

THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY
(and its Subsidiaries)
200 CORTLAND AVENUE, SYRACUSE, NEW YORK
MINUTES OF THE FEBRUARY 27, 2026, BOARD MEETING

MEMBERS PRESENT: NICHOLAS LAINO, Chairman
 DARLENE LATTIMORE, Secretary
 TINA FITZGERALD, Treasurer
 NEIL BURKE
 ROBERT CUCULICH
 JULIUS LAWRENCE
 HEATHER SNOW
 LOUELLA WILLIAMS
 FRANK SAYA, Non-Voting Member

MEMBERS ABSENT: ANTHONY DAVIS, Vice Chair

STAFF PRESENT: CHRISTOPHER TUFF, Chief Executive Officer
 JACQUELYN MUSENGO, VP of Human Resources
 GEOFF HOFF, VP of Fleet and Facilities
 RAHMIN AZRIA, VP of Operations
 BRUCE FONG, VP of Information Technology
 MELISSA BRIM, VP of Finance
 CAITLIN MACCOLLUM, Sr Director of Procurement
 BREN DAISS, Associate VP Communication & Business Planning
 CHRISTOPHER MORRALE, Director of Human Resources
 CHRISTOPHER KING, Procurement Manager
 PAULA CUTRONE, Sr Manager of Transit Data and Equity
 TARA SPRAKER, Director of Capital Programs
 DAVID CARACCIO, Facilities Project Manager
 JASON SMITH, Sr Procurement Analyst
 SUZANN HENSLEY, Internal Control Manager
 JEANNINE JOHNSON, Executive Assistant
 MATT KAVANAGH, Desktop Support Specialist
 ZACH EBER, Marketing Communications Coordinator

PUBLIC PRESENT: BRAD HUNT, Legal Counsel
 PETER KING

CALL TO ORDER At 10:05 A.M. Chairman Laino called the meeting to order.

- Chairman Laino and the Board Members recited the Pledge of Allegiance
- Chairman Laino noted a quorum was present

UPCOMING MEETINGS

- Chairman Laino announced the following meetings for March 31, 2026:
 - Legal Committee Meeting – 1:00 PM
 - Audit and Finance Meeting – 1:30 PM
 - Board Meeting – 2:00 PM

APPROVAL OF THE JANUARY 23, 2026, BOARD MEETING MINUTES - MOTION NO. 2822

Motion – Julius Lawrence
 Seconded – Tina Fitzgerald
 Carried Unanimously

APPROVAL OF THE FEBRUARY 3, 2026, BOARD MEETING MINUTES - MOTION NO. 2823

Motion – Tina Fitzgerald
 Seconded – Darlene Lattimore
 Carried Unanimously

APPROVAL OF THE FEBRUARY 13, 2026, BOARD MEETING MINUTES - MOTION NO. 2824

Motion – Heather Snow
 Seconded – Darlene Lattimore
 Carried Unanimously

CHIEF EXECUTIVE OFFICER'S REPORT – Mr. Tuff

The following was mentioned, in addition to Mr. Tuff's written report that is attached to these Minutes.

CAPITAL DISTRICT TRANSIT AUTHORITY (CDTA)

On February 17, a group of CDTA staff came to Syracuse to meet with the Centro team to tour the Regional Transportation Center and understand the operations of the facility. They also came to the main campus to chat with staff and share initiatives that we are both working on. They also toured the Syracuse facility. It was a great visit, and we appreciate the partnership to help strengthen New York State Public Transportation.

NYPTA EXECUTIVE BOARD MEETING

On February 23, I joined the NYPTA board meeting in Albany to finalize our plan for Transit Awareness Day on February 24. During this meeting we discussed the NYPTA conference and plans to bring the State Rodeo back and will be kicked off here in Syracuse prior to the conference.

TRANSIT AWARENESS DAY

On February 24, I joined our NYPTA partners in Albany to collectively lobby our elected officials in the Senate and Assembly to review the State Operating Assistance (STOA) for the State Fiscal year 2027 budget ask.

BUSES AND BUS FACILITIES GRANT PROGRAM

On Friday, February 20, we were notified of a \$28.8 million award through the FY2026 Buses & Bus Facilities Grant program. The funding will close the funding gap to construct a new bus and administration facility in Oneida County. I want to thank Senators Schumer and Gillibrand for their leadership in securing these funds to support Public Transportation in Oneida County.

AMERICAN PUBLIC TRANSPORTATION ASSOCIATION (APTA) ADWHEEL

On February 24, Steve, Bren and Casey attended the APTA Marketing, Communications & Customer Experience workshop. During the conference, we received the first-place award from APTA for the "Best Electronic Media for workforce development". This is the first round of judging that will continue to a final round that will award 15 grand prizes at APTA TRANSform & Expo in October. I want to thank the marketing team for the hard work on this project and all projects to promote Centro and draw employees to the Authority.

SENIOR STAFF REPORTS

OPERATION/TRANSPORTATION REPORT – Mr. Azria

SYRACUSE ATU 580 CONTRACT

In Syracuse, Centro and ATU580 have signed two (2) extensions to previously established memorandum of understanding (MOU)s, one for the Extra List and the other Call-A-Bus (CAB) Overtime. These previously announced MOU's have been going very well and the company and union wished to continue with them, with some modifications. The CBA is very complex, and even minor changes can affect other areas of the contract, which is why we continue to work through the details to ensure the agreement is mutually beneficial. These MOUs are extremely important in making progress as an organization and have positively affected overall morale and retention of our operators.

NEW YORK STATE FAIR

New York State Fair planning has already begun, with meetings with the Fair and DOT already starting already taking place. With I-81 and other road construction in the area this year, there are many logistical challenges that operations will be working through this summer.

OSWEGO

The Oswego redesign was launched and has been well received by our operations team and customers.

UTICA

In Utica, our operations team is Working on a potential change to our progressive discipline model, which we're calling - a Positive Performance Program. We'll be working with the union on a trial in the coming months.

CORTLAND

In Cortland we're currently in negotiations with the union and continuing to work through staffing shortages. We are hopeful to attract more staff with upcoming changes to the CBA.

