

Board of Directors Monthly Meeting

Wednesday, September 30, 2026 | 9:00am
Board Room at 110 Watervliet Ave.

CDTA BOARD OF DIRECTORS MEETING AGENDA

Wednesday, September 30, 2026 | 9:00am | 110 Watervliet Ave

Item	Responsibility	Page
Call to Order	Peter Wohl	
Approve Minutes from Thursday, July 30, 2026		3
Committee Reports: (Action Items Listed)		
Board Operations Committee (09/22/26)	Peter Wohl	
Performance Monitoring/Audit Committee (09/24/26)	Denise Figueroa	
• Resolution 34 – Approve Contract for Fleet Fluid Analysis Services		9
• Resolution 35 – Approve Contract for Bus Exhaust Extraction System		14
• Resolution 36 – Approve Purchase of Battery-Electric Articulated Bus		19
• Resolution 37 – Approve Purchase of Database Administration Services		23
Community & Stakeholder Relations Committee (09/24/26)	Jackie McDonough	
Strategic & Operational Planning Committee (09/24/26)	Michael Criscione	
Chief Executive Officer’s Report	Frank Annicaro	28
Board Member Comments	All	
Executive Session	Peter Wohl	
• Personnel Discussion		
Upcoming Meetings		
October 28, 2026 at 9:00 AM via Microsoft Teams and at 110 Watervliet Ave.		
Adjourn	Peter Wohl	

**CAPITAL DISTRICT TRANSPORTATION AUTHORITY
(And its Subsidiaries)
110 Watervliet Avenue, Albany, New York and Microsoft Teams**

MINUTES OF THURSDAY, JULY 30, 2026 BOARD MEETING

MEMBERS PRESENT

Peter D. Wohl, Chair
Denise A. Figueroa, Treasurer
Jackie McDonough, Secretary

Patrick M. Lance
Michael J. Criscione

MEMBERS PRESENT REMOTELY

Georgeanna M. Nugent

MEMBERS NOT PRESENT

Jaclyn L. Falotico, Vice-Chair
David M. Stackrow
Jayme B. Lahut

OTHERS PRESENT

Frank Annicaro, Chief Executive Officer
Patricia Cooper, Chief Financial Officer
Amanda Avery, General Counsel
Jaime Kazlo, Chief of Staff
Lance Zarcone, VP Operations
Gary Guy, Director of Transportation
Dave Williams, Director of Maintenance
Jonathan Scherzer, Director of Business Dev.
Steve Wacksman, Director of Facilities
Stacy Sansky, Director of Procurement

Thomas Guggisberg, Senior Director of IT
Zack Stever, ATU President
Sarah Matrose, Internal Auditor
Richard Cordero, Director of Service Quality
Kelli Schreivogl, Sr. Director of HR & Risk Mgmt.
Jack Grogan, Director of Safety & Training
Meghan Gonyo, Communications Coordinator

CALL TO ORDER - At 11:04 AM, Chairman Wohl called the meeting to order and noted a quorum was present.

APPROVAL OF THE JUNE 24, 2026, BOARD MEETING MINUTES

Motion – Ms. Figueroa
Seconded – Mr. Criscione
Carried Unanimously

COMMITTEE REPORTS

BOARD OPERATIONS COMMITTEE - Report from Chairman Wohl

Committee met on Tuesday, July 21, 2026 at 1:45 AM via Microsoft Teams and at 110 Watervliet Ave.

Administrative Discussion Items

- The committee reviewed the agendas for July's committee meetings in preparation for July's Board meeting.
- Lisa Marrello updated the committee on some of the results of last month's statewide primaries. So-called progressive democrat candidates won 8 of 10 races and two congressional primaries. In combination with the pending retirements of 30+ members in the State Assembly and Senate, there is potential for new perspectives in each house in 2027. Lisa will keep an eye on statewide elections this November and how this might impact CDTA's budgeting and for upstate public transit.
- Frank discussed recent media stories about using the Empire State Plaza as a downtown Albany bus terminal. He has spoken with local elected officials and the Commissioner of OGS about the limitations and physical constraints of the facility. Stay tuned if there are more developments.
- Frank also summarized his recent presentation to the Warren County legislature about CDTA's investments there based on operational data that has been collected over that past year or so. Based on the data, operations are being realigned when compared with what CDTA inherited in Warren County. There seems to be strong support for CDTA's approach in Glens Falls and the neighboring communities. More to come on this.

- Finally, the August committee and board meetings are canceled subject to the call of the chair.

PERFORMANCE MONITORING COMMITTEE - Report from Denise Figueroa

Performance Monitoring Committee met on Thursday, July 23, 2026 at 9:00 AM at 110 Watervliet Avenue, Albany and via Microsoft Teams.

Consent Agenda Items

Resolution 29 – Approve Emergency Chiller Repairs

- In 2015, CDTA awarded a contract to Eckert Mechanical to replace the Albany facility's central chiller plant with a multi-stack chiller system. This system provides cooling for all offices, workspaces, meeting rooms, and common areas at the 110 Watervliet Avenue facility.
- Over the past four years, the multi-stack chiller system has experienced increasing reliability issues, requiring frequent repairs and the replacement of major components to maintain operation.
- Due to the critical nature of this system, the increasing risk of extended cooling outages, and the need to have the equipment operational during the peak summer season, management determined that immediate action was necessary to restore the system to full operational capacity and ensure continued building cooling during peak summer conditions.
- The authority hereby approves a contract with HT Lyons to replace a section of the Albany chiller system, and all associated components/work in the amount of \$141,410.

