

Board of Directors Monthly Meeting

Wednesday, September 25, 2024 | 12:00pm
Board Room at 110 Watervliet Ave.

**CDTA BOARD OF DIRECTORS
MEETING AGENDA**

Wednesday, September 25, 2024 | 12:00pm | 110 Watervliet Ave

Item	Responsibility	Page
Call to Order	Jayne Lahut	
Approve Minutes from Tuesday, August 13, 2024		3
Recognitions	All	
20 Years - Nelli Kalogridis, Principal Accounting Clerk		
25 Years - Boon Poon, Schenectady Bus Operator		
25 Years - Moussa Kouyate, Albany Bus Operator		
30 Years - Greg Miller, Albany Bus Operator		
30 Years - Steve Wacksman, Transportation Superintendent		
Committee Reports: (Action Items Listed)		
Board Operations Committee (9/11/24)	Jayne Lahut	
Performance Monitoring/Audit Committee (9/18/24)	Peter Wohl	
• Resolution 22- Approve Electric Bus Purchase		5
• Resolution 23- Approve Bus Transfer to TCAT		7
• Resolution 24- Approve Financing for Property Purchase		9
• Resolution 25- Approve Contract for Maintenance Audit Services		12
• Resolution 26- Approve Contract for ITMS Equipment		16
• Resolution 27- Approve Contract for Workforce Software		19
• Resolution 28- Approve Contract for Route Scheduling Upgrade		22
• Resolution 29- Approve Contract for Rail Station Cameras		26
Community & Stakeholder Relations Committee (9/19/24)	Patrick Lance	
Strategic & Operational Planning Committee (9/19/24)	Mike Criscione	
Chief Executive Officer’s Report	Carm Basile	
Board Member Comments	All	
Upcoming Meetings		
October 30, 2024, at 12:00 PM via Microsoft Teams and at 110 Watervliet Ave.		
Adjourn	Jayne Lahut	

**CAPITAL DISTRICT TRANSPORTATION AUTHORITY
(And its Subsidiaries)
The Waters Edge, Scotia, New York**

MINUTES OF TUESDAY, AUGUST 13, 2024, BOARD MEETING

MEMBERS PRESENT

Jayne B. Lahut, Chairman
Michael J. Criscione, Vice Chairman
Denise A. Figueroa, Treasurer

Patrick M. Lance
Jaclyn L. Falotico
Jaqueline McDonough

MEMBERS NOT PRESENT

Georgeanna M. Nugent
Peter D. Wohl
David M. Stackrow

OTHERS PRESENT

Carmino N. Basile, Chief Executive Officer
Mike Colins, VP Finance & Administration
Chris Desany, VP Planning & Infrastructure
Lance Zarcone, VP Operations
Jaime Kazlo, Director of Corporate Comms
Gary Guy, Director of Transportation
Dave Williams, Director of Maintenance
Jack Grogan, Director of Risk Management

Jonathan Scherzer, Director of Business Dev.
Jeremy Smith, Director of Facilities
Stacy Sansky, Director of Procurement
Patricia Cooper, Director of Finance
Thomas Guggisberg, Director of IT
Mike Williams, Director of Service Planning
Richard Cordero, Director of Service Quality
Kelli Schreivogl, Director of HR

CALL TO ORDER - At 9:00 AM, Chairman Lahut called the meeting to order and noted a quorum was present.

APPROVAL OF THE JULY 24, 2024, BOARD MEETING MINUTES

Motion – Ms. Figueroa
Seconded – Ms. Falotico
Carried Unanimously

PERFORMANCE MONITORING COMMITTEE

Consent Agenda Item

Resolution 23 – 2024 – Authorize Line of Credit

- We issued an RFP for a \$10 million Line of Credit (LOC) and three banks responded. The LOC functions as a bridge for operating/and or capital project funding as it provides flexibility to borrow money for a short period of time.
- We have used an LOC in the past for capital and operating purposes. In most cases, we use an LOC to pay bus manufacturers, and then we are reimbursed by grant programs of New York State to pay back the LOC. In some circumstances, we may need an LOC for operational needs in instances of delayed State Operating Assistance.
- It was recommended that a three-year, \$10 million Line of Credit be issued to Community Bank, N.A. headquartered in DeWitt, New York based on rates, terms and conditions.

Motion – Ms. Figueroa
Seconded – Ms. Falotico
Carried Unanimously

Administrative Discussion Items

CHIEF EXECUTIVE OFFICER’S REPORT – Carm Basile

- The Chief Executive Officer provided his report for July 2024.

UPCOMING MEETINGS

- Wednesday, September 25, 2024, at 12:00pm at 110 Watervliet Avenue and Microsoft TEAMS

ADJOURNMENT - 9:39AM

Motion – Ms. Falotico

Seconded – Mr. Criscione

Carried Unanimously

Respectfully submitted,

Georgeanna M. Nugent, Secretary

Dated: August 13, 2024

CAPITAL DISTRICT TRANSPORTATION AUTHORITY

RESOLUTION NO. 22 - 2024

Approve Electric Bus Purchase

WHEREAS, the Capital District Transportation Authority (the “Authority”) is charged by title 11-C of the Public Authorities Law with providing omnibus transportation within the Capital District transportation district, and

WHEREAS, the Authority is authorized by Public Authorities Law section 1306 to make various capital purchases, and enter into contracts providing for capital purchases designed to provide the necessary equipment to meet its transportation objectives, including fixed route service, and

WHEREAS, in 2021, the Authority awarded a five-year contract to New Flyer of America, Inc. for the purchase of electric buses, and

WHEREAS, in 2023, the Authority was awarded \$29.9 million under the FTA’s Low or No Emission Bus Competitive Grant Program, and

WHEREAS, as part of the contract with New Flyer, this award funds nine (9) electric buses to fulfill the vehicle portion of the Low-No program, and

WHEREAS, the Authority recommends the purchase of nine (9) electric buses from New Flyer of America, Inc., for an amount not to exceed \$10,564,353, with delivery anticipated in early 2026.

NOW, THEREFORE, IT IS RESOLVED as follows:

1. The Authority hereby approves the purchase of nine (9) electric buses from New Flyer of America, Inc., for an amount not to exceed \$10,564,353, subject to acceptance and satisfaction of all contract terms and requirements.
2. The Chief Executive Officer is hereby authorized to execute the necessary contract documents.
3. The source of funds is from the Federal Low-No Grant Program.
4. This Resolution shall take effect immediately.