TRAPEZE

The operations management team is heavily involved in a "Trapeze working group" where we're making significant progress in standardizing how all properties use this software platform while also expanding utilization to its fullest capabilities to realize efficiencies and ultimately cost savings.

BUSINESS DEVELOPMENT AND CORPORATE COMMUNICATIONS REPORT – Mr. Koegel

Mr. Koegel reported that overall ridership for the month of January was down a bit in some areas due to weather. However, ridership in Oswego began to rise after the system redesign went into effect in late January. Ridership continues to grow in Utica and Rome with specific increases in the Utica rural service and MOVE. He then introduced MS. Daiss who provided an update on special projects.

BETTER BUS

Ms. Daiss provided the following information:

We are continuing to improve the overall bus system, building on the success of the Oswego redesign. Progress is well underway on the Better Bus Onondaga system redesign in Syracuse, where we've evaluated the entire network to improve efficiency, right-size service, introduce on-demand options, and increase frequency in high-demand downtown areas.

Public response has been strong, with significant feedback collected during the first two outreach rounds. The third and final round of outreach will take place the week of March 9, with staff and consultants engaging riders at bus stops, the transit hub, and community locations. This phase will focus on showing how public input shaped the updated plan and confirming alignment with community expectations.

At the March board meeting, we will present equity analysis findings and request approval to hold a public hearing in April. Following the hearing, the final plan—along with equity analysis and public input—will be brought forward for board approval.

Implementation will take time, including system updates, marketing, website changes, and continued public communication. Based on strong ridership gains seen in Oswego and Rome after their redesigns, we are optimistic this plan will deliver meaningful improvements and increased ridership for the community.

HUMAN RESOURCES REPORT – Ms. MusengoHR REPORT

Centro had their open house on January 10th in Syracuse. We received a decent turnout of over 40 potential candidates. We were able to hire 18 operator trainees for the new class that started on Monday, February 2, 2026. We are continuing our recruiting efforts for another operator trainee class to begin in April 2026.

INFORMATION TECHNOLOGY – Mr. Fong

EXECUTIVE SUMMARY

The Information Technology department continues to focus on modernizing our core systems, upgrading physical network infrastructure, and hardening our cybersecurity posture. The following report outlines current strategic initiatives, active project statuses, and recent security enhancements designed to maximize our technological investments and safeguard organizational data.

SYSTEMS UPDATE AND MODINERIZATION

- PDS HR Platform Audit
On January 20th, IT leadership met with Finance, Human Resources, and PDS, our long-term HR platform partner. Although we have utilized PDS since the 1990s, the organization has never conducted a formal system health check. To ensure we are maximizing our return on investment, we have engaged PDS for a comprehensive system audit. The primary goals of this initiative are to:
 - Identify and eliminate workflow bottlenecks.
 - Uncover and deploy functionality we currently pay for but are not utilizing.
 - Modernize our internal HR and Finance processes.
(Note: This initiative closely mirrors the optimization exercise we are currently undergoing with the Trapeze system).
- Server Room Overhaul
In preparation for our upcoming "Clever" equipment upgrade, we are executing a physical overhaul of the primary server room. We have removed legacy infrastructure, including an old workbench, to optimize the footprint for a new server rack. Additionally, we are reworking the electrical cabling to safely accommodate the new power load and ensure operational stability.

ACTIVE INFASTRUCTURE PROJECTS

- RTC Scheduling System Upgrade
We have officially entered the execution phase of the RTC scheduling system upgrade. All new hardware and equipment have arrived on-site. Currently, our team is working closely with the vendor on system configurations and collaborating with the Buildings & Grounds (B&G) department to complete the required cabling.
- Administrative Wireless Network Upgrade
To address modern performance and security needs, we have ordered new enterprise-class wireless access points for the administrative network. Once deployed, this hardware will provide staff with significantly improved network speeds, greater reliability, and enhanced security visibility for the IT department.
- Physical Infrastructure & Fiber Optics
We are actively working with vendors to procure quotes for running fiber optic cabling from the

server room to all physical switches across the facility. Transitioning to fiber mitigates legacy issues related to distance limitations, signal interference, and bandwidth constraints, while also adding a layer of physical security.

- Phase One Deployment: The first area to be upgraded will be Service Development. This entails running the new fiber, routing cables, and installing a new switch inside a secure, lockable cabinet.

CYBERSECURITY ENHANCEMENTS

- Network Segmentation Rollout

As part of our ongoing commitment to cybersecurity, our new network segmentation solution is now fully operational. This technology acts as an internal barrier within our network to contain potential threats. Currently, the system is actively enforcing security policies around two critical boundaries:

- Our HR Platform
- Our Active Directory Environment

Moving forward, the IT security team will continue to evaluate internal network traffic and build out additional secure boundaries as organizational needs dictate.

FLEET AND FACILITIES REPORT – Mr. Hoff

CNG STATION

The last two skids have been removed, and two new electric skids are in place. Trillium has wired them up and all three skids were working last night. We have two dispensers in the fueling station, able to fuel two buses at a time. They have installed a new dispenser and are currently working off one of the old dispensers.

We adjusted on how we fuel. Servicers can fuel 15-20 buses per hour on one dispenser. Fleet is fueled without issues.

On the weekend of March 7th Trillium will be installing the second dispenser and the priority panel. The backup skid will be used to fuel buses over the weekend. After March 9th, everything should be fully installed and operational.

NEW CAB'S

Coach & Equipment has produced Nine (9) new Paratransit vehicles "CAB's". We sent staff out to monitor the progress. All has gone well. The vehicles are getting their finishing touches. We will make one more trip for final inspection. We expect buses to arrive in the middle of March.

AUDIT AND FINANCE COMMITTEE REPORT

JANUARY 31, 2026, STATEMENT OF REVENUE AND EXPENDITURES – MOTION NO. 2825

Ms. Brim presented a Motion to approve the January 31, 2026, Statement of Revenue and Expenditures. A copy of the Motion is attached to these Minutes.

A Motion to approve the January 31, 2026, Statement of Revenue and Expenditures, was raised.

Motion – Darlene Lattimore
 Seconded – Tina Fitzgerald
 Carried Unanimously

ONEIDA HUB LIABILITY RENEWAL - MOTION NO. 2826

Mr. Jon Maloff, Centro's insurance broker, presented a Motion to authorize the renewal of the Utica and Rome Hub Liability Insurance policy for the period February 1, 2026, through February 1, 2027. A copy of the Motion is attached to these Minutes.