Motion - Ms. McDonough

Seconded - Mr. Criscione

Carried Unanimously

Resolution 30 – 2026 – Approve Purchase of FLEX Vehicles

- The current fleet replacement plan calls for annual vehicle purchases and the retirement of vehicles that have reached the end of their useful life (5 years/150,000 miles). This procurement supports state-of-good-repair initiatives and planned service expansion, ensuring the fleet remains reliable, safe, and aligned with increasing operational demand.
- In 2025, the Board awarded a five-year contract to Fenton Mobility Products, Inc. for these vehicles.
- As part of this contract, staff are recommending the purchase of five FLEX On-Demand vehicles for units that have reached the end of their useful life.
- The authority hereby approves purchasing five Ford Transit vehicles for our FLEX On-Demand service from Fenton Mobility Products, Inc. of Randolph, New York, for a total amount not to exceed \$822,130, inclusive of contingency.

Motion - Mr. Criscione

Seconded - Ms. McDonough

Carried Unanimously

Resolution 31 – 2026 – Approve Purchase of Incident Management Platform

- To purchase an incident management platform for use along the Washington-Western Bus Rapid Transit (WWBRT) Purple Line.
- The ELERTS platform combines several advanced intelligent transportation systems technologies in one package by integrating mobile applications with digital video, advanced analytics, and several messaging systems and technologies including email, SMS, QR code, voicemail, and 911. ELERTS is most used by transit agencies to support official "See Something, Say Something" campaigns.
- The primary benefit of this new platform is to allow employees, customers, and community members to quickly and discreetly report issues such as suspicious behavior, medical emergencies, and maintenance or cleanliness issues. All incident reports and related messages are sent directly to CDTA dispatch and security operations to ensure the most immediate response.

- The authority hereby approves a one-year contract with ELERTS Inc. of Hingham, Massachusetts for an amount not to exceed \$146,989.

Motion - Ms. McDonough

Seconded - Mr. Criscione

Carried Unanimously

Resolution 32 – 2026 – Approve Contracts for Term Engineers

- A term agreement establishes a pool of pre-qualified and vetted firms that have demonstrated the technical expertise, experience, and capacity necessary to provide professional services to CDTA on an as-needed basis. The purpose of these agreements is to ensure that CDTA has timely access to qualified consultants who can support the planning, design, engineering, and implementation of capital projects and other organizational initiatives as needs arise.
- Selection under a term agreement does not guarantee that a consultant will receive work, nor does it guarantee an opportunity to compete for any specific assignment.
- The terms of our contracts are for three years with two one-year options and are now up for renewal.
- The authority hereby approves awarding term engineer agreements to the following firms:
 - Creighton Manning Engineering of Albany, NY
 - Weston & Sampson of Albany, NY
 - LaBella Associates of Latham, NY
 - Sage Engineering Associates of Albany, NY
 - Hesnor Engineering of Albany, NY

Motion - Ms. Figueroa

Seconded - Ms. McDonough

Carried Unanimously

Administrative Discussion Items

Monthly Management (Financial) Report

- Revenue: MRT is 20.6% over budget for the month and 6.61% over budget YTD. Saratoga and Albany both had a strong month.
- Customer fares are 12.6% over budget in June and 5.6% over budget YTD
- Facilities income is over budget 12.3% YTD and 13.7% or \$48k in June.
- Expenses: Wages are under budget 0.6% in June and 1.7% YTD. Contracted raises went into effect June 13.
- YTD Health Benefits are under budget 9.6% and 10.6% in June.
- Purchased Transportation is 7.2% over budget in June and over budget 4.3% YTD.
- Maintenance Services is 8.26% over budget in June but 14% under budget YTD due to timing.
- Overall, we are in a satisfactory budget position.

Monthly Performance (Non-Financial) Report

- June ridership increased 1.9% over the prior year, demonstrating continued customer demand and improved system utilization.
- Fiscal year-to-date ridership remains 1.5% below FY2026 but has improved relative to earlier monthly trends.
- Strong summer ridership performance could help further reduce the current year-to-date deficit.
- System wide OTP improved both monthly and year-to-date, continuing a positive trend in service reliability.
- The organization achieved a 3.7% improvement in June and a 4.4% improvement year-to-date.
- MDBSI improved substantially both monthly and year-to-date, indicating fewer service interruptions and stronger fleet performance.
- The 55.2% YTD improvement represents one of the strongest reliability gains among operational performance indicators. Reflecting consistent operational execution.

- June attendance results indicate continued pressure on workforce availability, with both monthly and year-to-date absenteeism rates above prior-year levels. While staffing initiatives and recruitment efforts continue to support operational needs, improving attendance reliability remains essential to reducing overtime exposure, strengthening daily coverage.
- Disability/Workers' Compensation and FMLA continue to represent the largest sources of lost workdays.
- Missed trips increased 90.26 YOY and 64.4% YTD. There is a decrease of 1.5% from the month prior. Since making changes to our scheduling, staff are aware that YOY will be higher. Currently, management is focusing on building staffing levels up on the para transit side.
- STAR ridership increased 1.3% YOY and 0.1 YTD. Ridership has leveled out after several months of growth. With the ridership steady, management can focus on building up staffing to improve our OTP and Missed trips goals.
- STAR on-time performance declined 15.9% YOY as expected. OTP is steady from last month at 67%. Since making changes to our scheduling, staff are aware that YOY will be higher.
- Customer comments reflect higher service interaction levels, reflecting higher service interaction levels. The YOY and YTD decreased 5.4%, which reflects door to door operator campaign.
- June non-preventable accident rates increased significantly compared with the prior year; however, most of the increase reflects incidents outside the operator's direct control.
- The year-to-date impact remains limited, but continued trend analysis and proactive safety interventions are necessary to prevent external-risk events from impacting overall safety performance.
- Maintaining focus on defensive driving, hazard recognition, and data-driven safety improvements will support continued progress throughout FY2027.

COMMUNITY AND STAKEHOLDER RELATIONS COMMITTEE - Report from Jackie McDonough
Community and Stakeholder Relations Committee met on Thursday, July 23, 2026 at 10:00 AM at 110 Watervliet Avenue, Albany and via Microsoft Teams.