CERTIFICATION

The undersigned, duly qualified and acting as Secretary of the Capital District Transportation Authority, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Capital District Transportation Authority held on the 25th day of September, 2024.

Dated: September 25, 2024

Georgeanna M. Nugent, Secretary

Capital District Transportation Authority Agenda Action Sheet

Subject: Purchase of Electric Buses
Committee: Performance Monitoring/Audit
Meeting Date: September 18, 2024

Objective of Purchase or Service:

To purchase additional electric buses and expand our zero-emission fleet to 17 vehicles. These buses will replace an equal number of older diesel vehicles that have reached the end of their useful life. This aligns with our current fleet replacement plan and is part of our commitment to reduce greenhouse gas emissions.

Summary of Staff Proposal:

In 2021, the Board awarded New Flyer of America, Inc. a five-year contract to purchase forty-foot Electric buses. This was a strategic step to move us closer to a more sustainable fleet of vehicles, as defined in our Zero Emission Bus (ZEB) Transition Plan.

In 2023, CDTA was awarded \$29.9 million under the Federal Transit Administration’s (FTA) Low or No Emission Bus Competitive Grant Program, commonly known as the Low-No program. This program provides funds to purchase or lease low or no-emission vehicles that use advanced technologies, along with the necessary equipment, facilities, and workforce development upgrades. As part of our contract with New Flyer, this award funds nine electric buses to fulfill the vehicle portion of the Low-No program.

Each bus will have an increased Energy Storage System (ESS) that can store up to 545 kWh and a battery management system that closely monitors the ESS, ensuring optimal performance and efficiency. Also, the buses will be built on the Excelsior CHARGE platform and equipped with regenerative braking technology to maximize the range of each bus.

Upon Board approval, a purchase order will be issued, with delivery anticipated in early 2026.

Financial Summary/Cost:

Description	Unit Cost	Quantity	Extended Cost
Base Bus	\$1,173,817	9	\$10,564,353
TOTAL COST:			\$10,564,353

Proposed Action:

I recommend the purchase of nine 40' Electric buses from New Flyer of America Inc. for an amount not to exceed \$10,564,353.

Manager:

David Williams, Director of Maintenance

CAPITAL DISTRICT TRANSPORTATION AUTHORITY

RESOLUTION NO. 23 - 2024

Approve Bus Transfer to TCAT

WHEREAS, by Resolution 5-2005 the Capital District Transportation Authority (the “Authority”) authorized the Chief Executive Officer, as General Manager, to dispose of surplus equipment and vehicles, and

WHEREAS, the Authority disposes of various items of personal property when they reach the end of their respective useful lives or when they are no longer needed, as authorized by Public Authorities Law section 1306 (7) and by such manner as is required by various state and federal laws, and

WHEREAS, the Authority is in possession of five (5) 40-foot Gillig buses, which have reached the end of their 12-year useful life, and

WHEREAS, Thompkins Consolidated Area Transit (TCAT), a Federal Transit Administration Grantee, has contacted the Authority about acquiring retired buses to help with their vehicle needs, and

WHEREAS, the Federal Transit Administration permits the transfer of vehicles to another Grantee, once they are beyond their useful life, and requires a Board resolution to facilitate the transfer of buses, and

WHEREAS, the Authority desires to transfer five (5) 40-foot Gillig buses to Thompkins Consolidated Area Transit (TCAT), and

WHEREAS, the subject vehicles shall be excluded from the Authority’s equipment inventory records.

NOW, THEREFORE, IT IS RESOLVED AS FOLLOWS:

1. The Authority hereby approves the transfer of five (5) retired 40-foot Gillig buses to Thompkins Consolidated Area Transit (TCAT).
2. This Resolution shall take effect immediately.

CERTIFICATION

The undersigned, duly qualified and acting as Secretary of the Capital District Transportation Authority, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Capital District Transportation Authority held on the 25th day of September, 2024.

Dated: September 25, 2024

Georgeanna M. Nugent, Secretary

Capital District Transportation Authority Agenda Action Sheet

Subject: Transfer retired Gillig buses to Thompkins Consolidated Area Transit (TCAT).
Committee: Performance Monitoring/Audit
Meeting Date: September 18, 2024

Objective of Purchase or Service:

The FTA requires a Board resolution from CDTA and TCAT to facilitate the transfer of buses.

Summary of Staff Proposal:

When buses reach the end of their useful life, the Federal Transit Administration (FTA) allows grantees to transfer vehicles to another grantee. TCAT contacted CDTA about acquiring buses pending retirement to help their vehicle needs.

CDTA is retiring five 40-foot Gillig buses that were received in FY2010. The vehicle numbers are: 4053H, 4055H, 5502H, 5503H, and 5508H. These buses were put into service in 2010, and have met their FTA required 12-year useful life. There is no remaining federal interest in these vehicles and there is no cost to CDTA to transfer them.

Financial Summary/Cost:

There is no financial impact to this vehicle transfer.

Proposed Action:

I recommend that we approve the transfer of five retired 40-foot Gillig buses to TCAT.

Manager:

Stacy Sansky, Director of Procurement
David Williams, Director of Maintenance

CAPITAL DISTRICT TRANSPORTATION AUTHORITY

RESOLUTION NO. 24 - 2024

Approve Financing for Property Purchase

WHEREAS, pursuant to Public Authorities Law 1306(7), the Capital District Transportation Authority and its subsidiaries (CDTA) are authorized to acquire real property in the exercise of their powers, and

WHEREAS, CDTA now desires to acquire additional real property and a facility to provide for additional operating space, expansion of services, and improvements to technology, and

WHEREAS, after extensive research, investigation, and discussion, CDTA has identified the property known as 2345 Maxon Road Extension, Schenectady, New York, (the Gazette) as the parcel of real estate most suitable for its needs and adjacent to its current facility, and

WHEREAS, the Authority issued an RFP to finance up to \$5.5 million for the purchase of the above-referenced property and received two proposals,

WHEREAS, after consideration of both proposals, staff has determined that JP Morgan Chase provided the best terms, conditions and flexibility, allowing the Authority to refrain from using its reserve funds to pay for the purchase, and

WHEREAS, the total anticipated cost of borrowing \$5.5 million for five (5) years at the non-taxable rate of 3.73% is \$6,037,326 or for seven (7) years at the non-taxable rate of 3.75% is \$6,261,961, and will be funded by federal 5307 funds, and

WHEREAS, staff recommends JP Morgan Chase at 12 Corporate Woods Boulevard, Albany, to provide financing for the purchase of property located at 2345 Maxon Road Extension in Schenectady for a total anticipated cost of either \$6,037,326 or \$6,261,961.

