

Board of Directors Monthly Meeting

Wednesday, October 28, 2026 | 9:00am
Board Room at 110 Watervliet Ave.

CDTA BOARD OF DIRECTORS MEETING AGENDA

Wednesday, October 28, 2026 | 9:00am | 110 Watervliet Ave

Item	Responsibility	Page
Call to Order	Peter Wohl	
Approve Minutes from Wednesday, September 30, 2026		3
Committee Reports: (Action Items Listed)		
Board Operations Committee (10/16/26)	Peter Wohl	
Performance Monitoring/Audit Committee (10/22/26)	Peter Wohl	
• Resolution 38 – Approve Contract for New Flyer Tools		8
• Resolution 39 – Approve TTC Renovation		13
• Resolution 40 – Approve Lobby/ Command Center Renovation		18
• Resolution 41 – Approve Auto Physical Damage Insurance Renewal		23
• Resolution 42 – Approve Auto & General Liability Insurance Renewal		27
Community & Stakeholder Relations Committee (10/22/26)	Jackie McDonough	
Strategic & Operational Planning Committee (10/22/26)	Michael Criscione	
• Resolution 43 – Approve November Service Changes		31
Chief Executive Officer’s Report	Frank Annicaro	33
Board Member Comments	All	
Upcoming Meetings		
December 16, 2026 at 9:00 AM 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 WEDNESDAY, SEPTEMBER 30, 2026 BOARD MEETING

MEMBERS PRESENT

Peter D. Wohl, Chair
Jaclyn L. Falotico, Vice-Chair
Denise A. Figueroa, Treasurer
Jackie McDonough, Secretary

Patrick M. Lance
Michael J. Criscione
Jayme B. Lahut

MEMBERS PRESENT REMOTELY

Georgeanna M. Nugent

MEMBERS NOT PRESENT

David M. Stackrow

OTHERS PRESENT

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

Thomas Guggisberg, Senior Director of IT
Mike Williams, Director of Service Planning
Jeanette Stumbaugh, Comptroller
Kevin Gratto, ATU Vice 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
Emily DeVito, Director of Communications
Meghan Gonyo, Communications Coordinator
Joshua Abreu, Customer Experience Manager

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

APPROVAL OF THE JULY 30, 2026, BOARD MEETING MINUTES

Motion – Ms. Figueroa
Seconded - Ms. McDonough
Carried Unanimously

COMMITTEE REPORTS

BOARD OPERATIONS COMMITTEE - Report from Chairman Wohl

Committee met on Tuesday, September 22, 2026, at 9:00 AM via Microsoft Teams and at 110 Watervliet Ave.

Administrative Discussion Items

- The committee reviewed the agendas for September's committee meetings in preparation for September's Board meeting.
- Lisa Marrello updated the committee on CDTA's advocacy endeavors. Looking ahead to the budget process, she reminded us of expected member and leadership changes in both the State Assembly and Senate after November's statewide elections. These changes may impact strategies for budget planning for upstate public transit.
- Chris Desany reported on the impact of August service changes and previewed the next adjustments slated for the November pick. More to come in the committee reports.
- Frank reported on discussions with the City of Rensselaer, which has received a commitment from New York for a Downtown Revitalization Initiative (DRI) grant. Rensselaer wants to dedicate about \$2 million towards a mixed-use development project that may involve the CDTA parking lot property north of the station. Other players include Amtrak and Gilbane Building Company. This project is in its infancy, so stay tuned for more developments.

- Finally, a reminder that State law requires members to be physically present at board meetings in order to attain a quorum and to register your vote on all action items.

PERFORMANCE MONITORING COMMITTEE - Report from Denise Figueroa Performance Monitoring Committee met on Thursday, September 24, 2026 at 9:00 AM at 110 Watervliet Avenue, Albany and via Microsoft Teams.

Consent Agenda Items

Resolution 34 – 2026 – Approve Contract for Fleet Fluid Analysis Services

- CDTA's predictive and preventive maintenance program uses laboratory analysis of engine oil, coolant, and transmission fluid to identify developing mechanical and fluid-related issues before they result in component failures, service disruptions, or increased maintenance costs. Following an RFP process, proposal evaluation, and reference checks, staff recommend Tribologik Corporation based on the overall value and quality of its proposed program.
- The authority hereby approves a contract awarded to Tribologik Corporation of Hammond, IN a one-year contract for fleet fluid analysis services, with four optional one-year renewals with an estimated annual cost of \$91,287.

Motion – Mr. Criscione

Seconded - Ms. McDonough

Carried Unanimously

Resolution 35 – 2026 – Approve Contract for Vehicular Exhaust Extraction System

- CDTA will upgrade the Albany maintenance garage exhaust extraction system by replacing existing equipment with electrically operated overhead hose reels. The project will improve the efficiency, reliability, and ease of exhaust capture during daily maintenance activities.
- The authority hereby approves a sole-source contract to 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.

Motion – Ms. McDonough

Seconded - Ms. Falotico

Carried Unanimously

Resolution 36 – 2026 – Approve Purchase of Battery-Electric Articulated Bus

- As part of CDTA's fleet replacement strategy, the purchase of one 60-foot battery-electric articulated bus will replace an older diesel articulated bus and support continued fleet reliability while managing lifecycle costs. The New Flyer Xcelsior CHARGE NG XE60 will also advance CDTA's transition toward lower-emission propulsion technologies and support the Authority's long-term sustainability objectives while maintaining operational flexibility.
- The authority hereby approves 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.

Motion - Mr. Wohl

Seconded - Mr. Lahut

Carried Unanimously

Resolution 37 – 2026 – Approve Purchase of Remote Database Administration Services

- CDTA's Oracle and Microsoft SQL Server databases support critical financial, maintenance, scheduling, and reporting systems across the Authority's 24-hour operation. Given the size and complexity of the environment, specialized database administration and continuous on-call support are required. Following an RFP process, staff recommend a contract with OATC, Inc. that provides dedicated monthly Oracle and SQL Server support, 24x7x365 emergency coverage, defined incident-response targets, security and system health reporting, annual

assessment, and disaster recovery testing.

- The authority hereby approves a two-year contract with three optional one-year renewals to 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.

Motion – Ms. McDonough

Seconded – Mr. Wohl

Carried Unanimously

Administrative Discussion Items

Risk Management & Workers Compensation Report

- CDTA conducts a quarterly review of its Risk Management and Workers' Compensation Self-Insurance Accounts to ensure adequate funding for anticipated claims and related expenditures. CDTA remains self-insured for most liability exposures up to \$2 million and continues to manage and defend liability and automobile claims internally when practicable.
- Based on current claims experience, actuarial projections, and available account balances, the Risk Management and Workers' Compensation Self-Insurance Accounts are considered adequate to meet the anticipated needs of CDTA and its subsidiaries at this time.

Monthly Management (Financial) Report

- MRT is 16.5% over budget for the month and 9.8% over budget YTD.
- Customer fares continue to trend over budget; 8.4% in August and 4.7% over budget YTD.
- Facilities income is over budget 5.2% for the month and 9.2% YTD.
- Wages are under budget 3.36% in August and 0.4% YTD.
- Workers' compensation is 33.6% over budget in August due to a scheduled award payment. YTD we are 0.7% over budget.
- Materials & Supplies are 32% over budget in August and 36% YTD.
- Purchased Transportation is 8.8% over budget in August and 6.8% over budget YTD.