Administrative Discussion Items

- Jaime Kazlo provided an update on the roll out of the company's core values and new Values in Motion awards. The initiative was launched in May, with the goal of building a culture centered on shared values and recognition.
- Over the last three months, the six refreshed Core Values were rolled out to all employees, led by CEO Frank Annicaro and his team. The values have been communicated in a number of ways to all employees including email, our employee app Blink, full color posters and digital signage in all facilities.
- The new Values in Motion program was also rolled out. This new rewards and recognition program was developed internally and allows all employees a chance to be recognized. It focuses on peer and supervisor nominations, monthly recognition ceremonies and a way to foster a company culture based on the new core values.
- Over the next several months, each core value will be featured, they will be integrated into onboarding and leadership development and look for ways to expand opportunities for employee nominations and participation.
- Jaime Kazlo provided the Earned Media and Community Relations report. Last month, we sent six press releases and earned five placements in television, newspapers, and radio with an estimated value of \$5,000.
- Stories included – the unveiling of our America 250 bus, the rollout of our summer services and summer fun pass and updated pricing on our car share program, DRIVE.
- We participated in several community events including the Port of Albany's America 250 event featuring tours of the USS Marinette Navy ship. We provided transportation for the community who were participating in the tours and for the Navy shipmen who were exploring and engaging in Capital Region activities over the fourth of July holiday.
- We would also like to congratulate one of our Travel Trainers, Barbara Artis who was honored at the Tri-City Valley Cats game last week for being named a National Grid Community Hero. Barbara always goes the extra mile to help our community and customers. She was nominated by the CDTA team. Congratulations Barbara!

STRATEGIC AND OPERATIONAL PLANNING COMMITTEE - Report from Michael Criscione

The Strategic and Operational Planning Committee met on Thursday, July 23, 2026 at 11:00 AM via Microsoft Teams and at 110 Watervliet Avenue.

Consent Agenda Item

Resolution 33 – 2026 – Approve Proposed August Service Changes

- Mike Williams presented the August 2026 service changes, continuing CDTA's service rebalancing effort initiated in August 2025, November 2025, and May 2026. The proposal includes seasonal adjustments, targeted frequency and span changes, run-time recalibrations, and Phase II of the Glens Falls route adjustments, generating an estimated 15,000 annual platform-hour savings.
- The changes support our realignment strategy by improving operational efficiency, reducing costs, eliminating redundancies, and maintaining service quality and reliability.
- Regular service adjustments include frequency reductions or run-time calibrations on Routes 13, 85, 114, 117, 125, 370, 910, and 922/923, restoration of Route 190 service levels, and reconfigured run times on Albany routes.
- Phase II of the Glens Falls route adjustments was reviewed, following Phase I schedule and travel-time improvements implemented in May 2026. Phase II introduces service changes based on ridership data, service performance, and community feedback.
- Following Board approval, staff will conduct outreach to the public and elected officials before implementation on August 23, 2026.
- The authority hereby approves the proposed August 2026 service changes.

Motion - Ms. Figueroa

Seconded - Mr. Criscione

Carried Unanimously

Administrative Discussion Item

Route Performance Report

- Mike Williams presented the Fiscal Year 2026 Route Performance Report, which evaluates route productivity, ridership, on-time performance, and the impacts of recent service rebalancing initiatives.
- Total ridership was 18.0 million boardings, a 2% decrease from FY25 following service rebalancing efforts. Despite lower ridership, system productivity improved 6% to 22.9 boardings per revenue hour, reflecting more efficient deployment of service. Frequent routes and the BusPlus network continued to be the strongest performers.
- On-time performance improved by 1.9% compared to FY25, driven by schedule optimization efforts implemented across Albany, Troy, Schenectady, Amsterdam, and Glens Falls. By FY26, the system achieved sustained improvements in reliability and schedule adherence.
- The Committee reviewed the impacts of FY26 service changes, including service rebalancing, FLEX adjustments, and Glens Falls route modifications. More than 90,000 platform hours were reduced systemwide to support financial sustainability while preserving service where demand and productivity are highest.
- Also highlighted was continued growth in the Universal Access Program, which generated 5.6 million rides and accounted for 31% of total annual ridership through partnerships with 56 organizations.
- FY27 service rebalancing initiatives were outlined, including the August 2026 service changes and Phase II of the Glens Falls route adjustments, which will increase service on the most productive routes while reducing service on the least productive routes.

CHIEF EXECUTIVE OFFICER'S REPORT – Frank Annicaro

- The Chief Executive Officer provided his report for July 2026.

EXECUTIVE SESSION

Entered Executive Session: 11:50 am

Motion – Ms. Figueroa

Seconded – Ms. McDonough

Unanimous Agreement

- CEO Evaluation

Exited Executive Session: 12:10 pm

Motion – Ms. Figueroa

Seconded – Mr. Criscione

Unanimous Agreement

UPCOMING MEETINGS

- Subject to the call of the Chair, Chairman Wohl announced the following meeting date:
 - Wednesday, September 30, 2026 at 9:00am at 110 Watervliet Avenue.

ADJOURNMENT - 12:11 PM

Motion – Mr. Wohl

Seconded – Mr. Criscione

Carried Unanimously

Respectfully submitted,

Jacqueline McDonough, Secretary

Dated: September 30, 2026

CAPITAL DISTRICT TRANSPORTATION AUTHORITY

RESOLUTION NO. 34 - 2026

Approve Contract for Fleet Fluid Analysis Services

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 to make purchases and enter into contracts providing for purchases designed to meet the needs of its omnibus transportation operations, and

WHEREAS, after a competitive Request for Proposals process, the superior proposal was deemed to have been submitted by Tribologik Corporation of Hammond, IN, and

WHEREAS, Authority staff recommends that a one-year contract with four optional one year renewals be awarded to Tribologik Corporation of Hammond, IN, for an estimated annual cost of \$91,287, dependent upon actual quantities.