NOW, THEREFORE, IT IS RESOLVED as follows:

1. The Authority hereby approves the financing for the property and facility located at 2345 Maxon Road in Schenectady, to JP Morgan Chase, 12 Corporate Woods Boulevard in Albany, for a total anticipated cost of \$6,037,326 or \$6,261,961.
2. The Chief Executive Officer is hereby authorized to execute the necessary contract documents, including any required to effect non-taxable rates.
3. The source of funds to repay the loan is from the Federal Capital Funding (5307).
4. This resolution will take effect immediately.

CERTIFICATION

The undersigned, duly qualified and acting as Secretary of the Capital District Transportation Authority, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Capital District Transportation Authority held on the 25th day of September, 2024.

Dated: September 25, 2024

Georgeanna M. Nugent, Secretary

Capital District Transportation Authority

Agenda Action Sheet

Subject: Approve Financing for Property Purchase
Committee: Performance Monitoring/Audit
Meeting Date: September 18, 2024

Objective of Purchase or Service:

Approve bank financing to purchase property on Maxon Road in Schenectady (the Gazette).

Summary of Staff Proposal:

We issued a Request for Proposals to finance up to \$5.5 million for the purchase of property (and facility) located on 2345 Maxon Rd Extension, Schenectady (the Gazette), adjacent to our current facility.

We received two proposals: one from JP Morgan Chase Bank, and one from Community Bank. Chase Bank included a term loan for a five-year non-taxable interest rate of 3.73% or seven-year non-taxable interest rate of 3.75%. Community Bank provided a mortgage with financing for 84% of the property value with a non-taxable five-year fixed interest rate of 4.25%.

JP Morgan Chase provided the best terms, conditions and flexibility for this purchase. One option we find appealing is the ability to fund 100% of the purchase, which allows us not to use our reserve funds to pay for this purchase. We will use our federal capital funding (5307) to pay back this term loan.

Chase is one of our principal banks, and we have a positive long-standing relationship with them.

Financial Summary/Cost:

The total anticipated cost of borrowing \$5.5 million for five-years at 3.73% is \$6,037,326 or seven years at 3.75% is \$6,261,961. This will be funded by federal 5307 funds. We can negotiate several options that have been provided after the board award.

Proposed Action:

I recommend selecting JP Morgan Chase at 12 Corporate Woods Blvd, Albany to provide financing for the purchase of property located on 2345 Maxon Rd Extension in Schenectady for a total anticipated cost of \$6,037,326 or \$6,261,961.

Manager:

Mike Collins, VP of Finance & Administration

**CAPITAL DISTRICT TRANSPORTATION AUTHORITY
RESOLUTION NO. 25 – 2024**

Approve Contract for Maintenance Audit Services

WHEREAS, the Capital District Transportation Authority (the “Authority”) requires transit fleet consulting services for in-plant bus inspection and Buy America audits, as well as annual fleet audits, and

WHEREAS, the Authority is empowered by Public Authorities Law section 1306(8) to retain such technical service consultants as it deems necessary, and

WHEREAS, after a duly issued Request for Proposals for maintenance audit and bus inspection services, two proposals were received, and

WHEREAS, after review by maintenance staff, it was determined that incumbent Transit Resource Center, of Winter Springs, FL was the most suitable for the Authority’s needs with pricing fair and competitive and the level of service reliable, and

WHEREAS, staff recommends awarding a three-year contract, with two optional one-year renewals, to Transit Resource Center of Winter Springs, FL for maintenance audit and bus inspection services with a total cost not to exceed \$375,000 over five years.

NOW, THEREFORE, IT IS RESOLVED as follows:

1. The Authority hereby awards a three-year contract, with two optional one-year renewals, for maintenance audit and bus inspection services to Transit Resource Center of Winter Springs, FL, with a total contract cost of \$375,000 over five years, subject to compliance with all the applicable requirements including those set forth in the proposal and the contract documents.
2. The Chief Executive Officer is hereby authorized to execute the necessary documents.
3. The source of funds shall be from the FY2024 Operating Budget.
4. This Resolution shall take effect immediately.

CERTIFICATION

The undersigned, duly qualified and acting as Secretary of the Capital District Transportation Authority, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Capital District Transportation Authority held on the 25th day of September, 2024.

Dated: September 25, 2024

Georgeanna M. Nugent, Secretary

Capital District Transportation Authority

Agenda Action Sheet

Subject: Maintenance Audit & Bus Inspection Services
Committee: Performance Monitoring/Audit
Meeting Date: September 18, 2024

Objective of Purchase or Service:

The current contract for our maintenance audit and bus inspection services is set to expire. CDTA relies on a transit fleet consulting firm for in-plant bus inspections, Buy America audit services, and annual fleet audits at our four bus garages.

Summary of Staff Proposal:

A Request for Proposals (RFP) was issued for these services. Proposers were asked to detail qualifications, experience, and summarize inspection services. They were also asked to submit hourly rates by each service, including in-plant inspections, Buy America audits, and CDTA facility and fleet audits.

The Maintenance staff evaluated two proposals. Transit Resource Center was determined to be the most suitable for our needs. As the incumbent provider, Transit Resource Center has been a partner of CDTA for over 19 years. Their pricing is fair and competitive, and the level of service is reliable.

Financial Summary/Cost:

This contract is not to exceed \$375,000 (including all option years). Annual cost changes will be based on the Consumer Price Index-All Urban Consumers. This reflects a 15% price increase from the contract awarded in 2019.

This multi-year contract is funded in the operating budgets beginning in FY2024.

Proposed Action:

I recommend awarding a three-year contract with two optional renewals for an amount not to exceed \$375,000 to the Transit Resource Center of Winter Springs, Florida.