Monthly Performance (Non-Financial) Report

- Fixed-route ridership declined 2.9% for the current period and 2.3% year-to-date, while system-wide on-time performance continued to improve, reaching 73.4% for the month and 73.8% YTD. Fleet reliability remained strong overall, with MDBSI improving 11.1% year-to-date despite a decline during the current period. Employee attendance also improved during the month, although Days Not Worked remained above last year's level.
- STAR ridership remained stable compared with FY2025, and customer comments decreased 7.3% year-to-date. STAR on-time performance was 71.3% within 10 minutes and 93.1% within 25 minutes, with recent schedule adjustments showing progress. Missed trips remain an area of focus, increasing 72.5% year-over-year and 63.2% year-to-date. Overall, efforts remain focused on improving reliability, attendance, and customer service while supporting ridership growth.
- The next meeting of the committee is on Thursday, October 22, 2026, at 9:00AM at 110 Watervliet Ave.

COMMUNITY AND STAKEHOLDER RELATIONS COMMITTEE - Report from Jackie McDonough

Community and Stakeholder Relations Committee met on Thursday, September 24, 2026 at 10:00 AM at 110 Watervliet Avenue, Albany and via Microsoft Teams.

Administrative Discussion Items

- Emily DeVito provided an update on employee town halls, including feedback from the 10 town halls held in August 2025. Employee feedback focused on fare evasion and payment issues, operator safety and support, maintenance morale, employee engagement and clear communication from leadership.
- Staff reviewed actions taken in response to employee feedback, including the fare evasion campaign, the CDTA Ambassador Program, maintenance morale initiatives, the new Core Values and Values in Motion employee recognition program, expanded employee communications and vehicle updates.
- An employee survey conducted through Blink in August received nearly 150 responses. Employees identified company updates from leadership, the opportunity to ask questions and information about upcoming projects as key factors that would encourage participation in future town halls.
- The next round of employee town halls will be held in all divisions throughout the month of October. Information will be provided to employees on town halls through Blink, the monthly employee newsletter, facility screens, email, postcards, and leadership communications.
- Jaime Kazlo provided the Earned Media and Community Relations report. During the reporting period, CDTA issued six press releases and generated six earned media stories with an estimated value of \$6,000.
- Some of the highlights included CDTA's Board Member Denise Figueroa being named Board Member of the year by the American Public Transportation Association, CDTA's annual Route Performance Report being featured in a national trade publication and our recent job fair being highlighted in CBS 6's "Trade Up" segment that features jobs in the trades.
- CDTA marked the 25th anniversary of the September 11th attacks by holding a wreath laying ceremony outside of its Headquarters. The ceremony included the Albany Fire Chief and CDTA Superintendent Joe Landy who responded to the aftermath of the 9/11 attacks.
- Upcoming community and employee engagement activities include the Breast Cancer Awareness Month Kick-Off on October 1, Pink Bus Pull on October 16, Trunk or Treat on October 25 and Veterans Luncheon on November 9.

STRATEGIC AND OPERATIONAL PLANNING COMMITTEE - Report from Jackie McDonough The Strategic and Operational Planning Committee met on Thursday, September 24, 2026, at 11:00 AM via Microsoft Teams and at 110 Watervliet Avenue.

Administrative Discussion Items

Rensselaer DRI and JLB Station Update

- Chris Desany reviewed the City of Rensselaer's \$10 million Downtown Revitalization Initiative award and the East Street transit-oriented development concept surrounding the Joseph L. Bruno Rail Station.
- The preliminary concept includes approximately 900 affordable and mixed-income housing units, commercial and community uses, parks and public spaces, pedestrian and bicycle improvements, an East Street Greenway, and a transit-oriented entry plaza.
- The proposed development has an estimated overall value of \$400 million and is requesting \$4 million from the City's DRI allocation; individual projects have not yet been selected or approved for funding.
- CDTA's current role is cooperative, exploratory, and non-binding. No use or disposition of CDTA property, ground lease, financial commitment, or development arrangement has been authorized. Any future involvement would require additional due diligence, federal review, defined financial and operational terms, and separate CDTA approvals.
- CDTA will remain engaged to protect its operational and property interests. Ethan Warren, who serves on the City's Local Planning Committee, will recuse himself from the evaluation of this proposal because of CDTA's potential interest in the project.

Amsterdam FLEX Conversion and November Pick Changes

- Mike Williams reviewed the August service pick, which had projected approximately 15,000 annual platform-hour savings but ultimately resulted in a net increase of approximately 2,900 annual platform hours.
- The planned August service reductions were achieved, but updated Albany run times were needed to reflect current roadway conditions, resulting in additional vehicle requirements that offset the savings.
- The November pick will use targeted headway adjustments, selective run-time refinements, and improved blocking and interlining to recover approximately 15,600 annual platform hours while retaining the reliability improvements from the August recalibration.
- Staff also proposed replacing Amsterdam Routes 600 and 601 with a 3.5-square-mile FLEX microtransit zone. School trips, Route 605, and the Thruway Xpress would remain fixed-route services.

- The FLEX conversion is expected to provide more direct trips, average wait times of approximately 30 minutes, additional service points, and expanded access in several Amsterdam neighborhoods. Public outreach is planned for October, with implementation scheduled for November 29, 2026.

Lessons in STAR

- Rich Cordero provided an overview of STAR, CDTA's ADA paratransit service for customers who cannot use fixed-route service for some or all trips. It is very important to control costs while maintaining reliable, ADA-compliant service.
- STAR is a resource-intensive service, with a \$65 cost per trip, 3% farebox recovery, 1.8 rides per revenue hour, and making up approximately 20% of CDTA's operating costs.
- April through July FY2027 ridership increased 8.6% to 132,093 trips, while on-time performance declined. The 0–10-minute measure fell from 80.2% to 69.0%, and the 0–25-minute measure fell from 96.0% to 91.4%. Missed trips increased, while customer complaints declined.
- Short-term priorities include improving scheduling, routing and dispatch visibility, supervisory oversight, STAR and FLEX coordination, and KPI reporting. Staff is also exploring additional service options and the co-mingling of STAR and FLEX trips to improve vehicle utilization and reduce costs.
- Longer-term efforts include evaluating updated mobility software, expanding customer-quality reporting, and collecting direct post-trip feedback. The Committee discussed reporting both 10-minute and 25-minute on-time performance to provide a more complete view of reliability.

CHIEF EXECUTIVE OFFICER'S REPORT – Frank Annicaro

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

EXECUTIVE SESSION

Entered Executive Session: 9:38 am

Motion – Ms. McDonough

Seconded – Ms. Figueroa

Unanimous Agreement

- Personnel Discussion

Exited Executive Session: 9:46 am

Motion – Ms. Figueroa

Seconded – Ms. Falotico

Unanimous Agreement

UPCOMING MEETINGS

- Subject to the call of the Chair, Chairman Wohl announced the following meeting date:
 - Wednesday, October 28, 2026, at 9:00 am at 110 Watervliet Avenue.