NOW, THEREFORE, IT IS RESOLVED as follows:

1. The Authority hereby awards a one-year fleet fluid analysis contract, with four optional one year renewals to Tribologik Corporation of Hammond, IN, for an estimated annual cost of \$91,287 with the final cost determined by actual usage, subject to compliance with all contract terms and requirements.
2. Authority Staff is hereby authorized to execute the necessary documents.
3. The source of funds shall 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 30th day of September, 2026.

Dated: September 30, 2026

Jacqueline McDonough, Secretary

Capital District Transportation Authority Agenda Action Sheet

Subject: Award Contract for Fleet Fluid Analysis Services
Committee: Performance Monitoring/Audit
Meeting Date: September 24, 2026

Objective of Purchase or Service:

CDTA's predictive and preventive maintenance program includes the laboratory analysis of engine oil, engine coolant, and transmission fluid to identify developing mechanical issues and fluid-related concerns before they result in component failures, service disruptions, or increased maintenance costs.

This program provides Maintenance staff with timely, accurate, and actionable information to support data-driven preventive maintenance decisions. By identifying emerging issues early, the analysis helps improve fleet reliability, reduce road calls and unscheduled repairs, extend the service life of major components, and enhance overall vehicle performance, contributing to continued improvements in Mean Distance Between Failures (MDBF).

Summary of Staff Proposal:

CDTA issued a Request for Proposals (RFP) for fluid analysis services. An evaluation team comprised of representatives from the Maintenance department conducted a comprehensive review of the proposals received. Each submission was evaluated and scored against established criteria, including the ability to meet CDTA's service and performance requirements, organizational qualifications and relevant experience, reporting platform functionality and data accessibility, and overall cost.

Following the evaluation process and completion of reference checks, staff recommends awarding the contract to Tribologik as the proposer offering the best overall value and program for CDTA. Tribologik demonstrated extensive experience providing services to heavy-duty transit and municipal fleets and operates an ISO/IEC 17025:2017-accredited laboratory. Their program combines predictive maintenance diagnostics, historical trend analysis, severity ratings, technician-focused maintenance recommendations, and a secure web-based reporting platform.

Tribologik's standard turnaround time is typically two business days or less from receipt of a sample, with expedited services available when necessary. The reporting platform will provide staff with access to both current and historical analysis results by vehicle, component type, mileage, and service interval. This capability will enable us to identify trends and emerging conditions earlier, supporting proactive maintenance and repairs before issues develop into major component failures, unscheduled downtime, or in-service road calls.

Financial Summary/Cost:

Based on CDTA's prior-year sampling volumes, the estimated annual cost of the program is as follows:

Description	Unit Cost	Quantity	Extended Cost
Engine Oil Samples	\$10.50	4024	\$42,252
Engine Coolant Samples	\$15.00	1076	\$16,140
Transmission Oil Samples	\$10.50	508	\$5,334
Sampling Kits	\$2.00	5608	\$11,216
Shipping	\$35.00	467	\$16,345
Total Cost:			\$91,287

This is funded through our operating budget.

Proposed Action:

Staff recommends awarding Tribologik Corporation of Hammond, IN a one-year contract for fleet fluid analysis services, with four optional one-year renewals.

Contract costs will be based on the actual number of samples processed and services utilized during each contract year, allowing us to align expenditures with operational needs while maintaining flexibility in program usage.

Manager:

David Williams, Director of Maintenance

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:

\$456,435 (over 5 years) 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 # 10 or Advertised
Number of Proposals/Bids Received # 3

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 0
DBE Certification on file? Yes No Not Applicable
Was contract awarded to a DBE? Yes No
Number of DBE Subcontractors 0
DBE Subcontractor Name and Certification Type:

8. LEGAL NAME and ADDRESS OF CONTRACTOR/VENDOR: Tribologik Corp

1212 172nd Street

Hammond, IN 46324

8. SOURCE OF FUNDS: Operating Budget

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 24, 2026

Cummulative CDTA Maint 225-3000			
	Cummins-Albany, NY	Tribologik-Hammond, IN	Viswa-Houston, TX
Ability to meet CDTA's defined Service Levels and Performance Expectations 120 points	72	97	87
Qualifications and Relevant Experience 60 points	45	59	45
Price 60 points	46	59	37
Report Portal/Ease of Use/Access to Data 45 points	27	31	36
MWBE SDVOB 15 points	0	0	0
TOTAL (300 Points)	190	246	205

Completed by:

NOTES:

**CAPITAL DISTRICT TRANSPORTATION AUTHORITY
RESOLUTION NO. 35 – 2026**

Awarding Sole Source Contract for Vehicular Exhaust Extraction System

WHEREAS, the Capital District Transportation Authority (“Authority”) owns and operates a transit depot in Albany, NY that is in need of a vehicular exhaust extraction system to will upgrade the existing ventilation system while assuring compliance with laws on workplace safety, and

WHEREAS, Public Authorities Law section 1307(5) empowers Authority to maintain and improve its facilities, and

WHEREAS, the proposed system will equip the Albany maintenance bays with exhaust hoses and associated equipment, expanding upon the exhaust extraction system installed during the prior garage project, and

WHEREAS, the previous system was designed and installed by Total Tool Ltd. Of Castleton-on-Hudson, and staff now recommends awarding this sole source contract to Total Tool Ltd. As they possess extensive knowledge of the Albany facility’s infrastructure, conditions, and operational requirements, and

WHEREAS, utilizing Total Tool Ltd. Will allow the Authority to maintain a consistent exhaust extraction design, providing operational and maintenance advantages and promoting efficient long-term operation, and

WHEREAS, the price of \$271,556 proposed by Total Tool Ltd. Is fair and reasonable and includes a tariff contingency.

NOW, THEREFORE, IT IS RESOLVED as follows

1. The Authority hereby awards a bus exhaust extraction system contract for the Albany facility to Total Tool Ltd. for the contract price of \$271,556 subject to the contractor’s compliance with all contract conditions.
2. The source of funds for this project will be the Washington/Western BRT grant.
3. The Chief Executive Officer is hereby authorized to execute the necessary documents.
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 30th day of September, 2026.