Manager:

David Williams, Director of Maintenance

Cummulative Scorecard for CDTA Maint 196-3000

	Transit Resource Center- Winter Springs, FL	Southeast Transit, Anniston, AL
Qualifications & Experience of Proposing Firm 80 points	72	62
Qualifications of Individuals Assigned 50 points	45	38
Price 40 points	31	20
Approach 20 points	16	11
DBE Participation 10 points	0	0
TOTAL	164	131

CAPITAL DISTRICT TRANSPORTATION AUTHORITY

RESOLUTION NO. 26 - 2024

Approve Contract for ITMS Equipment

WHEREAS, the Capital District Transportation Authority (the “Authority”) is charged with the development and improvement of transportation, including omnibus service, and

WHEREAS, the Authority desires to purchase new Intelligent Transportation Management System (ITMS) equipment for computer aided dispatching and automatic vehicle location (CAD/AVL) operations in Warren County, and

WHEREAS, the purchase of equipment will extend the existing technology installed on the rest of the Authority’s system for fixed route, trolley and supervisory vehicles, and

WHEREAS, Innovations in Transportation (INIT) of Chesapeake, Virginia, has previously provided the Authority’s ITMS as part of a competitive procurement, and

WHEREAS, staff has determined that the pricing for the additional equipment is fair and reasonable, and

WHEREAS, staff now recommends a sole source contract to Innovations in Transportation, Inc. (INIT) of Chesapeake, Virginia for the purchase of ITMS equipment for operations in Warren County for an amount not to exceed \$509,793.

NOW, THEREFORE, IT IS RESOLVED as follows:

1. The Authority approves a sole source contract to INIT of Chesapeake, Virginia, for the purchase of ITMS equipment to be used in Warren County for an amount not to exceed \$509,793, subject to compliance with the terms and conditions of the contract and related documents.
2. The Chief Executive Officer is hereby authorized to execute the necessary documents.
3. The source of funding is the from the Internal Capital Plan.
4. This Resolution shall take effect immediately.

CERTIFICATION

The undersigned, duly qualified and acting as Secretary of the Capital District Transportation Authority, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Capital District Transportation Authority held on 25th day of September, 2024.

Dated: September 25, 2024

Georgeanna M. Nugent, Secretary

Capital District Transportation Authority Agenda Action Sheet

Subject: Approve Purchase of ITMS Equipment
Committee: Performance Monitoring/Audit
Meeting Date: September 18, 2024

Objective of Purchase or Service:

Purchase new Intelligent Transportation Management System (ITMS) equipment for Computer Aided Dispatching and Automatic Vehicle Location (CAD/AVL) operations in Warren County.

Summary of Staff Proposal:

ITMS is provided by Innovations in Transportation (INIT) as part of a competitive procurement. In addition to CAD/AVL and P25 radio functionality, the ITMS includes modules to monitor operational activities like on time performance, vehicle component failures, service interruptions, and passenger loads. It also provides customer focused products like real time arrival and occupancy information, automatic passenger counting, and performance reporting tools.

This purchase extends the existing technology installed on the rest of our system, to fixed route, trolley, and supervisory vehicles in Warren County.

Financial Summary/Cost:

The cost includes ITMS equipment only. Installation will be performed by CDTA. The pricing is fair and reasonable, as it is at or below 5% of prior year’s pricing provided as part of new vehicle purchases. This is funded by the capital plan.

Vehicle Type	Quantity	Cost \$
Trolley	10	\$227,149
40 ft. Gillig	9	\$209,163
Supervisor Vehicle	4	\$49,205
Contingency (5%)		\$24,276
Annual Cost Totals:		\$509,793

Proposed Action:

I recommend a sole source contract to Innovations in Transportation, Inc. of Chesapeake, Virginia for the purchase of ITMS equipment for an amount not to exceed \$509,793.

Manager:

Thomas Guggisberg, Director of Information Technology

CAPITAL DISTRICT TRANSPORTATION AUTHORITY
Staff Contract Award Certification

1. **TYPE OF CONTRACT (check one):**

Construction & Maintenance Goods, Commodities & Supplies Bus Purchase
 Services & Consultants Transportation & Operational Services

2. **TERMS OF PERFORMANCE (check one):**

One-Shot Deal: Complete scope and fixed value
 Fixed Fee For Services: Time and materials - open value
 Exclusive Purchase Contract: Fixed cost for defined commodity with indefinite quantity
 Open Purchase Contract: Commitment on specifications and price but no obligation to buy
 Change Order: Add on to existing contract

3. **CONTRACT VALUE:**

\$509,793 **fixed** estimated (circle one)

4. **PROCUREMENT METHOD (check one):**

Request for Proposals (RFP) Invitation for Bids (IFB) Other

5. **TYPE OF PROCEDURE USED (check one):**

Micro Purchases (Purchases up to \$2,499.00) Small Purchases (\$25,000 up to \$100,000)
 Sealed Bid/Invitation for Bids (IFB) (Over \$100,000) Request for Proposals (RFP)
 Professional Services (Over \$25,000) Sole or Single Source (Non-Competitive)

6. **SELECTION CRITERION USED:**

Number of Proposals/Bids Solicited # 1 or **Advertised**
Number of Proposals/Bids Received # 1

Attach Summary of Bids/Proposals

7. **Disadvantaged Business Enterprise (DBE) involvement**

Are there known DBEs that provide this good or service?	Yes	No	
Number of DBEs bidding/proposing	<u>0</u>		
DBE Certification on file?	Yes	No	Not Applicable
Was contract awarded to a DBE?	Yes	No	
Number of DBE Subcontractors	<u>0</u>		

8. **LEGAL NAME and ADDRESS OF CONTRACTOR/VENDOR:** INIT, Innovations in Transportation, Inc.
1420 Kristina Way, Suite 101
Chesapeake, VA 23320

8. **SOURCE OF FUNDS:** Internal Capital Plan

9. **COMPLIANCE WITH STATE AND FEDERAL RULES:**

Non-Collusion Affidavit of Bidder	(Yes, No, N/A)
Disclosure & Certificate of Prior Non-Responsibility Determinations	(Yes, No, N/A)
Disclosure of Contacts (only RFPs)	(Yes, No, N/A)
Certification with FTA's Bus Testing Requirements	(Yes, No, N/A)

10. **RESPONSIBLE STAFF CERTIFIES THE INTEGRITY OF THIS PROCUREMENT/CONTRACT:**

Stacy Sansky, Director of Procurement DATED: September 18, 2024

CAPITAL DISTRICT TRANSPORTATION AUTHORITY

RESOLUTION NO. 27 - 2024

Approve Contract for Workforce Software

WHEREAS, the Capital District Transportation Authority (the “Authority”) is charged by Public Authorities Law section 1304 with the development and improvement of services within the Capital District, and

WHEREAS, in 2021, the Authority selected an employee engagement platform called “Blink” from Blink Business Technologies, a firm that has extensive experience in transit operations, and utilizes the software to communicate with all employees, including bus operators and maintenance technicians, and

WHEREAS, in June 2022, Blink was released to all employees via a mobile and web based application that provides daily feed for information postings, videos, announcements, messaging, and access to health benefits and professional development documentation, and

WHEREAS, Authority staff now desires to purchase a Software-as-a-Service (SaaS) licensing, maintenance and support agreement for CDTA’s workforce collaboration and engagement application Blink, as a fully hosted communications platform integrated with CDTA’s other enterprise applications, and staff finds the pricing to be fair and reasonable, and

WHEREAS, staff recommends awarding a five-year sole source contract to Blink Business Technologies of New York, NY, for software, licensing and maintenance for a five-year total amount not to exceed \$215,504.