A Motion to authorize the renewal of the Utica and Rome Hub Liability Insurance policy for the period February 1, 2026, through February 1, 2027, was raised.

Motion – Heather Snow
 Seconded – Louella Williams
 Carried Unanimously

PENSION BENEFIT INDEXING ADJUSTMENT – UPSEU EMPLOYEES - MOTION NO. 2827

Ms. Musengo presented a Motion to approve the UPSEU Pension Benefit Increase/Index. The proposed amendment plan to implement a 2.51% pension benefit increase, resulting in a benefit of \$79.13 per year of service for eligible employees retiring during the calendar year 2026. A copy of the Motion is attached to these Minutes.

A Motion to approve the UPSEU Pension Benefit Increase/Index was raised.

Motion – Neil Burke
 Seconded – Julius Lawence
 Carried Unanimously

PUBLIC RELATIONS 2026-2031- RESOLUTION NO. 2672

Ms. MacCollum presented a Resolution to authorize a contract award for Public Relations 2026-2031 to Moxie Strategies for a five (5) year term commencing May 1, 2026. A copy of the Resolution is attached to these Minutes.

A Motion to award the contract for Public Relations 2026-2031 to Moxie Strategies for a five (5) year term commencing May 1, 2026, was raised.

Motion – Darlene Lattimore
 Seconded – Tina Fitzgerald
 Carried Unanimously

REAL TIME SIGNAGE 2025 – RESOLUTION NO. 2673

Ms. MacCollum presented a Resolution to authorize a contract award for Real Time Signage to Papercast North America. A copy of the Resolution is attached to these Minutes.

A Motion to award the contract for the Real Time Signage to Papercast North America was raised.

Motion – Julius Lawrence
 Seconded – Heather Snow
 Carried Unanimously

CNG FACILITY OPERATIONS AND MAINTENANCE AGREEMENT - RESOLUTION NO. 2674

Ms. MacCollum presented a Resolution to authorize a contract award for CNG Facility Operations and Maintenance Agreement to Trillium Transportation Fuels, LLC for a five (5) year term. A copy of the Resolution is attached to these Minutes.

A Motion to award the contract for CNG Facility Operations and Maintenance Agreement to Trillium Transportation Fuels, LLC for a five (5) year term was raised.

Motion – Tina Fitzgerald
 Seconded – Louella Williams
 Carried Unanimously

CNG FACILITY OPERATIONS AND MAINTENANCE AGREEMENT ADDENDUM –
 RESOLUTION NO. 2675

Chairman Laino presented a Resolution that, the Company (Centro) will work with the Union (ATU 580) in good faith effort to resolve the MOU regarding the CNG Facility Operations Maintenance Agreement.

The Addendum Resolution was raised.

Motion – Neil Burke
 Seconded – Louella Williams
 Carried Unanimously to the Board

CORTLAND FACILITY FAREBOX SYSTEM PURCHASE - RESOLUTION NO. 2676

Ms. MacCollum presented a Resolution to authorize a contract award for the Cortland Facility Farebox Purchase to Genfare in the amount of \$425,517.10 to furnish and install fareboxes and a vault system. A copy of the Resolution is attached to these Minutes.

A Motion to award the contract for the Cortland Facility Farebox Purchase to Genfare in the amount of \$425,517.10 to furnish and install fareboxes and a vault system was raised.

Motion – Tina Fitzgerald
 Seconded – Darlene Lattimore
 Carried Unanimously

COOLING TOWER REPLACEMENT 2025 - RESOLUTION NO. 2677

Mr. King presented a Resolution to authorize a contract award to replace the existing cooling tower at the facility to Stephen S. Starr Mechanical Corp., in the amount of \$129,500.00. A copy of the Resolution is attached to these Minutes.

A Motion to authorize a contract award to replace the existing cooling tower at the facility to Stephen S. Starr Mechanical Corp., in the amount of \$129,500.00, was raised.

Motion – Neil Burke
 Seconded – Heather Snow
 Carried Unanimously

BUS SHELTER & PARKING LOT JANITORIAL SERVICES 2026-2031 - RESOLUTION NO. 2678

Mr. King presented a Resolution to authorize a contract award for Bus Shelter and Parking Lot Janitorial Service 2026-2031 to H2H Facility for a five (5) year term, commencing April 1, 2026. A copy of the Resolution is attached to these Minutes.

A Motion to authorize a contract award for Bus Shelter and Parking Lot Janitorial Service 2026-2031 to H2H Facility for a five (5) year term, commencing April 1, 2026, was raised.

Motion – Louella Williams
 Seconded – Neil Burke
 Carried Unanimously

HVAC SERVICES 2026-2031 - RESOLUTION NO. 2679

Mr. Smith presented a Resolution to authorize a contract award for HVAC Services 2026-2031 to Elemental Commercial Services for a five (5) year term, commencing September 1, 2026. A copy of the Resolution is attached to these Minutes.

A Motion to authorize a contract award for HVAC Services 2026-2031 to Elemental Commercial Services for a five (5) year term, commencing September 1, 2026, was raised.

Motion – Julius Lawrence
 Seconded – Darlene Lattimore
 Carried Unanimously

LEGAL COMMITTEE REPORT

Chairman Laino announced that at the Legal Committee met earlier this morning,

EXECUTIVE SESSION – MOTION NO. 2828

A Motion is needed to move to executive session to discuss personnel-related matter involving James Facarra.

Motion – Tina Fitzgerald
 Seconded – Darlene Lattimore
 Carried Unanimously

No action taken in Executive Session

AUTHORIZE THE CHIEF EXECUTIVE OFFICER TO SIGN AN AGREEMENT WITH ROB TERRY SR. – MOTION NO. 2829

A Motion is needed to authorize the Chief Executive Officer to sign an agreement with Rob Terry Sr.

