 577,545.00 | \$ 335,320.00 | \$ 298,103.75 | \$ 919,381.25 | \$ 2,549,490.00 |
| HIGH | 16 | \$ 318,886.25 | | | | | \$ 318,886.25 |
| MEDIUM | 51 | \$ 100,253.75 | \$ 577,545.00 | \$ 335,320.00 | \$ 4,343.75 | | \$ 1,017,462.50 |
| LOW | 48 | | | | \$ 293,760.00 | \$ 919,381.25 | \$ 1,213,141.25 |

TROY

| | Qty | Year 1 | Year 2 | Year 3 | Year 4 | Year 5 | Total |
|--------|-----|---------------|---------------|---------------|---------------|---------------|-----------------|
| Total | | \$ 493,877.50 | \$ 385,615.00 | \$ 399,015.00 | \$ 293,867.50 | \$ 629,812.50 | \$ 2,182,187.50 |
| HIGH | 7 | \$ 361,065.00 | \$ 25,625.00 | | | | \$ 386,690.00 |
| MEDIUM | 42 | \$ 132,812.50 | \$ 339,990.00 | \$ 398,452.50 | | \$ - | \$ 871,255.00 |
| LOW | 28 | | | \$ 562.50 | \$ 293,867.50 | \$ 629,812.50 | \$ 924,242.50 |



Five-Year Operational and Capital Maintenance Plan

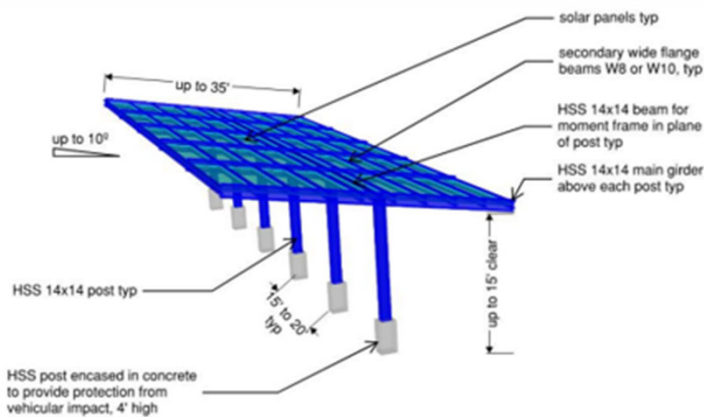
“ENHANCEMENTS”

Items from the “Master Plan”

- Stormwater management
- Outdoor compressed air Container
- Rainwater collection systems
- Geothermal & HVAC upgrades
- Zero emission transition
- Rooftop solar
- Carport solar canopies
- Upgrading parking concessions
- Updated parking signage
- En-route/opportunity charging
- Microgrid

“MUNICIPAL”

- On Street
 - Loading zones
 - Sidewalks
 - Ped ramps
 - ADA
 - Lighting
- Park & Ride
 - Additional EV hargers
 - Updated signage
 - Additional P&R facilities



Structural Concept for Carport Solar



Five-Year Operational and Capital Maintenance Plan

What are the goals of the five-year plan?

- Roadmap for all facility departments with annual work plan
- Provide a proactive approach to state of good repair and have agency fully informed ahead of time
- Increase the overall scores for the systems as outlined in task 1 of the FCAR

Provide a safe, functional, and comfortable work environment for all employees and stakeholders.