NOW, THEREFORE, IT IS RESOLVED as follows:

1. The Authority hereby awards a five-year sole source contract to Blink Business Technologies of New York, NY, for the purchase of Software-as-a-Service (SaaS) licensing, maintenance and support for an amount not to exceed \$215,504, subject to compliance with all the terms and conditions set forth in the contract and related documents.
2. The Chief Executive Officer is hereby authorized to execute the necessary contract documents.
3. The source of funds will be from the Operating Budget.
4. This Resolution shall take effect immediately.

CERTIFICATION

The undersigned, duly qualified and acting as Secretary of the Capital District Transportation Authority, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Capital District Transportation Authority held on the 25th day of September 2024.

Dated: September 25, 2024

Georgeanna M. Nugent, Secretary

Capital District Transportation Authority

Agenda Action Sheet

Subject: Purchase Workforce Collaboration and Engagement Software
Committee: Performance Monitoring/Audit
Meeting Date: September 18, 2024

Objective of Purchase or Service:

To purchase a Software-as-a-Service (SaaS) licensing, maintenance, and support agreement for CDTA’s workforce collaboration and engagement application, Blink.

Summary of Staff Proposal:

Communicating with “undesked” employees (primarily operators and technicians) is a challenge. In 2021, staff assessed several employee engagement solutions. Blink, provided by Blink Business Technologies, was selected from a short list of products capable of meeting CDTA’s requirements. It was based on its unique combination of features, and price. Blink was the only vendor with extensive experience in transit operations, with over 25,000 active bus operators (users).

In June 2022, CDTA released Blink to all employees via a mobile and web based application, including a daily feed for informational postings, videos, announcements, and targeted messaging. It also features access to employee health, benefits, and professional development documentation. Blink is used by over 80% of employees.

This recommendation for a sole source purchase of software licensing, maintenance, and support is based on several considerations. The Blink software is a fully hosted communications platform that integrates with CDTA’s other enterprise applications. Additional features include:

- A platform for web, kiosk, and smartphone application branded to CDTA
- Dedicated account and project success managers for onboarding employees
- Integration with existing CDTA systems, Google, and Microsoft Office365
- An administrative portal for workforce management, analytics, and reporting
- Easy to use administrative functions

Financial Summary/Cost:

This is a five-year renewal of our existing licensing agreement. The pricing is fair and reasonable, since it is at or below 5% of the prior year’s pricing. Pricing includes year over year SaaS costs for maintenance, support, and project management. This will be funded in the operating budget.

Term	Licensed Users	Price Per User	Total Annual Cost
Year 1	800	\$50.98	\$40,784
Year 2	800	\$53.53	\$42,824
Year 3	800	\$53.53	\$42,824
Year 4	800	\$55.67	\$44,536
Year 5	800	\$55.67	\$44,536
		Total	\$215,504

Proposed Action:

I recommend a five-year sole source contract to Blink Business Technologies of New York, NY for the purchase of software, licensing and maintenance for an amount not to exceed \$215,504.

Manager:

Thomas Guggisberg, Director of Information Technology

CAPITAL DISTRICT TRANSPORTATION AUTHORITY

RESOLUTION NO. 28 - 2024

Approve Contract for Route Scheduling Upgrade

WHEREAS, the Capital District Transportation Authority (the “Authority”) is charged by Public Authorities Law section 1304 with the development and improvement of transportation services within the Capital District, and

WHEREAS, since 2000, the Authority has used HASTUS fixed route scheduling software created and published by GIRO, requiring periodic updates and upgrades, and

WHEREAS, our existing HASTUS scheduling software is currently in need of an upgrade to expand the Authority’s peak vehicle service levels for fixed route services and to accommodate 250 vehicles and the scheduling/operations of battery electric vehicles, and

WHEREAS, due to the complex nature of the application and the supporting database, it is in the Authority’s best interest to upgrade the current HASTUS system, rather than replace the entire existing scheduling system, and

WHEREAS, the Authority has evaluated the quote of GIRO, Inc. to upgrade the existing HASTUS system to the latest version 2025, at a cost not to exceed \$1,153,924, and has determined that the price is fair and reasonable, and

WHEREAS, staff recommends a sole source purchase of software licenses and services to upgrade the fixed route scheduling system HASTUS from GIRO of Montreal, Quebec, Canada, for an amount not to exceed \$1,153,924.

NOW, THEREFORE, IT IS RESOLVED as follows:

1. The Authority hereby approves the purchase of software and services to upgrade the fixed route scheduling system HASTUS to GIRO of Montreal, Quebec, Canada, for an amount not to exceed \$1,153,924, subject to compliance with all of the terms and conditions set forth in the contract documents.
2. The Chief Executive Officer is hereby authorized to execute the necessary contract documents.
3. The source of funds is from the vehicle management systems portion of the Low-No Federal Grant Program.
4. This Resolution shall take effect immediately.

CERTIFICATION

The undersigned, duly qualified and acting as Secretary of the Capital District Transportation Authority, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Capital District Transportation Authority held on the 25th day of September, 2024.

Dated: September 25, 2024

Georgeanna M. Nugent, Secretary

Capital District Transportation Authority Agenda Action Sheet

Subject: Scheduling System Upgrade
Committee: Performance Monitoring/Audit
Meeting Date: September 18, 2024

Objective of Purchase or Service:

To purchase software licenses and services to upgrade our fixed route scheduling system (HASTUS), which will accommodate 250 vehicles and scheduling/operations of battery electric vehicles.