ADJOURNMENT – 9:48 am

Motion – Mr. Wohl

Seconded – Ms. Figueroa

Carried Unanimously

Respectfully submitted,

Jacqueline McDonough, Secretary

Dated: October 28, 2026

CAPITAL DISTRICT TRANSPORTATION AUTHORITY

RESOLUTION No. 38 - 2026

Approve Sole Source Contract for New Flyer Tools

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 enter into contracts for the purchase of goods and services to meet its transportation objectives, and

WHEREAS, the Authority is in need of New Flyer axle specialty tools to properly diagnose, service, repair and overhaul axle and brake components installed on the Authority’s New Flyer bus fleet, and

WHEREAS, all New Flyer buses are equipped with axle systems manufactured by ZF and many maintenance procedures associated with the axle assemblies require specialized tools specifically designed and approved by the manufacturer, and

WHEREAS, New Flyer is the sole provider of the ZF axle specialty tooling for axle configurations installed in New Flyer buses and obtaining the tools directly from New Flyer ensures that the correct tools are used to perform maintenance in accordance with manufacturer repair procedures, and

WHEREAS, Authority staff is satisfied with the proposed cost and it has been determined to be fair and reasonable based on the specialized nature of the equipment, fleet-wide application and the long-term operational benefits associated with improved maintenance efficiency, repair quality and vehicle reliability, and

WHEREAS, Authority staff recommends the purchase of New Flyer axle specialty tools from New Flyer of America, Inc. of Winnipeg, MB Canada at a cost not to exceed \$88,508.

NOW, THEREFORE, IT IS RESOLVED as follows:

1. The Authority hereby approves a sole source contract for New Flyer axle specialty tools from New Flyer of America, Inc. of Winnipeg, MB Canada, at a cost not to exceed \$88,508, subject to acceptance and satisfaction of all contract terms and requirements.
2. The Chief Executive Officer is hereby authorized to execute the necessary documents.
3. The source of funds is from the Washington Western BRT Grant.

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 28th day of October, 2026.

Dated: October 28, 2026

Jacqueline McDonough, Secretary

Capital District Transportation Authority

Agenda Action Sheet

Subject: New Flyer Axle Specialty Tooling
Committee: Performance Monitoring/Audit
Meeting Date: October 22, 2026

Objective of Purchase or Service:

To procure New Flyer specialty tooling required to properly diagnose, service, repair, and overhaul axle and brake components installed on CDTA's New Flyer bus fleet.

Summary of Staff Proposal:

Axles are one of the most critical mechanical systems on a transit bus. In addition to supporting the full weight of the vehicle, axle assemblies contain many of the components responsible for steering, wheel-end performance, braking, suspension, and the safe transfer of power to the roadway. Because these components are subjected to significant loads, vibration, and operating stresses throughout their service lives, axle maintenance and repair activities are a routine and essential responsibility of CDTA's Maintenance Department.

All New Flyer buses operated by CDTA are equipped with axle systems manufactured by ZF, a leading supplier of heavy-duty transit vehicle components. Many maintenance procedures associated with these axle assemblies require specialized tools that are specifically designed and approved by the manufacturer. Unlike common shop tools, these specialty tools allow technicians to safely inspect, diagnose, repair, and overhaul axle and brake components while ensuring repairs are performed in accordance with manufacturer specifications.

This purchase will establish a centralized inventory of manufacturer-specified ZF axle specialty tooling for use across CDTA's New Flyer fleet. The tooling package includes pullers, presses, adapters, measuring equipment, torque devices, brake service tools, bearing and hub service equipment, and other components required to perform axle maintenance and repair activities.

Providing Maintenance personnel with immediate access to the proper specialty tools will improve repair quality, support standardized maintenance practices, reduce vehicle downtime, and increase technician efficiency. The investment will also reduce the potential for component damage caused by improvised repair methods and support CDTA's efforts to improve fleet reliability, vehicle availability, and Mean Distance Between Failures (MDBF).

Sole Source Justification

New Flyer is the sole provider of the ZF axle specialty tooling specified for the axle configurations installed on CDTA's New Flyer buses. These tools are manufacturer-specified for maintenance and repair procedures associated with the ZF axle assemblies and are not interchangeable with standard commercially available shop tools. Procuring the tooling directly through New Flyer ensures that CDTA receives the correct tools required to perform maintenance activities in accordance with established manufacturer repair procedures.

In addition, standardizing specialty tooling through New Flyer provides operational benefits by creating a complete and consistent tooling inventory that can be shared across maintenance facilities and vehicle series. This approach improves technician productivity, supports consistent repair practices, reduces repair delays, and protects CDTA's investment in its New Flyer fleet.

Because New Flyer is the sole provider of the specified tooling, competitive pricing for identical manufacturer-approved equipment is not available. Staff believes the proposed cost is fair and reasonable based on the specialized nature of the equipment, its fleet-wide application, and the long-term operational benefits associated with improved maintenance efficiency, repair quality, and vehicle reliability.

Financial Summary/Cost:

Category	Cost
Torque, Wrench, Socket and Fastening Tools	\$23,739
Pressing, Installation and Removal Tools	\$19,899
Adapters, Fixtures, Supports and General Accessories	\$17,483
Brake, Hub, Bearing and Wheel-End Service Tools	\$13,416
Pulling, Extraction and Separation Tools	\$7,022
Measurement, Inspection and Alignment Tools	\$6,949
Total:	\$88,508

The source of funds is the WWBRT grant.

Proposed Action:

Staff recommends the purchase of New Flyer axle specialty tooling from New Flyer of America Inc at a cost not to exceed \$88,508.

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:

\$88,508 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	<u>No</u>	
Number of DBEs bidding/proposing		<u>0</u>	
DBE Certification on file?	Yes	No	<u>Not Applicable</u>
Was contract awarded to a DBE?	Yes	<u>No</u>	
Number of DBE Subcontractors		<u>0</u>	

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

711 Kernaghan Ave

Winnipeg, MB Canada

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, <u>N/A</u>)
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: October 22, 2026

CAPITAL DISTRICT TRANSPORTATION AUTHORITY

RESOLUTION No. 39- 2026

Approve Technical Training Center (TTC) Renovation at the Albany Division

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

WHEREAS, Public Authorities Law section 1307(5) empowers the Authority to renovate or repair its facilities, and

WHEREAS, the Albany Division Maintenance Department currently lacks dedicated training space to support growing workforce development needs and restricts technical training opportunities, and

WHEREAS, the renovation will upgrade existing facilities to establish a dedicated Technical Training Center for structured classroom instruction, hands-on learning, equipment demonstrations, safety training, workforce development, workspace for Information Technology Services (ITS) technicians, employee break area, and office space, and

WHEREAS, an Invitation for Bids was issued and three bids were received with a formal bid analysis completed by Hesnor Engineering Associates, and

WHEREAS, based on the evaluation, LeChase Construction Services of Schenectady, NY, was the lowest responsive and responsible bidder for an amount of \$955,000 plus 20% contingency for a total cost of \$1,146,000, and

WHEREAS, staff recommends a contract for the Technical Training Center (TTC) renovation to LeChase Construction Services of Schenectady, NY, in an amount not to exceed \$1,146,000.