Motion – Tina Fitzgerald
 Seconded – Louella Williams
 Carried Unanimously

AUTHORIZE THE CHIEF EXECUTIVE OFFICER TO SIGN AN AGREEMENT WITH ROB TERRY JR. – MOTION NO. 2830

A Motion is needed to authorize the Chief Executive Officer to sign an agreement with Rob Terry Jr

Motion – Tina Fitzgerald
 Seconded – Heather Snow
 Carried Unanimously

OLD BUSINESS

Mr. Julius Lawrence informed the Board of a street dedication for Donna Reese, a former Board member.

NEW BUSINESS

Mr. Julius Lawrence informed the Board of a future TNT meeting. Ms. Heather Snow informed the Board of their first Oswego County Transit Advisory Board meeting and invited others to attend.

ADJOURNED

There being no further business to come before the Board, the CNYRTA and its Subsidiaries Board meeting was adjourned.


Chairman

ATTEST:


Secretary



TO: CNYRTA Board of Members
FROM: Christopher Tuff, Chief Executive Officer
RE: Monthly Summary Report – February 2026
DATE: February 18, 2026

Legislative meetings

Over the past few weeks, I have met with many of our elected representatives, including Assemblymembers Magnarelli, Stirpe, Buttenschon, Kelles, Lemondes, and Miller, as well as Senators Webb, Ryan, May, and Griffo. We discussed the NYPTA ask and what it would mean for Centro to receive the additional funding to support our operations and service expansions.

Reaching Productivity Milestones (RPM)

From January 27th through February 4th, several of the executive team and I traveled to our outside properties to hold our Quarterly RPM presentations. These presentations also included annual awards (2025) for Rookie of the year for Operator and Maintenance, Operator and Maintenance employee of the year, annual safe driving and mile marker awards.

Quarterly Winners:

Maintenance Employee of the Quarter	Matthew Becker (Syracuse)
Operator of the Quarter	Anthony Gentile III (Utica)
Admin Employee of the Quarter	David Caraccio (Syracuse)

Annual Winners:

Maintenance Employee of the Year	Steve Rhodes (Cayuga)
Operator of the Year	Aleksandr Radionov (Syracuse)
Administrative Employee of the Year	Jim Anderson (Syracuse)
Rookie Maintenance Employee of the Year	Juston Bush (Syracuse)
Rookie Operator of the Year	Kevin Engle (Oswego)

Various Meetings

Continued meetings to discuss the following items and move these projects forward. The topics include, but are not limited to, Capital Planning, Recruiting, RPM Program, NYPTA, SMTC, Arcadis (Transportation Consultants).

THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY
AUDIT AND FINANCE COMMITTEE
200 CORTLAND AVENUE, SYRACUSE, NEW YORK
MINUTES OF THE FEBRUARY 27, 2026, AUDIT AND FINANCE COMMITTEE MEETING

MEMBERS PRESENT: NICHOLAS LAINO, Chairman
DARLENE LATTIMORE, Secretary
TINA FITZGERALD, Treasurer
NEIL BURKE
ROBERT CUCULICH
JULIUS LAWRENCE
HEATHER SNOW
LOUELLA WILLIAMS
FRANK SAYA, Non-Voting Member

MEMBERS ABSENT: ANTHONY DAVIS, Vice Chair

STAFF PRESENT: CHRISTOPHER TUFF, Chief Executive Officer
JACQUELYN MUSENGO, VP of Human Resources
GEOFF HOFF, VP of Fleet and Facilities
RAHMIN AZRIA, VP of Operations
BRUCE FONG, VP of Information Technology
MELISSA BRIM, VP of Finance
BREN DAISS, Sr Director of Service Planning & Special Projects
CAITLIN MACCOLLUM, Sr Director of Procurement
DEREK SHERMAN, Director of Accounting
CHRISTOPHER MORRALE, Director of Human Resources
JOSHUA GARDNER, Manager Special Trans. and Systems Analyst
DAVID CARACCIO, Facilities Project Manager
CHRISTOPHER KING, Procurement Manager
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JASON SMITH, Sr Procurement Analyst
MATTHEW KAVANAGH, Desktop Support Specialist
ZACH EBER, Marketing and Communications Coordinator
SUZANN HENSLEY, Internal Control Manager
JEANNINE JOHNSON, Executive Assistant

PUBLIC PRESENT: BRAD HUNT, Legal Counsel
JON MALOFF
PETER KING

CALL TO ORDER At 9:35 A.M. Chairman Laino called the meeting to order.

- Chairman Laino noted a quorum was present
The next Committee meeting will be on March 31, 2026.

JANUARY 31, 2026, STATEMENT OF REVENUE AND EXPENDITURES

Ms. Brim presented a Motion to approve the January 31, 2026, Statement of Revenue and Expenditures. A copy of the Motion is attached to these Minutes.

A Motion to approve the January 31, 2026, Statement of Revenue and Expenditures, was raised and forwarded to the Board for approval.

Motion – Julius Lawrence

Seconded – Darlene Lattimore

Carried Unanimously to the Board with a recommendation of approval.

ONEIDA HUB LIABILITY RENEWAL

Mr. Jon Maloff, Centro's insurance broker, presented a Motion to authorize the renewal of the Utica and Rome Hub Liability Insurance policy for the period February 1, 2026, through February 1, 2027. A copy of the Motion is attached to these Minutes.

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Motion – Heather Snow

Seconded – Darlene Lattimore

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Motion – Robert Cuclich

Seconded – Darlene Lattimore

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Motion – Neil Burke

Seconded – Heather Snow

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Motion – Tina Fitzgerald

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Motion – Tina Fitzgerald

Seconded – Heather Snow

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Motion – Julius Lawrence

Seconded – Tina Fitzgerald

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Seconded – Darlene Lattimore

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BUS SHELTER & PARKING LOT JANITORIAL SERVICES 2026-2031

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Seconded – Darlene Lattimore

Carried Unanimously to the Board with a recommendation of approval

HVAC SERVICES 2026-2031

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A Motion to authorize a contract award for HVAC Services 2026-2031 to Elemental Commercial Services for a five (5) year term, commencing September 1, 2026, was raised and forwarded to the Board for approval.

Motion – Neil Burke

Seconded – Heather Snow

Carried Unanimously to the Board with a recommendation of approval

ADJOURNED

There being no further business to come before the Committee, the Audit and Finance Committee Meeting was adjourned.