Summary of Staff Proposal:

In 2000, CDTA began using HASTUS which was competitively procured and provided by GIRO. HASTUS is used throughout the agency for fixed route scheduling, run cutting, mapping, trip planning, and customer comment tracking, making it one of the most widely used applications at CDTA. In 2017, HASTUS was expanded to include daily management of performance, work assignments and payroll for fixed route operators. This purchase is for the latest version (2025), which impacts all existing and new modules to plan routes and service levels, and operate battery electric vehicles. It expands our peak vehicle service levels for fixed route services to 250 and will amend the current HASTUS licensing, maintenance and support agreement. The current maintenance and support agreement expires in FY26.

This sole source purchase is based on several considerations. Most importantly, the HASTUS system is proprietary, which prevents us from pursuing another means to license and support the existing system with another vendor.

Financial Summary/Cost:

The cost of this project includes software licensing and services for an amount not to exceed \$1,153,924. The pricing is fair and reasonable, since it is at or below 5% of our prior year’s pricing. This will be funded by the vehicle management systems portion of the Low-No emissions federal grant program. A summary of the costs is provided below.

Description	Cost \$
HASTUS Scheduling and Daily Operations Services & Software	\$812,913
HASTUS Planning and Yard Management Services & Software	\$148,690
Project Contingency (20%)	\$192,321
Annual Cost Totals:	\$1,153,924

Proposed Action:

I recommend approval to purchase the services and software licensing from GIRO of Montréal, Québec, Canada for an amount not to exceed \$1,153,924.

Manager:

Thomas Guggisberg, Director of Information Technology

CAPITAL DISTRICT TRANSPORTATION AUTHORITY

RESOLUTION NO. 29 - 2024

Approve Contract for Rail Station Camera Replacement

WHEREAS, the Capital District Transportation Authority (the “Authority”) is charged by Title 11-C of the Public Authorities Law with providing omnibus transportation within the Capital Region, and

WHEREAS, the Authority currently has a camera system at the Joseph L. Bruno Rail Station that is more than 20 years old and needs to be replaced to enhance safety and security in various locations, and

WHEREAS, Authority staff desires to replace the camera system and recommends Integrated Video Solutions, the existing provider of camera equipment and services as they are knowledgeable with the Authority’s network architecture and functional needs, with subcontracting work to be done by Clune Electric and Capital Region Cabling, and

WHEREAS, the camera system upgrade includes three phases of implementation that consists of installing new conduit for data and electricity, new enclosures throughout the building and parking structure, and cameras that will be upgraded to the latest technology to enable future expansion as needed, and

WHEREAS, staff has determined the pricing to be fair and reasonable based on similar work done at other CDTA locations and is very satisfied with Integrated Video Solutions, and

WHEREAS, Authority staff recommends awarding a sole source contract to Integrated Video Solutions, LLC, of Succasunna, NJ for the upgrade of the camera system at the Joseph L. Bruno Rail Station in an amount not to exceed \$785,500.

NOW, THEREFORE, IT IS RESOLVED as follows:

1. The Authority hereby approves the contract for the camera upgrade at the Joseph L. Bruno Rail Station to Integrated Video Solutions, LLC, of Succasunna, NJ, for an amount not to exceed \$785,500, subject to compliance with the terms and conditions of the contract documents.
2. The Chief Executive Officer is hereby authorized to execute the necessary documents.
3. The source of funding will be from the Internal Capital Plan.
4. This Resolution shall take effect immediately.

CERTIFICATION

The undersigned, duly qualified and acting as Secretary of the Capital District Transportation Authority, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Capital District Transportation Authority held on 25th day of September, 2024.

Dated: September 25, 2024

Georgeanna M. Nugent, Secretary

Capital District Transportation Authority

Agenda Action Sheet

Subject: Approve Purchase of Camera Upgrade for Joseph L. Bruno Rail Station
Committee: Performance Monitoring/Audit
Meeting Date: September 18, 2024

Objective of Purchase or Service:

Upgrade the camera system at the Joseph L. Bruno (JLB) Rail Station, provided by Integrated Video Solutions (IVS) with subcontracting work by Clune Electric and Capital Region Cabling (CRC).

Summary of Staff Proposal:

The camera system at the JLB Rail Station is more than 20 years old and it needs to be replaced.

This project will replace the entire system, installing new conduit for data and electricity, new enclosures throughout the building and parking structure. Cameras will be upgraded to the latest technology, enabling future expansion as needed.

This sole source purchase is based on several considerations. Most notably, IVS is the existing provider of camera equipment and services and is intimately knowledgeable with our network architecture and functional needs. We have been very satisfied with their work. Pricing is fair and reasonable based on similar work done at other CDTA locations.

Financial Summary/Cost:

The cost includes three phases of implementation.

Phase	Cost \$
Phase 1 – 3 Enclosures, 14 Camera Upgrades, 7 DVR upgrades, 3 Fiber, Power Installs, Removal of existing conduit	\$277,023.00
Phase 2 – 32 Camera upgrades for rest of parking infrastructure, removal of existing conduit	\$208,397.00
Phase 3 – 2 Enclosures, 39 Cameras for building, 2 Fiber and Power Installs, Removal of existing conduit	\$241,850.00
Contingency (5%)	\$58,230.00
Annual Cost Totals:	\$ 785,500.00

Proposed Action:

I recommend a sole source contract to Integrated Video Solutions, LLC, of Succasunna, NJ for the upgrade of the Joseph Bruno Rail Station camera system not to exceed \$785,500.

Manager:

Richard Fantozzi, Software Architect

CAPITAL DISTRICT TRANSPORTATION AUTHORITY
Staff Contract Award Certification

1. **TYPE OF CONTRACT (check one):**

Construction & Maintenance ___ Goods, Commodities & Supplies ___ Bus Purchase
___ Services & Consultants ___ Transportation & Operational Services

2. **TERMS OF PERFORMANCE (check one):**

One-Shot Deal: Complete scope and fixed value
___ Fixed Fee For Services: Time and materials - open value
___ Exclusive Purchase Contract: Fixed cost for defined commodity with indefinite quantity
___ Open Purchase Contract: Commitment on specifications and price but no obligation to buy
___ Change Order: Add on to existing contract

3. **CONTRACT VALUE:**

\$785,500 **fixed** estimated (circle one)

4. **PROCUREMENT METHOD (check one):**

___ Request for Proposals (RFP) ___ Invitation for Bids (IFB) ___ Other

5. **TYPE OF PROCEDURE USED (check one):**

___ Micro Purchases (Purchases up to \$2,499.00) ___ Small Purchases (\$25,000 up to \$100,000)
___ Sealed Bid/Invitation for Bids (IFB) (Over \$100,000) ___ Request for Proposals (RFP)
___ Professional Services (Over \$25,000) Sole or Single Source (Non-Competitive)