NOW, THEREFORE, IT IS RESOLVED as follows:

1. The Authority hereby awards a contract for the Technical Training Center renovation to LeChase Construction Services of Schenectady, NY, for an amount not to exceed \$1,146,000, subject to complying with all the applicable requirements including those set forth in the bid and contract documents.
2. The Chief Executive Officer is hereby authorized to execute the necessary documents.
3. The source of funds for this renovation will be from the Washington Western BRT Grant.

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 28th day of October, 2026.

Dated: October 28, 2026

Jacqueline McDonough, Secretary

Capital District Transportation Authority Agenda Action Sheet

Subject: Technical Training Center Upgrades
Committee: Performance Monitoring/Audit
Meeting Date: October 22, 2026

Objective of Purchase or Service:

The maintenance department currently lacks dedicated training space to support growing workforce development needs. This limitation restricts technical training opportunities, extends onboarding timelines, contributes to skill gaps, and reduces opportunities for employee development and succession planning. This procurement will address these challenges.

Summary of Staff Proposal:

This project will renovate and upgrade existing facilities to establish a dedicated technical training center that supports structured classroom instruction, hands-on learning, equipment demonstrations, safety training, and ongoing workforce development. The improvements will provide maintenance personnel with the knowledge and skills necessary to support increasingly complex operations while enhancing employee onboarding, skill development, and succession planning.

The project also includes the creation of dedicated workspace for Information Technology Services (ITS) technicians with direct access to maintenance operations, a climate-controlled employee break area, and additional office space to improve staff efficiency and support training program administration.

Approval of this contract will allow for the facility upgrades necessary to support the Authority's long-term workforce development and operational readiness objectives.

An Invitation for Bids (IFB) was issued for the Technical Training Center (TTC) renovations. The scope included dedicated office space, a modern comfortable training facility, and a breakroom. Three bids were received and a formal bid analysis was completed by Hesnor Engineering Associates. Based on the evaluation, LeChase Construction Services was identified as the lowest responsive and responsible bidder. LeChase has committed to utilization MWBE subcontractors for 4.5% of the work.

Financial Summary/Cost:

Base Bid:	\$955,000
20% Contingency:	\$191,000
Total Cost:	\$1,146,000

Funded through the Washington Western BRT Grant

Proposed Action:

I recommend awarding a contract for Technical Training Center Renovations to LeChase Construction Services, of Schenectady, NY as the lowest responsive and responsible bidder, in an amount not to exceed \$955,000 plus a 20% contingency, for a total authorized amount of \$1,146,000. This is subject to final contract execution and compliance with all insurance and bonding requirements.

Manager:

Steve Wacksman, Director of Facilities

**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:

\$1,146,000 (Not to Exceed)

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 # 27 or **Advertised**
Number of Proposals/Bids Received # 3

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	<u>No</u>
Number of D/MWBEs bidding/proposing		<u>0</u>
D/MWBE Certification on file?	Yes	No <u>Not Applicable</u>
Was contract awarded to a D/MWBE?	Yes	<u>No</u>
Number of D/MWBE Subcontractors		<u>TBD-will have 4.5% MWBE Participation</u>

8. LEGAL NAME and ADDRESS OF CONTRACTOR/VENDOR: **LeChase Construction Services**
220 Harborside Drive
Schenectady, NY 12305

8. SOURCE OF FUNDS: **WWBRT**

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)	(Yes, No, <u>N/A</u>)
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: **October 22, 2026**



Bid Summary



Contract Name: Technical Training Center Renovations

Contract No: CDTA FAC 235-2000

Date/Time of
Opening:

October 7, 2026 1:00PM EST

Bidder Contact Information	Base Bid/Lump Sum Price	Bid Alternate- If Applicable	Subcontractors If known/as applicable (Names only)	DBE/MWBE/SDVOB Status
Name: Bonaquisti Brothers Construction Address: 20 Center St Suite 1 Albany, NY 12204 Contact: Paul Bonacquisti Email: caitlinb@bonbroconst.com Phone: 518.238.2115	Base Bid: \$980,000	Alternate 1: Alternate 2:	1 2 3 4 5	DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __
Name: LeChase Construction Services, LLC Address: 205 Indigo Creek Dr Rochester, NY 14626 Contact: Daniel Poole Email: daniel.poole@lechase.com Phone: 585.254.3510	Base Bid: \$955,000	Alternate 1: Alternate 2:	1 2 3 4 5	DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __
Name: Gallo Construction Corp. Address: 1400 2nd Ave Watervliet, NY 12189 Contact: Karen Gallo Email: lradigan@gallogc.com Phone: 518.273.0234	Base Bid: \$1,444,100	Alternate 1: Alternate 2:	1 2 3 4 5	DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __
Name: Address: Contact: Email: Phone:	Year 1 Lump Sum Price:	Alternate 1: Alternate 2:	1 2 3 4 5	DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __
Name: Address: Contact: Email: Phone:		Alternate 1: Alternate 2:	1 2 3 4 5	DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __
Name: Address: Contact: Email: Phone:		Alternate 1: Alternate 2:	1 2 3 4 5	DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __
I, Frank Annicaro, Chief Executive Officer of The Capital District Transportation Authority hereby certify that the above is a true, complete and accurate record of the bids received on the date and time listed above for this project.		Signature: _____		

CAPITAL DISTRICT TRANSPORTATION AUTHORITY

RESOLUTION No. 40 - 2026

Approve Command Center and Lobby Renovations for Albany Division

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

WHEREAS, Public Authorities Law section 1307(5) empowers the Authority to renovate or repair its facilities, and

WHEREAS, in 2015 the existing Command Center was constructed as part of the ITMS project and is a mission-critical facility supported by redundant power, communications, security and backup systems to maintain uninterrupted 24/7 transit operations, and

WHEREAS, additional capacity is needed to meet the growing service, operational and technology demands, and the improvements will preserve the facility’s existing resiliency and security systems while strengthening the Authority’s ability to manage service delivery, respond to incidents and support future operational growth, and

WHEREAS, the renovations include modernizing the lobby at 110 Watervliet Avenue with a new reception area, updated finishes, mounted bus-front display, digital monitors promoting the Authority’s services, with additional areas of the Albany Division receiving new flooring and paint, and

WHEREAS, an Invitation for Bids was issued for the renovations and one bid was received from LeChase Construction Services and staff has determined that the bid meets all material specifications and contractual requirements, and, after inquiry, Staff is satisfied that the reasons for the receipt of a single bid do not indicate that the procurement was non competitive, and

WHEREAS, staff recommends a contract for the Command Center and Lobby renovations to LeChase Construction Services of Schenectady, NY, for an amount of \$846,000 plus 20% contingency for a total cost not to exceed \$1,015,200.