Chairman

ATTEST:


Secretary

Audit and Finance Committee Agenda

Presented by Melissa Brim, Vice President of Finance
February 27, 2026

Board Actions Motions and Resolutions

MOTIONS:

January 31, 2026, Statement of Revenues & Expenditures
Oneida Hub Liability Renewal – J. Maloff
Pension Benefit Indexing Adjustment – UPSEU Employees – J. Musegno

RESOLUTIONS:

Public Relations 2026-2031 – C. MacCollum
Real Time Signage 2025 – C. MacCollum
CNG Facility Operations and Maintenance Agreement – C. MacCollum
Cortland Facility Farebox System Purchase – C. MacCollum
Cooling Tower Replacement 2025 – C. King
Bus Shelter & Parking Lot Janitorial Services 2026-2031 – C. King
HVAC Services 2026-2031 – J. Smith

SUPPLEMENTAL INFORMATION:

Investment Report
Mortgage Recording Tax (MRT) Statement
Statement of Cash Flow
Procurement Summary
Capital Program and Planning Summary

ITEMS REQUIRING FUTURE BOARD ACTION:

February 28, 2026, Statement of Revenue & Expenditures
2026-27 Budget and Financial Plan



STATEMENT OF REVENUES AND EXPENDITURES

Central New York Regional Transportation Authority
Consolidated Statement of Revenues and Expenditures
From 04/01/2025 through 01/31/2026
(In Whole Numbers)

	Actual	Budget	Budget Change	% Change to Budget	Prior Year Actual	CY to PY Change	% Change CY to PY
Operating Revenue							
Regular Line Passenger Revenue	3,927,213	3,719,370	207,843	5.6%	3,609,525	317,688	8.80%
Special Line Passenger Revenue	6,734,795	6,179,450	555,345	9.0%	5,933,244	801,552	13.5%
Advertising & Other Revenue	1,972,454	1,969,675	2,779	0.1%	1,966,333	6,120	0.3%
Total Operating Revenue	12,634,462	11,868,495	765,967	6.5%	11,509,102	1,125,360	9.8%
Operating Expenses							
Salaries & Wages	33,078,957	36,541,517	3,462,560	-9.5%	31,537,897	1,541,060	4.9%
Other Employee Benefits & Payroll Taxes	3,373,025	3,733,147	360,122	-9.6%	3,249,778	123,247	3.8%
Healthcare Benefits	10,913,542	13,057,490	2,143,948	-16.4%	11,019,264	(105,722)	-1.0%
Workers Compensation	2,599,662	2,776,800	177,138	-6.4%	1,825,060	774,602	42.4%
Pension Benefits	3,547,627	4,238,267	690,640	-16.3%	3,710,871	(163,244)	-4.4%
Risk Management	5,782,585	3,706,655	(2,075,930)	56.0%	2,166,165	3,616,420	167.0%
Purchased Transportation	4,906,662	5,660,000	753,338	-13.3%	4,993,089	(86,427)	-1.7%
Materials & Supplies	3,749,133	4,146,173	397,040	-9.6%	3,956,475	(207,342)	-5.2%
Services	5,715,049	6,779,363	1,064,314	-15.7%	5,377,004	338,046	6.3%
Fuel	1,727,397	2,392,393	664,996	-27.8%	1,674,720	52,677	3.1%
Utilities	664,049	660,390	(3,659)	0.6%	578,977	85,072	14.7%
Other Expenses	311,725	580,233	268,508	-46.3%	392,779	(81,054)	-20.6%
Total Operating Expenses	76,369,414	84,272,428	7,903,014	-9.4%	70,482,080	5,887,334	8.4%
Non-Operating Revenue							
Operating Assistance	57,243,630	63,897,000	(6,653,370)	-10.4%	57,847,942	(604,312)	-1%
Mortgage Tax Revenue	8,940,046	6,830,000	2,110,046	30.9%	7,034,820	1,905,226	27.1%
Gain/Loss on Disposal of Capital	80,993	41,667	39,327	94.4%	47,284	33,710	71.3%
Investment Revenue	1,089,076	416,770	672,306	161.3%	1,218,922	(129,847)	-10.7%
Total Non-Operating Revenue	67,353,745	71,185,437	(3,831,692)	-5.4%	66,148,968	1,204,777	1.8%
Operating Income (Loss)	3,618,793	(1,218,496)	4,837,290	-397.0%	7,175,990	(3,557,196)	-49.6%
Capital Contributions							
Federal Grants	1,651,770	0	1,651,770	0.0%	31,856,636	(30,204,865)	-94.8%
State Grants	1,792,147	0	1,792,147	0.0%	9,994,862	(8,202,714)	-82.1%
Total Capital Contributions	3,443,918	0	3,443,918	0.0%	41,851,497	(38,407,580)	-91.8%
Non-Operating Expenses							
Depreciation Expense	11,825,576	0	(11,825,576)	0.0%	9,524,343	2,301,233	24.2%
Total Non-Operating Expenses	11,825,576	0	(11,825,576)	0.0%	9,524,343	2,301,233	24.2%
Change in Net Position	(4,762,865)	(1,218,496)	(3,544,369)	290.9%	39,503,143	(44,266,008)	-112.1%
Net Position - Beginning of Year	(125,571,232)	0	(125,571,232)	0.0%	(215,991,016)	90,419,784	-41.9%
Total Net Position - Beginning of Year	(125,571,232)	0	(125,571,232)	0.0%	(215,991,016)	90,419,784	-41.9%
Net Position - End of Year	(130,334,089)	(1,218,496)	(129,115,601)	10596.3%	(176,487,873)	46,153,784	-26.2%



STATEMENT OF REVENUE AND EXPENDITURES

After ten months ending January 31, 2026, the Authority reports a consolidated operating income of \$3.6 million, excluding capital contributions and non-operating expenses. This positive result reflects strong operating performance in the early part of the fiscal year.

Operating Revenues

Total operating revenues amount to \$12.6 million, representing a \$1.1 million (9.8%) increase compared to the same period in prior year. Revenues also exceeded budget projections by \$766 thousand (6.5%), driven by higher-than-anticipated service demand and revenue recovery efforts.