Dated: September 30, 2026

Jacqueline McDonough, Secretary

Capital District Transportation Authority

Agenda Action Sheet

Subject: Award Contract for Bus Exhaust Extraction System
Committee: Performance Monitoring/Audit
Meeting Date: September 24, 2026

Objective of Purchase or Service:

It is important to maintain a safe, healthy, and productive work environment for CDTA employees. By effectively capturing vehicle emissions at the source, an effective exhaust venting system will reduce employee exposure to diesel exhaust, improve indoor air quality, and support compliance with workplace health and safety standards. An overhead reel design also reduces trip hazards, eliminates the need for manual hose handling and storage, and minimizes wear and damage to equipment.

This project will upgrade the bus exhaust extraction system in the Albany maintenance garage by replacing the existing equipment with an electrically operated overhead hose reel system. The upgraded system will improve the efficiency and ease of connecting and disconnecting exhaust hoses during daily maintenance activities while providing more reliable exhaust capture and removal.

Summary of Staff Proposal:

The proposed system will equip 13 maintenance bays with both 6-inch exhaust hoses for engine exhaust and 4-inch hoses for auxiliary equipment, with two additional bays receiving 4-inch hose reels. The motor-driven system includes remote controls, automatic closing valves, high-temperature flexible hose, and associated nozzles and fittings, enabling employees to position exhaust hoses from ground level quickly and efficiently.

This upgrade expands upon the exhaust extraction system installed during the Albany Garage expansion associated with the Washington/Western BRT project. Extending the same technology throughout the remaining maintenance bays will create a standardized system across the facility, improve consistency in operation, simplify training, and reduce long-term maintenance requirements.

The overhead configuration offers significant operational and safety advantages. Because buses are routinely raised and lowered during inspections and repairs, technicians can easily adjust hose height while the system remains securely suspended above the work area. This design minimizes interference with maintenance activities while reducing the risk of detached hoses, equipment damage, trip hazards, and other workplace safety concerns.

Key benefits of the proposed system include:

- Improves employee safety by keeping exhaust hoses elevated and out of work areas.
- Simplifies operation through ground-level, electrically controlled hose reels.
- Accommodates vehicle lifts and varying bus heights during maintenance.
- Reduces manual handling and associated workplace hazards.
- Standardizes exhaust extraction equipment throughout the facility.
- Supports efficient operations and consistent system utilization.

Sole Source Justification:

Staff recommends a sole-source procurement with Total Tool Ltd. for the equipment, installation, and integration services associated with this project.

Total Tool designed and installed the exhaust extraction system as part of the Albany Garage expansion and as a result, possesses extensive knowledge of the facility's existing exhaust infrastructure, structural conditions, vehicle configurations, and operational requirements. This familiarity will reduce implementation risk, streamline installation, and help ensure compatibility with the existing system.

Utilizing Total Tool for this expansion will allow CDTA to maintain a consistent exhaust extraction design throughout the Albany Maintenance Garage rather than introducing a second equipment platform into the facility. Standardizing on a single system provides operational and maintenance advantages, including common controls, uniform employee training, simplified troubleshooting, reduced spare parts inventory requirements, and more efficient long-term maintenance and support.

Financial Summary/Cost:

Description	Extended Cost
13 – 6-inch Motor-Driven Exhaust Hose Reel Systems and Associated Components	\$97,117
15 – 4-inch Motor-Driven Exhaust Hose Reel Systems and Associated Components	\$79,323
Freight – Hose Reel Equipment	\$7,000
Installation Materials, Labor, Equipment Rental and Associated Services	\$78,933
Contingency – 3.5% Tariffs	\$9,183
Total:	\$271,556

This is funded by the Washington/Western BRT grant.

Proposed Action:

I am recommending that a sole-source contract be awarded to Total Tool Ltd. Castleton-On-Hudson, NY for the purchase and installation of the Albany garage bus exhaust extraction system upgrade at a cost not to exceed \$271,556.

Manager:

David Williams, Director of Maintenance

**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:

\$271,556 (not to exceed) 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 0
DBE Certification on file? Yes No Not Applicable
Was contract awarded to a DBE? Yes No
Number of DBE Subcontractors 0
DBE Subcontractor Name and Certification Type:

8. LEGAL NAME and ADDRESS OF CONTRACTOR/VENDOR: Total Tool Ltd.

10 Kids Lane

Castleton, NY 12033

8. SOURCE OF FUNDS: Washington/Western BRT Grant

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 24, 2026

**CAPITAL DISTRICT TRANSPORTATION AUTHORITY
RESOLUTION NO. 36 - 2026**

Approve Sole Source Piggyback Purchase of 60-Foot Battery-Electric Articulated Bus

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, designed to provide the necessary equipment to meet its transportation objectives, and

WHEREAS, the Authority’s fleet replacement program is designed to ensure a safe, reliable and cost-effective fleet when vehicles have reached the end of their useful life, and

WHEREAS, replacing one older 60-foot diesel articulated bus with a battery-electric articulated bus will allow us to maintain fleet balance and reliability while controlling lifecycle costs, and

WHEREAS, Authority staff now recommends purchasing one New Flyer Xcelsior XE60- 60-foot battery-electric articulated bus through a sole-source piggyback procurement utilizing the Commonwealth of Virginia Contract CTR010079, to support the Authority’s fleet replacement, for an amount not to exceed \$2,469,702, including tariff contingency, with delivery anticipated for May of 2028.