NOW, THEREFORE, IT IS RESOLVED as follows:

1. The Authority hereby awards a contract for the Command Center and Lobby at 110 Watervliet Avenue to LeChase Construction Services of Schenectady, NY, for an amount

not to exceed \$1,015,200, subject to compliance with all the applicable requirements including those set forth in the bid and contract documents.

2. The Chief Executive Officer is hereby authorized to execute the necessary documents.
3. The source of funds for this renovation will be from the Washington Western BRT Grant.
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 28th day of October, 2026.

Dated: October 28, 2026

Jacqueline McDonough, Secretary

Capital District Transportation Authority Agenda Action Sheet

Subject: Command Center, Lobby, and Building Renovations
Committee: Performance Monitoring/Audit
Meeting Date: October 22, 2026

Objective of Purchase or Service:

The existing Command Center was constructed in 2015 as part of the Intelligent Transportation Management System (ITMS) project. It is a mission-critical facility supported by redundant power, communications, security, and backup systems to maintain uninterrupted 24/7 transit operations.

Summary of Staff Proposal:

The Command Center currently has five dispatcher workstations supporting fixed-route transit, STAR paratransit, and FLEX services. Additional capacity is needed to meet growing service, operational, and technology demands.

This project will expand the Command Center through the addition of two dispatch console workstations, related facility enhancements, and an expanded state-of-the-art video wall to strengthen real-time system monitoring and decision-making. The improvements will preserve the facility's existing resiliency and security systems while strengthening CDTA's ability to manage service delivery, respond to incidents, and support future operational growth.

The project also includes modernization of the lobby at 110 Watervliet Avenue with a new reception area, updated finishes, a mounted bus-front display, and digital monitors promoting CDTA services. Additional areas of the building will receive new flooring and paint.

CDTA issued an Invitation for Bids (IFB) for the Command Center, Lobby, and Building Renovations project and received one bid from LeChase Construction Services. Staff determined that the bid meets all material specifications and contractual requirements. Other initially interested contractors cited scheduling and staffing limitations as the primary reasons for not submitting bids.

Financial Summary/Cost:

Base Bid: \$846,000
20% Contingency: \$169,200
Total Cost: \$1,015,200
Funded through the Washington Western BRT Grant

Proposed Action:

I recommend awarding a contract for the Command Center, Lobby, and Building Renovations to LeChase Construction Services, of Schenectady, NY, as the lowest responsive and responsible bidder, in an amount not to exceed \$846,000 plus a 20% contingency, for a total authorized amount of \$1,015,200. LeChase has committed to utilizing MWBE subcontractors for 4.4% of the work. This is subject to final contract execution and compliance with all insurance and bonding requirements.

Manager:

Steve Wacksman, Director of Facilities

**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:

\$1,015,200 (Not to Exceed)

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 # 20 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	<u>No</u>
Number of D/MWBEs bidding/proposing		<u>0</u>
D/MWBE Certification on file?	Yes	No <u>Not Applicable</u>
Was contract awarded to a D/MWBE?	Yes	<u>No</u>
Number of D/MWBE Subcontractors		<u>TBD-will have 4.4% MWBE Participation</u>

8. LEGAL NAME and ADDRESS OF CONTRACTOR/VENDOR: **LeChase Construction Services**
220 Harborside Drive
Schenectady, NY 12305

8. SOURCE OF FUNDS: **WWBRT**

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)	(Yes, No, <u>N/A</u>)
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: **October 22, 2026**

CDTA FAC 250-2000 Bid List			
field_company	field_contact_name	field_phone	mail
AOW Construction, LLC	Courtney Vrabel	518-512-5476	Cvrabel@aowconstruction.com
Atlantic Testing Laboratories, Limited	Eric M. Van Alstyne, CET	518-383-9144	evanalstyne@atlantictesting.com
Blackridge Research & consulting	Venkatesh Siva	917 993 7467	venkatesh@blackridgeresearch.com
Christie Digital	Nino Fusaro	9735807244	nino.fusaro@christiedigital.com
CTI	Jonathan Codi	5186905188	jcodi@buildcti.com
Eastern Heating & Cooling	Brian Johnson	518-470-6831	bjohnson@ehchvac.com
erepublic	cdg research	916-932-1300	bidwatch@centerdigitalgov.com
Gallo Construction Corp.	Karen Gallo	(518)273-0234	kgallo@gallogc.com
HM Plumbing Group, LLC	Nicole Werner	518-423-2481	nw@hmplbg.com
Iron Sword Enterprises, LLC	Ben Baker	8458631788	bid@ironswordllc.com
KASSELMAN ELECTRIC CO INC	Kyle Rose	5184654795	kyler@kasselmanelectric.com
LaCorte Co.	Aron Blais	5188182677	ablais@lacorte.com
LeChase Construction	Daniel Poole	5189256451	daniel.poole@leCHASE.com
Mid-State Industires, LTD	Dillon Wachter	5183741461	Dillon@MidStateLTD.com
MJG Construction Group, LLC	Micah Henzel	5187280439	micah@mjggroupllc.com
Presentation Concepts Corporation	Tom Hayes	3154371314	thayes@pccav.com
Redwood Landscape SDVOB	Mike Robichaud	518.410.0820	MROBICHAUD@REDWOODLANDSCAPENY.COM
SDVOSB Materials Technology & Supply LLC	Harrison Kendall	9172169400	Harrison.Kendall@SDVOSBmaterials.com
Sierra Contractors Corp	Gursher Bajwa	5167571831	SIERRACONTRACTORSCORP@GMAIL.COM
Technogym USA Corp	Daniel Philipp	7133974332	dphilipp@technogym.com
Turner Construction Company	Tara Collins	518-432-0277	tacollins@tcco.com

CAPITAL DISTRICT TRANSPORTATION AUTHORITY

RESOLUTION No. 41- 2026

Approve Purchase of Auto Physical Damage Insurance

WHEREAS, the Capital District Transportation Authority (“Authority”) is exposed to various risks of loss associated with its property and transit operations, and

WHEREAS, New York Public Authorities Law section 1306 (15) empowers the Authority to insure its property or operations as the Authority may deem advisable, and

WHEREAS, the Authority, by Resolution No. 19-2007 has embarked upon a strategy of contracted insurance brokerage services where the broker shops the coverage, and

WHEREAS, the Authority desires to insure its fleet of vehicles at a value of Ninety Four Million Dollars (\$94,000,000.00) with a maximum of Sixty Million Dollars (\$60,000,000.00) per occurrence with deductibles ranging from Two Thousand Five Hundred Dollars (\$2,500.00) for service vehicles to Twenty Thousand Dollars (\$20,000.00) for buses;

WHEREAS, a few proposals were received and one proposal quoted the full \$60 million limit, and

WHEREAS, Lexington Insurance Company of Boston, MA, quoted the full \$60 million occurrence limit for a total annual premium of \$427,529.88, an overall rate decrease, and

WHEREAS, staff recommends a one-year contract to Lexington Insurance Company of Boston, MA for the \$60 million occurrence limit of Auto Physical Damage coverage for a total premium of \$427,529.88 effective November 10, 2026.