	Actual	Budget	Budget Change	% Change to Budget	Prior Year Actual	CY to PY Change	% Change CY to PY
Operating Revenue							
Passenger Revenues	10,662,008	9,898,820	763,188	7.7%	9,542,769	1,119,240	11.7%
Advertising & Other Revenue	1,972,454	1,969,675	2,779	0.1%	1,966,333	6,120	0.3%
Total Operating Revenue	12,634,462	11,868,495	765,967	6.5%	11,509,102	1,125,360	9.8%

Passenger revenues are 7.7% over budget expectations, and 11.7% over prior year.

Regular line passenger revenues are performing 5.6% over budget expectations and are 8.8% over than the same period last year. This continued growth is driven by stronger farebox activity, increased pass sales, including pass sales to partner agencies, and higher utilization of Mobility On Demand (MOVE) services. Total ridership across both fixed-route and demand-response services has increased 5% year over year, underscoring the community's reliance on transit as a dependable and cost-effective mobility option.

Special line passenger revenues are performing 9% over budget expectations and 13.5% over the prior year. The favorable variance continues to be driven by both scheduled and unscheduled contract rate adjustments, expanded coverage for SU Dome Event Service, and increased demand for contracted transportation. Additionally, ridership during the Great New York State Fair exceeded both expectations and prior-year levels. These results demonstrate how community partnerships and seasonal services help diversify revenue streams and contribute to strong overall financial performance.

Advertising and other revenues are performing in line with both budget expectations and prior-year results. While growth in these categories has been more modest than passenger revenues, they continue to provide a stable and reliable source of income. This consistency supports diversification of the Authority's revenue base and contributes to long-term financial stability.

Operating Expenses

As of January 31, 2026, operating expenses total \$76.4 million, representing a \$5.9 million (8.4%) increase compared to prior year. Current year expense are performing \$7.9 million (9.4%) under the budgeted expectations.

	Actual	Budget	Budget Change	% Change to Budget	Prior Year Actual	CY to PY Change	% Change CY to PY
Operating Expenses							
Personnel Expenses	53,512,813	60,347,221	6,834,407	-11.3%	51,342,871	2,169,942	4.2%
Non-Personnel Expenses	22,856,600	23,925,207	1,068,607	-4.5%	19,139,209	3,717,392	19.4%
Total Operating Expenses	76,369,414	84,272,428	7,903,014	-9.4%	70,482,080	5,887,334	8.4%



Personnel expenses are performing \$6.8 million (11%) under budget expectations and are \$2.2 million (4%) higher than the same period last year. All major personnel cost categories are under budget, reflecting favorable variances across wages, benefits, and related costs.

The personnel budget is developed assuming full staffing levels throughout the fiscal year. Ongoing vacancies, particularly among bus operators and administrative positions, remain the primary driver of the favorable budget variance. While these vacancies reduce current personnel costs, they also create operational pressures, including increased reliance on overtime and additional workload for existing staff to maintain service delivery and meet operational deadlines.

On a year-over-year basis, most personnel-related expenses have increased due to negotiated wage adjustments and the natural escalation of benefit costs. Pension expenses, however, continue to trend below prior-year levels, while healthcare expenses are generally in line with last year. In recent months, healthcare costs have fluctuated above and below prior-year levels but have now stabilized, reflecting normal variations in claims activity and timing inherent in a self-insured health plan.

The favorable pension variance is largely attributable to the most recent actuarial valuation and lower 401(a) plan costs, with a significant portion of May contributions funded through available forfeited funds. These factors have helped offset increases in other personnel-related costs and continue to support overall expense control and financial stability.

Non-personnel expenses are performing \$1.0 million (4.5%) under budget expectations but are \$3.7 million (19%) over than the same period last year. All non-personnel expense categories are under budget, with the exception of Risk Management.

Compared to the prior year, most non-personnel expense categories reflect a mix of anticipated and unanticipated variances. As expected, many categories have increased year over year, while Purchased Transportation, Materials and Supplies, and Other expenses are trending below prior-year levels. The most significant increase continues to be within Risk Management.

Risk Management expenses are currently 56% over budget and more than double the amount recorded during the same period last year. This unfavorable variance is primarily driven by higher insurance policy premiums and increased self-insurance claim costs under the Authority's Auto General Liability (GL) program. A significant portion of these costs relates to prior-year incidents that are being resolved or paid in the current fiscal year.

The combined impact of rising insurance premiums and legacy claim activity continues to place pressure on this category, making Risk Management the largest non-personnel cost variance year to date. Management is actively monitoring claim trends, evaluating reserve adequacy, and working with insurance partners to help mitigate future premium increases. In parallel, targeted efforts are underway to strengthen safety initiatives, enhance risk assessment practices, and reduce both the likelihood and severity of future claims.

Purchased Transportation expenses are currently 13% under budget expectations and consistent with prior-year levels. While contracted vendor rates and demand for Call-A-Bus (CAB) services have increased, implementation of the Via platform has significantly improved scheduling efficiency. Vendors have also required fewer supplemental "as-needed" runs, contributing to additional cost savings.

Materials/Supplies and Services expenses are under budget but exceed prior-year levels. These variances primarily reflect planned spending on bus parts. However, the Authority is realizing higher-than-anticipated savings due to the newer bus fleet delivered last year, which has reduced maintenance requirements and associated costs.



Non-Operating Revenues

Non-operating revenues total \$67.4 million, which \$3.8 million (5%) under budget expectations, and are reflecting a \$1.2 million (1.8%) increase over prior year.

	Actual	Budget	Budget Change	% Change to Budget	Prior Year Actual	CY to PY Change	% Change CY to PY
Non-Operating Revenue							
Operating Assistance	57,243,630	63,897,000	(6,653,370)	-10.4%	57,847,942	(604,312)	-1.0%
Mortgage Tax Revenue	8,940,046	6,830,000	2,110,046	30.9%	7,034,820	1,905,226	27.1%
Gain/Loss on Disposal of Capital	80,993	41,667	39,327	94.4%	47,284	33,710	71.3%
Investment Revenue	1,089,076	416,770	672,306	161.3%	1,218,922	(129,847)	-10.7%
Total Non-Operating Revenue	67,353,745	71,185,437	(3,831,692)	-5.4%	66,148,968	1,204,777	1.8%

Operating assistance revenues are currently 10.4% under budget expectations and in line with prior-year results. This variance continues to reflect the Authority's strategic approach to revenue recognition. While State Transit Operating Assistance (STOA) has increased, the Authority has intentionally conserved federal and state Preventive Maintenance (PM) funds, drawing upon them only as needed. PM utilization is evaluated monthly and applied strategically during periods of elevated operating costs to help stabilize financial results. This disciplined approach supports long-term financial flexibility and preserves resources for future needs.