6. **SELECTION CRITERION USED:**

Number of Proposals/Bids Solicited # 1 or **Advertised**
Number of Proposals/Bids Received # 1

Attach Summary of Bids/Proposals

7. **Disadvantaged/Minority Women's Business Enterprise (D/MWBE) involvement**

Are there known D/MWBEs that provide this good or service?	Yes	No
Number of D/MWBEs bidding/proposing	<u>0</u>	
D/MWBE Certification on file?	Yes	No Not Applicable
Was contract awarded to a D/MWBE?	Yes	No
Number of D/MWBE Subcontractors	<u>0</u>	

8. **LEGAL NAME and ADDRESS OF CONTRACTOR/VENDOR:** Integrated Video Solutions, LLC
19 NJ -10
Succasunna, NJ 07876

8. **SOURCE OF FUNDS:** Internal Capital Plan

9. **COMPLIANCE WITH STATE AND FEDERAL RULES:**

Non-Collusion Affidavit of Bidder	(Yes, No, N/A)
Disclosure & Certificate of Prior Non-Responsibility Determinations	(Yes, No, N/A)
Disclosure of Contacts (only RFPs)	(Yes, No, N/A)
Certification with FTA's Bus Testing Requirements	(Yes, No, N/A)

10. **RESPONSIBLE STAFF CERTIFIES THE INTEGRITY OF THIS PROCUREMENT/CONTRACT:**

Stacy Sansky, Director of Procurement DATED: September 10, 2024



Memorandum

September 25, 2024

To: Chairman of the Board
Board Members

From: Chief Executive Officer

Subject: CEO Report for September

Overview

It is now officially fall, and it seems like most people and their activities have returned to a normal cadence. Although summer is over – we continue to enjoy beautiful weather that has kept us outdoors with family and friends.

As summer ended, we saw our menu of seasonal services conclude. These are services that connect our communities and bring attention to CDTA as new customers experience our service and helpful employees. These services connect people to parks, lakes, pools and more. Our roster of CDPHP *Cycle!* bikes and docking stations grows year-over-year as the program becomes part of the fabric of the region. Bikes will be available for the next two months, weather permitting. The Lake George trolley service is a prominent part of our expanded network in Warren County. This deepened our commitment to seasonal services, and we are already planning to expand this popular offering. Moving forward, we will integrate trolley operations in Saratoga Springs into this network as we look to link destinations throughout Saratoga and Warren Counties.

Activities at CDTA have picked up steam and there has been a noticeable increase in our work over the past couple of weeks. We have lots of things on our calendar as we work to position CDTA and make our company the best that it can be. We covered this at the Community and Stakeholder Relations meeting last week and talked about our support for community events that are important to the people who live and work in the Capital Region. This work has sharpened the CDTA brand and made us a valued partner in the region. Proof positive of this is found in our latest community-wide survey, where 85% of the respondents say that CDTA adds significant value to the Capital Region and its residents.

Bringing more value to our region is what the board intended when we modified our mission statement a few years ago. This shift was consistent with what CDTA has become and what we want to do to make our company better and have a greater impact on the region. It is great to see that the region supports us, and it is even better to see that customers value our service by using it often to make connections to what is important to them.

For the first five months of the fiscal year, total ridership was 7.6 million. That is almost 20% more than the same time last year and it projects to over 18 million for the year (that would be a record for CDTA). We have recovered all ridership from the pandemic period, with increases across the system and on all our mobility options. Outstanding ridership is rooted in a few programs – our innovative Universal Access program with more than 60 partners, three highly successful Bus Rapid Transit lines (the only such service in upstate New York), outstanding trunk route service with wide spans and big-city frequencies, an outstanding paratransit service

(STAR) and innovative mobility options, like *FLEX* on-demand, CDPHP *Cycle!* and *DRIVE*. These services are driven by an outstanding workforce that is committed to our success. I am proud of the work they do and what we have built at CDTA.

Over the past few years, we have expanded service to keep pace with demand from customers and our communities. This expansion included the addition of two new counties and their service requirements. We welcomed the addition of Montgomery and Warren counties and have integrated new services, paratransit availability, expanded trolley operations, and more CDPHP *Cycle!* bikes to accommodate the needs of our new constituents. The addition of these services and new employees have taxed our capacity, and we responded by expanding the Albany and Troy facilities.

Driven by the need to modernize our Schenectady facility, we found a hidden gem with our Maxon Road neighbors at the Daily Gazette. After careful consideration, inspection, and review, we are on our way towards acquiring this property. We have a purchase agreement in place and will retain lease agreements with the existing tenants. The Gazette staff will stay in the building, and we have finalized a lease agreement with them. We expect to close on the property in the next 30 days or so.

The Gazette acquisition will double the size of our Schenectady property from 8 to 16 acres. More important, it will provide us with a large footprint to work with as we plan for a new Maxon Road campus. The possibilities in the Gazette building are long and exciting. The expanded footprint will allow us to construct an appropriate storage facility that will house a larger inventory of vehicles. And the available infrastructure will be equipped to accommodate a zero emissions fleet that will be appropriate for an even better CDTA. I appreciate the outstanding effort by our staff to make this transaction work for us.

More good news on the facility side of the house. After a summer of construction, we are ready to introduce mobility hubs in Troy and Albany. We are putting the finishing touches on a hub in the Little Italy section of Troy along with a similar size facility at St. Peter's Hospital on South Manning Boulevard in Albany. These small hubs are designed to integrate into urban neighborhoods. They include space for customers to wait for buses and feature a menu of amenities that upgrade the experience and provide a positive CDTA visual to the surrounding neighborhoods. They are well lit, include safety elements along with space for CDPHP *Cycle!* bikes and *DRIVE* cars. We want the hubs to be focal points for mobility and connect CDTA service to the surrounding communities. We will have ribbon-cutting ceremonies for both hubs in the next few weeks.

As we discussed at the Performance Monitoring committee meeting, we need to amend our operating budget for the current fiscal year. We continue to be in good financial shape, but we need to make adjustments that are driven by two issues. We did not accommodate for STOA increases that occurred after we had completed our budget planning process and we need to adjust the wage line, which has been over budget all year. Most of this comes from changes in the new collective bargaining agreement that were not adequately forecasted.