NOW, THEREFORE, IT IS RESOLVED as follows:

1. The Authority hereby authorizes the purchase of automobile physical damage insurance for the policy period covering November 10, 2026 to November 9, 2027 from Lexington Insurance Company of Boston, MA, for the \$60 million occurrence limit, for a total annual premium cost of \$427,529.88, subject to compliance with the terms and conditions of the contract.
2. Authority Staff is authorized to execute all necessary documents.
3. The source of funds for this insurance shall be from the annual 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 28th day of October, 2026.

Dated: October 28, 2026

Jacqueline McDonough, Secretary

CAPITAL DISTRICT TRANSPORTATION AUTHORITY
Agenda Action Proposal

Subject: Auto Physical Damage Insurance
Committee: Performance Monitoring/Audit
Committee Meeting Date: October 21, 2026

Objective of Purchase or Service: Auto Physical Damage provides insurance for vehicles in the event of fire, theft, vandalism, collision and natural perils and is rated and priced based on the dollar value of our fleet. The current value of our fleet is about \$94 million with our fleet garaged at five (5) separate locations. We currently have a \$60,000,000 per occurrence limit with deductibles ranging from \$2,500 dollars for service vehicles to \$20,000 for buses.

Summary of Staff Proposal: Our expiring program consisted of three carriers making up the \$60 million occurrence limit: 1. Lexington first layer of \$25 million 2. Ascot second layer of \$15 million and 3. Starr third layer of \$20 million. NFP, an Aon Company, approached several markets and received a few proposals including one from Lexington Insurance quoting the full \$60 million occurrence limit.

Proposal #1: Lexington Insurance (An A rated company) has proposed a \$60 million occurrence limit for a total premium of \$427,529. The overall rate decreased from \$0.4973 to \$0.4239 per \$100 in value.

The \$60M occurrence limit is more than enough to cover the fleet value at our largest location in Albany. We recommend this proposal with Lexington Insurance.

Finance Summary and Source of Funds: The one-year cost of the Auto Physical Damage Insurance is \$427,529 and it is budgeted in our annual operating budget.

Proposed Action:

I recommend the following one-year contract to:

- 1) Lexington Insurance Company of 99 High Street, 23rd Floor - Boston, MA for the \$60 million occurrence limit of Auto Physical Damage coverage for \$427,529 effective November 10, 2026.

Project Manager:
Kelli Schreivogl

EXHIBIT A
Auto Physical Damage Insurance

2026-27 Lexington Insurance Program
(Insurance Rating A – Non-Admitted)

Program Components	Insurance Coverage
Per Occurrence Limit	\$60,000,000
Loss per Vehicle	\$1,850,000
Service Vehicle Deductible	\$2,500
Bus Deductible	\$20,000
Rate per \$100 of Value	\$0.4239
Premium	\$427,529.88

Total Premium = \$427,529.88

CAPITAL DISTRICT TRANSPORTATION AUTHORITY

RESOLUTION No. 42 - 2026

Approve Purchase of Auto and General Liability Insurance Excess Coverage

WHEREAS, the Capital District Transportation Authority (“Authority”) is exposed to various risks of loss associated with its property and transit operations, and

WHEREAS, New York Public Authorities Law section 1306 (15) empowers the Authority to insure its property or operations as the Authority may deem advisable, and

WHEREAS, the Authority, by Resolution No. 19-2007 has embarked upon a strategy of contracted insurance brokerage services where the broker shops the coverage, and

WHEREAS, the Authority has resolved to self-insure to the extent of Two Million Dollars (\$2,000,000) and to secure Thirteen Million Dollars (\$13,000,000) of excess coverage at an annual premium for the coverage that Authority deems necessary and appropriate for its needs; and

WHEREAS, as the result of the efforts to shop the desired coverage levels, only one quote for each level was received, and

WHEREAS, it has been determined that it is in the best interests of the Authority to accept the quote for Five Million Dollars of excess Automobile and General Liability damage coverage from American Alternative Insurance Corporation of Princeton, NJ, with a proposed annual premium of \$486,200; and the quote for an additional Three Million Dollars of excess Automobile and General Liability damage coverage from Gemini Insurance Company of Scottsdale, AZ, with a proposed annual premium of \$179,383.75, and the quote for an additional Five Million Dollars of excess Automobile and General Liability damage coverage from Allied World Assurance of New York, NY, with a proposed annual premium of \$211,624.06, and the Non-Certified Acts of Terrorism coverage from Lloyd’s of London Insurance Company of New York, NY, for a proposed annual premium of \$10,375, for a total annual premium cost not to exceed \$887,582.81, that will take effect November 10, 2026 through November 9, 2027.

NOW, THEREFORE, IT IS RESOLVED as follows:

1. The Authority hereby authorizes the purchase of Five Million Dollars of Automobile and General Liability excess insurance for the policy period covering

November 10, 2026 to November 9, 2027 from American Alternative Insurance Corporation of Princeton, NJ, at a cost of \$486,200, subject to compliance with the terms and conditions of the contract.

2. The Authority hereby authorizes the purchase of Three Million Dollars of additional Automobile and General Liability excess insurance for the policy period covering November 10, 2026 to November 9, 2027 from Gemini Insurance Company of Scottsdale, AZ, at a cost of \$179,383.75, subject to compliance with the terms and conditions of the contract.
3. The Authority hereby authorizes the purchase of Five Million Dollars of additional Automobile and General Liability excess insurance for the policy period covering November 10, 2026 to November 9, 2027 from Allied World Assurance of New York, NY, at a cost of \$211,624.06, subject to compliance with the terms and conditions of the contract.
4. The Authority hereby authorizes the purchase of Non-Certified Acts of Terrorism coverage from Lloyd's of London Insurance Company for \$10,375, subject to compliance with the terms and conditions of the contract.
5. The total annual premium for Thirteen Million Dollars of excess Automobile and General Liability coverage, including Non-Certified Acts of Terrorism coverage, shall not exceed \$887,582.81.
6. Authority Staff is hereby authorized to execute all necessary documents.
7. The source of funds for this insurance shall be from the annual Operating Budgets.
8. 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 28th day of October, 2026.

Dated: October 28, 2026

Jacqueline McDonough, Secretary

CAPITAL DISTRICT TRANSPORTATION AUTHORITY
Agenda Action Proposal

Subject: Auto & General Liability Insurance
Committee: Performance Monitoring/Audit
Committee Meeting Date: October 21, 2026

Objective of Purchase of Service: Auto & General Liability provides insurance protection for claims of injury and damage to people and property of others caused by the operation of our business. NFP, an Aon Company, pursued several markets to obtain competitive proposals for this insurance. We have a \$2 million self-insured retention (SIR) policy with \$13 million in excess coverage above our SIR. The SIR is similar to a deductible, and we pay the first \$2 million of any claim.

Summary of Staff Proposal: NFP approached 27 markets but received only one proposal for our primary excess layer (\$5 million), one proposal for second excess layer (\$3 million) and one proposal for our third excess layer (\$5 million). The premium cost is up compared to last year primarily due to an increase in revenue miles which carriers consider in their pricing (12,000,000 miles expiring vs. 13,379,711 miles renewal).