NOW, THEREFORE, IT IS RESOLVED as follows:

1. The Authority hereby awards the purchase of one 60-foot battery-electric bus from New Flyer of America, Inc. through the Commonwealth of Virginia Contract CTR010079, for an amount not to exceed \$2,469,702, subject to compliance with all the applicable requirements including those set forth in the contract documents.
2. The Chief Executive Officer is hereby authorized to execute the necessary documents.
3. The source of funds for this purchase is the FY27 Capital 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 30th day of September, 2026

Dated: September 30, 2026

Jacqueline McDonough, Secretary

Capital District Transportation Authority

Agenda Action Sheet

Subject: Approve Purchase of One 60-Foot Battery-Electric Articulated Bus
Committee: Performance Monitoring/Audit
Meeting Date: September 24, 2026

Objective of Purchase or Service:

CDTA's fleet replacement program is designed to maintain a safe, reliable, and cost-effective fleet by replacing vehicles that have reached the end of their useful life. Replacing one older 60-foot diesel articulated bus with one New Flyer Xcelsior XE60 battery-electric articulated bus will allow us to maintain fleet balance and reliability while controlling lifecycle costs.

This procurement advances that strategy by transitioning from conventional diesel buses to diesel-electric hybrid buses, aligning with CDTA's long-term sustainability goals while maintaining operational flexibility.

Summary of Staff Proposal:

Staff recommends purchasing one New Flyer Xcelsior XE60 60-foot battery-electric articulated bus through a sole-source piggyback procurement utilizing Commonwealth of Virginia Contract CTR010079.

The recommendation is based on the following considerations:

- **Fleet Reliability and Asset Replacement:** The XE60 will replace an aging articulated bus that has exceeded its useful life. Timely replacement reduces maintenance costs, minimizes service disruptions, and preserves fleet reliability.
- **Advancement of Zero-Emission Technology:** The XE60 is a fully battery-electric transit bus equipped with a 660-kWh energy storage system, regenerative braking, and advanced electric propulsion technology. The vehicle supports CDTA's transition to a lower-emission fleet while reducing diesel fuel consumption and tailpipe emissions.
- **Winter Operating Performance:** The 60-foot articulated platform provides operational advantages in the Capital Region's winter conditions. The vehicle's three-axle configuration, including a powered center axle, improves traction, stability, and grade-climbing capability compared to conventional single-drive-axle buses, supporting reliable service during snow and icy conditions.
- **High-Capacity Service:** Articulated buses are critical to serving CDTA's highest-ridership routes efficiently. Replacing an articulated bus with another 60-foot vehicle preserves passenger capacity and operational flexibility across the system.
- **Fleet Standardization:** CDTA currently operates New Flyer Xcelsior vehicles. Continuing with this platform provides benefits through technician familiarity, established maintenance practices, diagnostic commonality, parts availability, and existing manufacturer support relationships.
- **Leveraging Existing Electric Bus Investments:** CDTA has already invested in the training, maintenance capabilities, charging infrastructure, and operating procedures necessary to support New Flyer battery-electric vehicles. Adding an XE60 builds upon those investments and avoids introducing a new vehicle platform into the fleet.

- **Procurement Efficiency:** Utilizing Commonwealth of Virginia Contract CTR010079 provides an efficient and compliant procurement mechanism while allowing the vehicle to be configured to meet CDTA's operational requirements.

Vehicle Configuration:

The proposed New Flyer XE60 is a 60-foot heavy-duty battery-electric articulated transit bus.

Key features include:

- 60-foot New Flyer Xcelsior articulated platform
- 660-kWh battery energy storage system
- Siemens electric drive propulsion system
- Powered ZF center axle
- Regenerative braking
- 450-kW overhead charging capability
- Dual plug-in charging receptacles
- Electric heating and HVAC systems
- CDTA-specific ITS, communications, fare collection, camera, accessibility, and passenger-service equipment
- Warranty, publications, delivery, and currently identified tariffs included in the proposed vehicle price

The vehicle specification also incorporates components and systems consistent with CDTA's current fleet requirements, including wheelchair accessibility, fire suppression, surveillance equipment, destination signs, communications equipment, and other CDTA-specific features.

Financial Summary/Cost:

Description	Cost
New Flyer Xcelsior XE60, including warranty, publications, and delivery	\$2,140,043
Training	\$80,500
Luminator color spectrum destination signs	\$12,040
Arrow Global MV321 Full Driver Enclosure	\$23,115
Contingency for Tariffs: 10%	\$214,004
Total:	\$2,469,702

This is funded by the FY27 capital budget

Proposed Action:

I recommend purchasing one New Flyer Xcelsior CHARGE NG XE60 60-foot battery-electric articulated bus from New Flyer of America Inc. through Commonwealth of Virginia Contract CTR010079 for an amount not to exceed \$2,469,702. Delivery is anticipated for May 2028.

Manager:

David Williams, Director of Maintenance

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:

\$2,469,702 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 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 0

DBE Certification on file? Yes No Not Applicable

Was contract awarded to a DBE? Yes No

Number of DBE Subcontractors Transit Vehicle Manufacturers are required to have an approved DBE program on file with FTA.

8. LEGAL NAME and ADDRESS OF CONTRACTOR/VENDOR: New Flyer of America, Inc.

711 Kernaghan Ave

Winnepeg, MB Canada

8. SOURCE OF FUNDS: FY27 Capital Budget

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 24, 2026

**CAPITAL DISTRICT TRANSPORTATION AUTHORITY
RESOLUTION NO. 37 - 2026**

Award Contract for Database Administrator Services

WHEREAS, the Capital District Transportation Authority (the “Authority”) is charged with the continuance, development, and improvement of transportation facilities and services, requiring certain professional services, and

WHEREAS, the Authority is empowered by N.Y. Public Authorities Law section 1306 (7) to retain or employ contractors and private consultants in furtherance of its mission, and

WHEREAS, the efficient and effective functioning of the Authority requires the assistance of certain database administration services to assist the information technology department, and

WHEREAS, the Authority has solicited and evaluated multiple responsive proposals for such database administration services in response to a general solicitation, and has determined that the best proposal, qualifications, and pricing were provided by the incumbent provider OATC, Inc of Charlotte, NC, and

WHEREAS, the Authority now desires to award a two-year contract with three optional one-year renewals, to OATC, Inc of Charlotte, NC, with a total cost not to exceed \$519,000 for five years.