Lots of company activities coming up in the next few weeks – tomorrow, we will hold a Roadeo for bus operators and maintenance technicians. We have not held this popular event since the pandemic hit. The roadeo will be held at the McCarty Avenue Park and Ride lot. Our Fall Festival will be held at CDTA on October 4 and the Pink Bus Pull will return to the CDTA garage on October 18. We will provide more details on these and other CDTA events.

Performance Measures

Key Performance indicators are reviewed at committee meetings. Data for these reports covers the month of August and is compared to August 2023. We continue to move the organization forward and we are one of the few transit systems that is seeing a consistent surge in ridership with corresponding increases in customer revenue. As we have discussed, this comes from our innovative Universal Access program, which works alongside our three Bus Rapid Transit lines, and high frequency trunk routes that provide outstanding service to customers.

Our operating statistics are good. This includes safety, on time performance and maintenance indicators. We spent the summer focused on maintenance performance, incentivizing work in the department, working on the time required to inspect buses and reducing the number of vehicles on hold for maintenance.

Total expenses were 7% over budget in August. The increases are focused on the wage line, and we have determined that it needs to be adjusted. We will discuss this in the coming weeks with an eye on a formal budget adjustment at the October meetings. Mortgage Tax receipts were over budget in August and in general, have been better than expected. Customer revenue continues to exceed expectations, running parallel to ridership increases.

Revenue:

- Total operating revenue was 7% over budget.
- MRT receipts were \$1.1 million, 4% over budget.
- Customer revenue was \$1.87 million, 11% over budget.
- Facility revenue was \$274,000, 4% under budget.

Expenses:

- Total expenses were 7% over budget.
- Salaries and wages were 7% over budget.
- Claims and Workers Compensation payments were way over budget.
- Purchased Transportation was 12% over budget.

Ridership Statistics:

- Total ridership was 1.55 million; 15% more than last June.
- STAR ridership was 30,970; 2% more than last June.
- FLEX ridership was 12,450; 15% more than last June.
- NX ridership was 5,750; 20% less than last June.

Maintenance/Transportation Statistics:

- We missed .24% of all trips.
- There were 35 accidents with 15 categorized as preventable.
- Scheduled maintenance work was at 79%.
- On time performance for fixed route service was 69%. STAR operated within our 10-minute scheduling window 80% of the time.

Customer Service:

- Our call center processed 225 comments. There were 47 comments about STAR service.
- There were 799,000 page views at www.cdda.org.

Activity Report

We are committed to the Capital Region community, striving to enhance the quality of life for all who live and work here. Our initiatives promote CDTA while engaging customers, partners and supporters. The activities and events listed below highlight the efforts of our dedicated team across the company.

- On Monday, August 12, I met with Mike Fleisher. Mike is a consultant and lobbyist. He was formerly Executive Director at the Thruway Authority and Deputy Commissioner at NYSDOT. We meet periodically to talk about transportation issues and state funding matters.
- On Monday, August 12, I met with John Taflan, the Warren County Administrator. We talked about our first six months of operation in Warren County and plans for the next few months. John was helpful in the merger process, and he pledged continued support from the county.
- On Monday, August 12, Mike Collins and I met with NYSDOT staff to talk about our administrative role in the pass through of federal funds to Adirondack Trailways. We have done this work for many years, and it requires periodic check-ins to ensure that everyone is working together.
- On Tuesday, August 13, we held our annual board planning retreat at Waters Edge in Scotia. It is always good to get together to talk about prominent issues for CDTA. The featured part of the retreat was a site visit to the Gazette property, which we will soon add to the CDTA portfolio.
- On Wednesday, August 14, I attended a meeting of the United Way Executive Committee. We discussed the organization's finances and received updates on activities and upcoming community events.
- On Monday, August 19, I attended a meeting of the Colonie IDA/LDC. The board heard presentations from developers who are planning projects in the town. All of them seek financial assistance for their developments.
- On Thursday, August 22, I attended a United Way event in downtown Albany. The purpose of the event was for board and staff to spend time together in a relaxed setting talking about the work of the United Way.
- On Monday, August 26, I met with a new class of 11 employees who started their training to be bus operators. We talked about the work we do at CDTA and the connections we make for people and communities.
- On Tuesday, August 27, I attended a meeting of the NYPTA Executive Committee. We discussed our messaging for the upcoming legislative season and ways to improve outreach efforts.
- On Wednesday, August 28, I met with staff from the New York State Empire State Development agency to talk about upcoming funding opportunities that may be of interest to CDTA.

- On Wednesday, September 4, I joined United Way board members to work on an assessment of the organization as part of an effort from United Way Worldwide to create a network of thriving United Way organizations. This is interesting work that has lots of potential for our United Way and the communities that we serve.
- On Wednesday, September 11, I attended a United Way executive committee meeting. We discussed employee giving campaigns, vacancies at the Blake co-working space, and agency finances.
- On Wednesday, September 11, I met with Tom Breede and Jaime Kazlo to talk about communications support for NYPTA advocacy efforts. Jaime and Tom (RTS in Rochester) lead the committee that organizes this work.
- On Thursday, September 12, I met with Rensselaer Mayor Mike Stammel. We talked about development plans that the mayor is advancing and ways that CDTA connects the community. We discussed Joseph L. Bruno Rail Station and development plans adjacent to the station and ways to integrate them into what we do.
- On Friday, September 13, I attended the Talk 1300 Golf Tournament at Briar Creek Golf Course in Princetown. Lots of community leaders in attendance and discussion about CDTA and the things we do. Our group included Lance Zarcone, Jon Scherzer and Gary Cook (retired Director of Transportation).
- On Tuesday, September 17, I joined members of our staff to review the curriculum for a pilot Leadership Academy at CDTA. The class will consist of a dozen management employees who want to develop the skills needed to lead people towards success. The academy class will engage in a year-long program led by our partners at TransPro.
- On Monday, September 23, I welcomed 11 new employees to CDTA on their first day of bus operator training. We talked about a career at CDTA and the opportunities that are available to them.

Final Thoughts

I take great pride in the CDTA success story. Our achievements are the result of the efforts of our Board of Directors, 750 dedicated employees, and dozens of community partners. I am impressed by how we have transformed CDTA into the region's mobility manager. I look forward to finishing the year with initiatives that will further integrate the work we do in the communities we serve.

CDTA Provides Mobility Solutions that Connect the Region's Communities