American Alternative (incumbent) provided a renewal quote of \$486,200.00 for the first \$5 million layer of excess insurance. They remain the most competitive carrier for the first layer of excess. Gemini Insurance Company (incumbent) will provide the second layer of excess limit at \$3 million for \$179,383. Allied World Assurance (incumbent) will provide the third layer of excess limit at \$5 million for \$211,624. We also purchase coverage for Non-Certified Acts of Terrorism with Lloyds of London for \$10,375. This policy covers both the Liability and our Auto Physical Damage insurance program.

Finance Summary and Source of Funds: The one-year cost for Auto & General Liability Insurance is not to exceed \$887,582 and is funded in the annual operating budget. These premiums are effective for one-year starting on November 10, 2026.

Proposed Action:

I recommend a contract to American Alternative for the first \$5 million layer of excess coverage for \$486,200; a contract for the second layer of excess coverage of \$3 million to Gemini Insurance Company for \$179,383; a contract for the third layer of excess coverage of \$5 million to Allied World Assurance Company for \$211,624, and a contract for Non-Certified Acts of Terrorism coverage to Lloyds of London Insurance at a cost of \$10,375.

Project Manager:
Kelli Schreivogl

Note: The insurance carrier's addresses are on page two.

Carrier Addresses:

Lead Excess Liability - \$5,000,000:

American Alternative Insurance Corporation
555 College Road East
Princeton, NJ 08543

Excess Liability - \$3,000,000 above the \$3,000,000:

Gemini Insurance Company
7233 East Butherus Drive
Scottsdale, Arizona 85260-2410

Excess Liability - \$5,000,000 above the \$8,000,000:

Allied World Assurance Company
199 Water Street
New York, New York 10038

Non-Certified Acts of Terrorism – Excess General Liability and Auto Liability:

Lloyd's of London
520 Madison Avenue 32nd Floor
New York, New York 10022

CAPITAL DISTRICT TRANSPORTATION AUTHORITY

RESOLUTION NO. 43 - 2026

Approve November Service Changes

WHEREAS, the Capital District Transportation Authority (the “Authority”) is authorized by New York Public Authorities Law Section 1305 to formulate action plans and make any necessary amendments, including modification of routes and schedules, and

WHEREAS, the Authority currently operates a system of fixed route and flexible services in the Authority’s service area, and

WHEREAS, principles of financial stewardship require the Authority to improve operational efficiencies to align resources with long-term sustainability goals, and

WHEREAS, the Authority is initiating a comprehensive service realignment plan, which will revolve around the effective and efficient deployment of mobility services, and

WHEREAS, the Authority has planned a set of service changes scheduled to begin with the November pick of work to run from November 29, 2026 through January 23, 2027, and

WHEREAS, those service changes have been reviewed and discussed, and it has been determined to be in the best interests of the Authority to implement them during the November pick of work.

NOW, THEREFORE, IT IS RESOLVED AS FOLLOWS:

1. The Authority shall implement the service changes during the November pick of work.
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 28th day of October, 2026.

Dated: October 28, 2026

Jacqueline McDonough, Secretary

Memorandum

October 23, 2026

To: Strategic and Operational Planning Committee

From: Christopher Desany, Vice President of Planning and Infrastructure

Subject: Approval of November Pick

Background

Staff have developed the November 2026 pick and are seeking the board's approval to move forward. The November 2026 pick implements minor service changes to save approximately 15,600 annual platform hours.

This pick will also implement the conversion of Amsterdam neighborhood routes #600 and #601 to FLEX service, which is intended to be cost neutral. The November pick is planned to run from to November 29, 2026 through January 23, 2026.

Amsterdam FLEX

A new FLEX microtransit zone will cover most locations currently served by Routes #600 and #601, as well as several additional locations. Operating hours will be from 6:30am to 9:30pm on weekdays, 9:00am to 7:00pm on Saturdays, and 9:00am to 6:00pm on Sundays. Pickup and dropoff points will primarily consist of existing bus stops. School trips, Route #560 (Thruway Xpress), and Route #605 will remain in place and unchanged.

Regular Service Changes

Staff recommends the following regular service changes, saving an estimated 15,600 platform hours annually:

- 1 Weekday Reduce peak, mid-day, and early evening frequency from 15 to 17
- 18 Weekday Reduce peak frequency from 30 to 35
Reduce off-peak frequency from 45 to 50
- 106 Weekday Reduce evening frequency from 35 to 45
- 114 Weekday Reduce frequency from 30 to 35
- 355 Weekday Reduce peak, mid-day, and early evening frequency from 30 to 34
- 370 Saturday Reduce frequency from 40 to 50
- 910 Weekday Reduce mid-day and peak frequency from 12 to 13
Reduce late night frequency from 35 to 40
- 922/3 Weekday Reduce peak and early evening frequency from 12 to 13
Reduce midday frequency from 15 to 16

Proposed Action

I am recommending approval of the November service changes.



Memorandum

October 28, 2026

To: Chairman of the Board
Board Members

From: Frank Annicaro, Chief Executive Officer

Subject: CEO Report for October 2026

October has been an important month for CDTA as we continue to focus on the needs of our customers, employees, and communities while preparing for the future of public transportation throughout our service area. Our work this month reinforced a message that will become increasingly important in the months ahead: CDTA must continue to advocate for the funding necessary to sustain current service levels, protect critical transit services, and respond to the growth and development taking place throughout our region.

A significant portion of our work this month centered on advocacy for public transportation funding. We participated in a New York Public Transit Association (NYPTA) meeting with the New York State Department of Budget and staff from the Senate Transportation Committee Chair's office to discuss the upstate transit industry's combined budget needs for 2028 and beyond. These discussions focused on the need for a 30% increase in State Transportation Operating Assistance (STOA) in 2028, followed by an additional 15% increase in each of the subsequent two years. We also discussed the need for a \$1.1 billion increase in the state's five-year public transportation capital program, along with sustainable funding options that will provide transit systems with greater financial stability over the long term.

These funding needs are about more than budgets and percentages. They directly affect our ability to preserve critical services, maintain reliable operations, support our employees, and meet the changing transportation needs of the communities we serve. As operating costs continue to put pressure on transit systems and communities throughout our region experience continued growth, we must make a case for funding that reflects both the current needs of public transportation and the investments required to prepare for the future.

We will also begin our individual budget advocacy efforts, providing a detailed overview of the specific STOA increase CDTA needs to maintain the level of service our customers depend on. We must clearly communicate the consequences of inadequate funding, demonstrate the value public transportation delivers to our region, and ensure that state decision makers understand the resources necessary to sustain and grow our system. Advocacy will remain a central priority as we work toward the 2028 state budget and future funding commitments.

Our recent work in Montgomery County provides a clear example of why this advocacy is so important. Ahead of the November service changes, which include the implementation of FLEX in Amsterdam, we met with the Montgomery County Executive, the Mayor of Amsterdam, the Amsterdam School Superintendent, and the Montgomery County Director of Economic Development. These conversations focused on FLEX service, the transportation needs of the community, and the future service requirements associated with continued growth and development in the area. FLEX represents an opportunity to better connect people with the places and opportunities that matter to them, but successful implementation and future expansion require the resources, partnerships, and planning necessary to support changing community needs.