NOW, THEREFORE, IT IS RESOLVED as follows:

1. The Authority hereby awards a two-year contract with three optional one-year renewals, to OATC, Inc of Charlotte, NC, at a total five year cost not to exceed \$519,000, subject to the Contractor’s compliance with the contract and proposal documents.
2. Authority Staff is hereby authorized to execute the appropriate contract documents.
3. The source of funds shall be 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 30th day of September, 2026.

Dated: September 30, 2026

Jacqueline McDonough, Secretary

Capital District Transportation Authority

Agenda Action Sheet

Subject: Approve Purchase of Remote Database Administration Services
Committee: Performance Monitoring/Audit
Meeting Date: September 24, 2026

Objective of Purchase or Service:

To purchase remote and on-call database administration services for CDTA's Oracle and Microsoft SQL Server database environments.

Summary of Staff Proposal:

CDTA's Oracle and Microsoft SQL Server databases provide the data behind our financial, maintenance, scheduling, and reporting systems. These databases run continuously to support our 24-hour transit operation and require specialized database administration skills. Rather than carry these skills in-house, senior-level Oracle and SQL Server remote database administration services are contracted on a retainer basis with around-the-clock on-call coverage that includes monitoring, patching, backup and recovery, performance tuning, security and audit support, and refreshes of non-production environments.

CDTA's existing database environment is extensive with seven Oracle instances hosting six databases and three Microsoft SQL Server instances hosting approximately forty databases. These systems serve over 120 users across several CDTA operating departments including Transportation, Maintenance, Facilities, Finance, and Planning.

A Request for Proposals was issued specifying a twenty-hour monthly retainer divided evenly between Oracle and SQL Server support with 24x7x365 on-call coverage and defined response targets of two hours for critical incidents, four hours for high severity incidents, and next business day service for routine requests. The RFP also required monthly health and security reporting, an annual baseline assessment, documented disaster recovery testing, and delivery from within the continental United States.

Eight proposals were received and evaluated by personnel from the Information Technology department. The proposals were evaluated against criteria that included technical qualifications of staff, security and compliance approach, relevant experience and references, cost, and DBE participation. After concluding the review, the evaluation team identified OATC, Inc. as having submitted the best overall proposal. OATC has also served as CDTA's incumbent database administration services provider for the past fifteen years and has performed exceptionally well with no service issues.

Financial Summary/Cost:

This purchase is funded through the Information Technology operating budget. A summary of costs over the full 5-year contract term is provided below.

Description	Cost
Oracle DBA Support	\$210,000
SQL Server DBA Support	\$210,000
Annual Assessment and Performance Baseline Services	\$12,500
Ad-Hoc and Project Support Allowance (20%)	\$86,500
Total Five-Year Cost:	\$519,000

Proposed Action:

The evaluation team is requesting that a two-year contract with three optional one-year renewals be awarded to OATC, Inc. of Charlotte, North Carolina for the purchase of remote database administration services for an amount not to exceed \$519,000.

Project Manager:

Thomas Guggisberg, Senior 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:**

\$519,000(NTE) 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 # 77 or Advertised
Number of Proposals/Bids Received # 8

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?	<u>Yes</u>	No	
Number of D/MWBEs bidding/proposing	<u>2</u>		
D/MWBE Certification on file?	Yes	No	<u>Not Applicable</u>
Was contract awarded to a /MWDBE?	Yes	<u>No</u>	
Number of D/MWBE Subcontractors	<u>0</u>		

8. **LEGAL NAME and ADDRESS OF CONTRACTOR/VENDOR:** OATC, Inc.
418 Wingrave Drive
Charlotte, North Carolina 28270

8. **SOURCE OF FUNDS:** Operating Budget

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

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

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

Stacy Sansky, Director of Procurement DATED: September 24, 2026

Cummulative Scorecard for CDTA IT 128-1000

	Amberstone- Niskayuna, NY	Consultadd-New York, NY	CyFi-Washington, DC	Enterprise People- Germantown, MD	OATC-Charlotte, NC	Samara Tech- Gaithersburg, MD	SMACTWorks- Dublin, OH	Sede IT Consulting- McDonough, GA
Technical Qualifications & Staff 70 Points	64	54	59	67	70	57	67	54
Security Compliance Approach 30 Points	29	29	29	29	29	24	29	24
Relevant Experience/References 50 Points	40	41	35	42	50	42	42	36
Cost 40 Points	18	30	32	37	32	30	37	30
MWBE/SDVOB Participation 10 Points	10	10	0	0	0	0	0	0
TOTAL 200 Points	161	164	155	175	181	153	175	144



Memorandum

September 30, 2026

To: Chairman of the Board
Board Members

From: Frank Annicaro, Chief Executive Officer

Subject: CEO Report for September 2026

As we move into fall, CDTA continues to build on the momentum of the past several months. Five months into the fiscal year, I am happy to report that the Authority continues to perform well while maintaining a close focus on our financial position and the responsible management of our resources. Our ability to deliver reliable service, invest in our people, and advance important organizational initiatives depends on maintaining that discipline, and our team continues to do an excellent job balancing today's needs with our long-term priorities.

One of the most important developments this month was the addition of Josh Abreau, who began his new role as CDTA's first manager of customer experience. Josh will lead the design, implementation, and continuous improvement of CDTA's end-to-end customer experience program. He will develop a comprehensive, company-wide customer experience framework that connects every stage of the customer journey, from product awareness and trip planning to riding, issue resolution, and post-trip engagement. Josh will ensure that customer insights, performance data, and service design principles are incorporated into planning, operations, communications, and capital investments. He will also oversee the call center manager and call center operations, with a focus on improving customer satisfaction, accessibility, equity, and service reliability across all CDTA services.

Safety also remains a central priority for our organization. On September 23, STV began a 17-week bus operator safety, training, and liability assessment. This comprehensive effort will examine our safety practices and identify opportunities to further strengthen the systems that support our operators and customers. The assessment will look at three to five years of accident and liability data to identify root causes and systemic trends. It will also evaluate training programs across all operator cohorts, our safety monitoring and key performance indicators, intervention practices, route-level risks, and our overall safety culture and governance. Importantly, the assessment will identify emerging risk populations that may require additional focus and will conclude with a prioritized roadmap of immediate, mid-term, and long-term actions.