This is just one example of what we are seeing throughout CDTA's service area and across the broader upstate region. Communities are evolving, development is creating new transportation demands, and expectations for accessible, reliable mobility continue to grow. We must be prepared to respond to those needs while protecting the service we already provide. That means advocating forcefully for the specific funding required to sustain today's system and position CDTA to meet tomorrow's challenges.

We also had an opportunity this month to represent CDTA on the national stage at the American Public Transportation Association's (APTA) TRANSform & EXPO. The event brought together transit leaders and industry professionals to share ideas, explore emerging technologies, and discuss the future of public transportation. These opportunities are important for our organization as we continue to learn from our peers, identify new approaches to improving service, and ensure that CDTA remains connected to developments shaping our industry.

The conference was particularly meaningful for CDTA, as our board member, Denise Figueroa, was named APTA Chair. This is a significant accomplishment and an important opportunity for CDTA to contribute to the direction of public transportation at the national level. Denise's leadership and commitment to the industry reflect positively on our authority and the region we serve. I congratulate Denise on this achievement and look forward to the continued impact of her leadership on behalf of public transportation.

Community engagement also remained an important part of our work this month. We hosted our 10th annual Men Wear Pink Bus Pull, bringing together participants and supporters for an event that has become a meaningful tradition for CDTA and our community. Reaching this milestone reflects the commitment of our employees, partners, and community members who continue to support important causes and demonstrate the positive role CDTA plays beyond providing transportation services. Congratulations to Schenectady Police and Siena Baseball for winning their categories at the bus pull.

We also named the American Italian Heritage Museum Bus Stop, recognizing another important community destination within our service area. Public transportation connects people not only to work, school, and essential services but also to the cultural institutions and community assets that help define our region.

Internally, we have begun our second year of employee town halls across the CDTA system. We will continue these conversations through November as we maintain our commitment to listening to employees, following through on their feedback, and making CDTA a stronger place to work. Our first year of town halls provided valuable insight into the experiences, concerns, and ideas of our workforce. Those conversations helped identify opportunities for improvement and reinforced the importance of direct communication between employees and leadership. One major focus area continues to be putting our DRIVES core values into practice every day. Building a positive workplace, improving morale, strengthening communication, and ensuring employees feel heard and supported are essential to our long-term success. The work our employees do each day is the foundation of everything we accomplish as an organization, and we must continue creating an environment where they have the resources, support, and opportunities they need to succeed.

Looking ahead to November, we will host our annual Board retreat on November 12, led by our partners at TRANSPRO. The retreat will provide an opportunity to review our progress against CDTA's Success Outcomes and assess the work underway to advance our organizational priorities. We will also begin establishing a roadmap for the development of CDTA's next strategic plan, ensuring that our long-term direction reflects our progress to date, the evolving needs of our customers and communities, and the resources necessary to sustain and grow our system. This will be an important opportunity for the Board and leadership team to align on our priorities and establish a clear path forward for CDTA.

As we look ahead, CDTA must continue to deliver reliable service, strengthen community partnerships, invest in our people, and prepare for the transportation needs of a growing region. At the same time, we must be direct and persistent in our advocacy for the operating and capital funding necessary to achieve these goals.

We have a strong story to tell about the value of public transportation and the role CDTA plays in the economic and social vitality of our region. It is our responsibility to ensure that story is heard and that the funding necessary to sustain and strengthen our system remains a priority.

October 2026 Performance Summary

Revenue:

- Customer fares were 5.49% over budget this month and 5.39% over budget YTD.
- MRT is over budget 29.73% this month and 13.14% over budget YTD.
- Facilities income is over budget 8.41% this month and 9.09% over budget YTD.

Expenses:

- Wages are 2.94% over budget for the month and 0.15% over budget YTD.
- Fuel is 6.53% under budget this month and 5.8% under budget YTD. *(Not reflective of current record high price levels of fuel due to rates locked in until March 2027).*
- Purchased transportation is 7.46% over budget for the month and 6.88% 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 (September 2026): 1.662M (+1.5% vs. September 2025)
- YTD Ridership: 9.222M (-1.7% vs. YTD 2026)
- STAR (September 2026): 34,023 riders (+1.2% vs. September 2025)
- FLEX (September 2026): 11,977 riders (+116.9% vs. September 2025)
- NX (September 2026): 8,822 riders (+14.8% vs September 2025)

Operations:

- Trip Completion Rate: 99.91%
- Accidents: 41 total; 17 preventable
- Preventive Maintenance Inspections (PMI): 99.4% on-time
- MDBSI: 14,871 miles
- Scheduled Maintenance Compliance: 80.2%
- Employee Availability: 92.7%
- On-Time Performance:
 - Fixed Route: 73.2%
 - STAR: 68.8% (within 10-minute window)

Customer Experience:

- Customer Comments: 342 total (87 related to STAR)
- Fixed Route Complaints: 222
- Other Complaints: 33
- Website Traffic: 754,559 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.

October 2-6, 2026

I attended the APTA TRANSform & Expo in Chicago with board members Denise Figueroa, Jackie McDonough, and Pat Lance, as well as several CDTA employees.

October 8, 2026

I attended Capitalize Albany Corporation's 20th Annual Building for Tomorrow event. The event highlights new economic development, investment, and growth opportunities throughout the City of Albany.

October 12, 2026

I attended and spoke at a ceremony at the American Italian Heritage Museum to rename the bus shelter in front of the museum.

October 13, 2026

We kicked off our town hall series at the Glens Falls division. We also had a BBQ for employees to thank them for their hard work during trolley season.

October 14, 2026

I did an interview with WNYT regarding the red line upgrades happening in the Schenectady/Niskayuna area.

I, along with other NYPTA members, met with New York State Department of Budget to discuss our needs for this upcoming budget season.

I met with the Amsterdam Mayor, Montgomery County Executive, Amsterdam Superintendent, and the Montgomery County Director of Economic Development to discuss service needs in Montgomery County.

October 15, 2026

I attended a White Cane Safety Day event at the Northeastern Association of the Blind at Albany. We were honored to be invited and appreciate our partnership with NABA.

I attended the Hudson Valley Community College Foundation 2026 Inauguration Gala. It celebrated the inauguration of Dr. Michael Brophy as Hudson Valley Community College's eighth president.

October 16, 2026

CDTA held its 10th Annual Pink Bus Pull. I did an interview with WNYT in the morning, as they hosted their lifestyle show LIVE from CDTA's garage. Congratulations to Schenectady Police and Siena Baseball for being named this year's winners.

October 18-20, 2026

I, along with several other CDTA employees, attended the New York Public Transportation Association's Annual Conference in Syracuse. I participated in three different panels and was able to collaborate with colleagues throughout the state about what transit agencies are facing.

October 21, 2026

I, along with other NYPTA members, met with Senator Jeremy Cooney's office. Senator Cooney is the Chair of the New York State Senate Transportation Committee.

We held two town halls in the Albany Division.

October 27, 2026

We held two town halls in the Troy Division.