This is an important opportunity to take a comprehensive look at what we are doing well, where there are opportunities to improve, and how we can continue to build a stronger culture of safety throughout CDTA. Our operators carry tremendous responsibility every day, and ensuring they

have the training, tools, support, and resources necessary to perform their jobs safely is one of our highest priorities.

On September 16, Board Member Denise Figueroa and I traveled to Washington, D.C., to participate in the American Public Transportation Association's Legislative Advocacy Fly-In. Advocacy is an important part of protecting and strengthening public transportation, particularly as we look toward the next Surface Transportation Reauthorization.

During our time in Washington, we met with staff from the offices of Senator Chuck Schumer, Senator Kirsten Gillibrand, Congressman Paul Tonko, and Congressman Josh Riley. These conversations provided an opportunity to discuss the issues that are important to CDTA, our employees, our customers, and the communities we serve. Maintaining strong federal investment in public transportation is critical to our ability to provide service, maintain our infrastructure, support our workforce, and plan for the future.

We are also beginning to schedule our next round of employee town halls across the CDTA system. It is hard to believe that it has been more than a year since we held nine town halls throughout the organization. I remain incredibly impressed and proud of the work this team has accomplished as a direct result of the feedback our employees shared during those conversations. Those town halls gave our employees an opportunity to tell us what was important to them, where they saw opportunities for improvement, and what they needed from the organization. Over the past year, we have made meaningful progress in many of those areas. We still have plenty of work to do, but the progress has been excellent, and it is important that we continue listening, communicating, and following through. And, as always, watch this space — we have lots more to do.

There are also a few important people-related milestones I want to recognize this month. Many of our prayers were answered when Emily DeVito, CDTA's Director of Communications, returned to work full time on September 9 after receiving the gift of life through a kidney donation on July 11. Emily's return is wonderful news for her, her family, and the entire CDTA team. We are thrilled to have her back and grateful for the generosity of her donor and everyone who supported Emily throughout her journey.

I also want to congratulate Board Member Denise Figueroa on her election to the American Public Transportation Association Executive Board. This is another significant accomplishment for Denise and provides her with an even greater opportunity to contribute to the public transportation industry at the national level. Her leadership and commitment to CDTA and public transportation continue to make a difference, and we are fortunate to have her serving on our board.

September has once again demonstrated that CDTA's progress is driven by our people. Whether it is managing our finances, improving customer experience, strengthening safety, advocating for federal investment, listening to our employees, recruiting and retaining talent, or representing CDTA on the national stage, our employees and board members continue to move this organization forward.

August 2026 Performance Summary

Revenue:

- Customer fares were 8.36% over budget this month and 4.69% over budget YTD.
- MRT is over budget 16.45% this month and 9.83% over budget YTD.
- Facilities income is over budget 5.2% this month and 9.23% over budget YTD.

Expenses:

- Wages are 3.36% under budget for the month and 0.4% under budget YTD.
- Workers compensation is 33.55% over budget this month due to a scheduled award payment.
- Purchased transportation is 8.78% over budget for the month and 6.77% over YTD.
- Overall Expenses: 2.39% under budget YTD.

Overall, CDTA remains in a satisfactory budget position as we continue to drive efficiency and service rebalancing in alignment with our TDP and in response to the FY2027 budget challenges.

Ridership:

- Total Ridership (August 2026): 1.483M (-2.9% vs. August 2025)
- YTD Ridership: 7.559M (-2.3% vs. YTD 2026)
- STAR (August 2026): 33,561 riders (+0.0% vs. August 2025)
- FLEX (August 2026): 10,760 riders (+108.8% vs. August 2025)
- NX (August 2026): 8,212 riders (+31% vs August 2025)

Operations:

- Trip Completion Rate: 99.91%
- Accidents: 34 total; 17 preventable
- Preventive Maintenance Inspections (PMI): 99.3% on-time
- MDBSI: 15,615 miles
- Scheduled Maintenance Compliance: 78.9%
- Employee Availability: 92.08%
- On-Time Performance:
 - Fixed Route: 73.4%
 - STAR: 71.3% (within 10-minute window)

Customer Experience:

- Customer Comments: 269 total (67 related to STAR)
- Fixed Route Complaints: 176
- Other Complaints: 26
- Website Traffic: 784,865 page views

CEO Activity:

I continued my outreach across the Capital Region, meeting with elected officials, community leaders, and partners to strengthen relationships and explore collaboration opportunities.

September 3, 2026

I attended the Capital Region Transportation Council's Policy Board meeting.

September 11, 2026

We held a ceremony at 110 Watervliet Avenue for employees to gather and commemorate the 25th anniversary of the attacks on September 11. Troy Superintendent Joe Landy and Albany Fire Chief Joseph Gregory spoke.

September 15-16, 2026

I, along with board member Denise Figueroa, attended the American Public Transportation Association's Legislative Advocacy Fly-In. We went to the offices of several lawmakers and advocated as we look toward the next Surface Transportation Reauthorization.

September 17, 2026

I, along with other CDTA employees and board member Denise Figueroa, attended the Annual Van Rensselaer Awards dinner, hosted by the Rensselaer Chamber of Commerce.

September 18, 2026

CDTA hosted an end-of-summer pop-up BBQ across all divisions to thank employees for their work.

September 25, 2026

We held Coffee with the CEO in the Schenectady Division. It's a chance for me to connect with employees and hear from them.

September 25, 2026

I met with Assembly Member Angelo Santabarbara to continue building a relationship and discuss FLEX in Amsterdam.

September 28, 2026

I attended the Broadview Golf Tournament with Chief of Staff Jaime Kazlo, and Board Members Peter Wohl and Jayme Lahut to benefit the Broadview Cares Foundation.