Mortgage tax revenues continue to perform exceptionally well and are currently 30.9% over budget expectations and 27.1% over than prior year. This strong performance reflects continued strength in the regional real estate market. However, due to the inherent volatility of this revenue source, the Authority will maintain a cautious outlook by closely monitoring market trends and using conservative planning assumptions to mitigate potential fluctuations.

Investment revenues are exceeding budget expectations by more than 100%, although they remain 10.7% under prior-year levels. Current investment yields are below 4% but remain favorable relative to budget assumptions. The Authority will continue to strategically invest idle cash to maximize earnings while maintaining sufficient liquidity to support operating activities and capital program commitments.



INVESTMENT REPORT

Central New York Regional Transportation Authority
 Inventory of Existing Investments
 As of 01/31/2026
 (In Whole Numbers)

Cash Investments	Institution	Interest Rate	Amount	Total
Unrestricted – Operating Funds				
Commercial Savings – General Fund	M&T Bank	1.95%	\$6,213,290	
Commercial Savings – Farebox Collection	JP Morgan	1.25%	\$531,817	
				<u>\$6,745,107</u>
Board Designated - Funded Reserves				
Commercial Savings - Health Reserve	M&T Bank	1.95%	\$248,802	
Commercial Savings - Insurance Reserve	M&T Bank	1.95%	\$2,889	
Commercial Checking - Capital Reserve	JP Morgan	1.25%	\$853,624	
Commercial Checking - Paratransit Reserve	JP Morgan	1.31%	\$91,709	
				<u>\$1,197,024</u>
Total Cash Investment Value				<u>\$7,942,131</u>

Investments	Institution	Yield	Term	Market Value	Purchase Date	Maturity Date	Maturity Value
Operating Funds							
Treasury Bill - Operating Funds	JP Morgan	3.49%	2 mo.	\$5,117,379	01/13/2026	03/10/2026	\$5,136,000
Treasury Bill - Operating Funds	JP Morgan	3.47%	3 mo.	\$5,065,926	12/23/2025	03/19/2026	\$5,089,000
Treasury Bill - Operating Funds	JP Morgan	3.50%	1 mo.	\$5,034,970	01/06/2026	02/12/2026	\$5,040,000
Board Designated - Funded Reserves							
Treasury Bill - Capital Reserve	JP Morgan	3.55%	4 mo.	\$3,083,046	01/27/2026	05/26/2026	\$3,118,000
Treasury Bill - Capital Reserve	JP Morgan	3.52%	2 mo.	\$2,040,378	12/17/2025	02/10/2026	\$2,042,000
Treasury Bill - Insurance Reserve	JP Morgan	3.50%	2 mo.	\$4,373,295	12/30/2025	02/04/2026	\$4,383,000
Treasury Bill – Health Reserve	JP Morgan	3.56%	3 mo.	\$3,016,608	12/05/2025	03/05/2026	\$3,026,000
Treasury Bill - Paratransit Reserve	JP Morgan	3.50%	2 mo.	\$5,334,377	01/06/2026	03/03/2026	\$5,350,000
Total Investment Values				<u>\$33,065,979</u>			<u>\$33,184,000</u>



MORTGAGE RECORDING TAX STATEMENT

<u>Actual Receipts YTD</u>					<u>Budget Variance YTD</u>		
<u>FY-24</u>	<u>FY-25</u>	<u>FY-26</u>	<u>\$ vs PY</u>	<u>% vs PY</u>	<u>FY-26 Bud</u>	<u>\$</u>	<u>%</u>
6,707,438	7,098,684	8,940,046	1,841,362	25.9%	6,830,000	2,110,046	30.9%

	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>YTD</u>	<u>Budget</u>	<u>Actual Vs</u>	<u>YTD</u>
	<u>FY-24</u>	<u>FY-25</u>	<u>FY-26</u>	<u>vs PY</u>	<u>vs PY</u>	<u>FY 26</u>	<u>Budget</u>	<u>Variance</u>
April	761,875	537,226	690,885	28.6%	373.6%	545,000	26.8%	26.8%
May	557,104	622,405	884,530	42.1%	266.0%	600,000	47.4%	37.6%
June	621,109	512,679	971,182	89.4%	227.9%	625,000	55.4%	43.9%
July	651,504	878,691	1,032,746	17.5%	241.1%	760,000	35.9%	41.5%
August	736,644	739,495	771,460	4.3%	306.3%	750,000	2.9%	32.6%
September	643,528	668,431	917,892	37.3%	316.9%	725,000	26.6%	31.6%
October	737,317	880,437	1,248,226	41.8%	275.2%	775,000	61.1%	36.3%
November	613,698	824,214	954,897	15.9%	286.8%	760,000	25.6%	34.9%
December	640,840	704,965	843,307	19.6%	293.1%	660,000	27.8%	34.1%
January	743,819	730,141	624,922			630,000		
February	547,438	525,142	0			625,000		
March	425,398	636,968	0			635,000		
Totals	<u>7,680,275</u>	<u>8,260,794</u>	<u>8,940,046</u>			<u>8,090,000</u>		

<u>County Receipts - January</u>	<u>FY-26</u>	<u>FY-25</u>	<u>\$</u>	<u>%</u>
Onondaga	400,000	424,270	(24,270)	-6%
Oswego	45,000	73,410	(28,410)	-39%
Cayuga	35,000	95,864	(60,864)	-63%
Cortland	24,922	12,597	12,326	
Oneida	120,000	124,000	(4,000)	-3%
Total	<u>624,922</u>	<u>730,141</u>	(105,219)	(0.14)



STATEMENT OF CASH FLOW

Central New York Regional Transportation Authority
Statement of Cash Flow
As of 01/31/2026
(In Whole Numbers)

Cash Flows From Operating Activities:

Operating Receipts from Fares, Contract Bill & Misc Items	\$ 1,341,964
Mortgage Tax Receipts	843,307
Payments to Vendors & Bank Fees	(3,088,597)
Payments for Employee Benefits	(743,549)
Payments of Payroll Related Wages & Liabilities	(3,138,517)
Net Cash Provided by (Utilized in) Operating Activities	\$ (4,785,392)

Cash Flows From Capital Activities:

Federal & State Grants Proceeds for Capital Additions	110,491
Proceeds from Federal Operating Assistance	1,930,096
Purchases of Capital Assets	(1,472,950)
Net Cash Provided by (Utilized in) Capital Activities	\$ 567,637

Net Change in Cash from Operating & Capital Activities **\$ (4,217,755)**

General Fund Cash Balances - Beginning of Period **\$ 10,072,442**

General Fund Cash Balances - End of Period* **\$ 5,854,687**

Reserve Funds:

Insurance Reserve	2,889
Health Insurance Reserve	248,802
Capital Reserve Fund	853,624
Paratransit Reserve	91,709
Invested Reserve Funds	33,065,979
Reserve Funds Total	\$ 34,263,003

Total Cash All Sources - End of Period: **\$ 40,117,690**

***General Fund Cash Includes General Disbursing and Money Market Accounts Only**



PROCUREMENT

ACTIVE PROCUREMENTS REQUIRING BOARD ACTION

On Today's Agenda

Public Relations 2026-2031
Real Time Signage 2025
CNG Facility Operations and Maintenance Agreement
Cortland Facility Farebox System Purchase
Cooling Tower Replacement 2025
Bus Shelter and Parking Lot Janitorial Services 2026-2031
HVAC Services 2026-2031

Within 2 Months

Term Design and Engineering 2026-2031
Oil Water Separator Installation and Trench Drain Repair 2026
Endpoint Security 2026-2029
Retiree Drug Subsidy Reopening Services 2026-2031
Overhead Door Maintenance 2026-2031
Syracuse Siding Repair & Replacement 2026

Within 6 Months

Electrical Services 2026-2031
Lobbying Services 2026-2029
Renewable Natural Gas 2026-2031
Tow Truck Training 2026
RTC Boiler Purchase 2026
Service Trucks Purchase 2026



CAPITAL PROGRAMS AND PLANNING

Capital Program

Federal Grant Funding

Pending Applications

NA.

Awarded Applications

NA.

State Grant Funding

Pending Applications

Supplemental Funds for the Innovative Mobility Initiative: \$9.1 million of state-dedicated funds from the federal Carbon Reduction Program (CRP) for *capital expenditures* to support innovative On-Demand transit services. Plans are under review.

Awarded Applications

Zero-Emission Transit Transition (ZETT) Program, \$17.5 million awarded through the New York State Department of Transportation (NYSDOT) to support the Authority's new Oneida Facility construction.

FTA Section 5311 Formula Grants for Rural Areas (2024-2025): Capital funding awarded to support rural transit operations and fleet/infrastructure needs in Oswego, Auburn, and Cortland Counties.

Capital Planning

The Central New York Regional Transportation Authority's (CNYRTA) Capital Planning Committee continues to meet regularly to evaluate the Authority's capital needs and to guide short- and long-term investments in alignment with the Capital Improvement Plan (CIP). The Committee's work ensures that limited capital resources are strategically prioritized to address immediate operational requirements while advancing the Authority's long-range strategic objectives.

Key projects currently in the execution phase include:

- Bus Rapid Transit (BRT) Planning
- Compressed Natural Gas (CNG) Electrical Service
- CNG Facility Upgrades
- Oneida Facility Consolidation Planning
- Various Building Improvements and Technology

The Authority remains focused on maximizing available funding and advancing these initiatives in a fiscally responsible manner, positioning CNYRTA to meet the evolving mobility and infrastructure needs of the communities it serves.



MOTION

UTICA AND ROME HUB LIABILITY INSURANCE RENEWAL

Jon Maloff will present the renewal of the Utica and Rome Hub Liability Insurance policy for the period February 1, 2026 through February 1, 2027.

Centro of Oneida operates two transit hubs located at 15 Elizabeth Street, Utica, and 207 W. Liberty Street, Rome. In accordance with the lease agreements for these facilities, the Authority purchases general liability insurance separate from its self-insured program.

The policy provides limits of liability of \$1,000,000 per occurrence and \$2,000,000 aggregate annually for bodily injury and property damage. The Authority's excess liability coverage applies above this primary insurance policy.

Last year's total cost, including audit adjustments for prior terms, was **\$60,501.14**. The estimated deposit premium for the upcoming policy term is **\$65,598.38**. The Authority is currently providing the carrier with additional requested information, which may result in minor adjustments to the final premium.

Recommended Motion

It is recommended that the Board of Directors authorize the renewal of the Utica and Rome Hub Liability Insurance policy for the period February 1, 2026, through February 1, 2027, at an estimated deposit premium of \$65,598.38.

Third Party Insurance

The majority of Centro's General Liability and Property Insurance coverage is secured through its insurance broker. Historically, procurement guidelines required Board approval by motion for any procured service exceeding \$50,000.

Last year, the procurement guidelines were revised to increase the approval threshold to \$100,000. Accordingly, and consistent with current guidelines and established practice, the Authority will present to the Board for approval only those insurance carrier fees that are \$100,000 or greater.



MOTION

PENSION BENEFIT INDEXING ADJUSTMENT – UPSEU EMPLOYEES (Centro of Oneida – Utica Transit Pension Plan)

In February 2017, the CNYRTA Board of Members approved an indexing mechanism to assist in managing annual pension benefit increases for UPSEU employees under the Centro of Oneida – Utica Transit Pension Plan. This mechanism utilizes the Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W) and provides that annual increases, contingent upon Board approval, shall be no less than one percent (1%) and no greater than three percent (3%).

The CPI-W as of January 1, 2026, is 2.51%. The current pension benefit is **\$77.19** per year of credited service. Based on the approved indexing formula, the proposed adjusted benefit is **\$79.13** per year of credited service for employees retiring between January 1, 2026, and December 31, 2026, reflecting a **2.51%** increase.

Recommended Motion

It is recommended that the Board of Members authorize the proposed plan amendment to implement a 2.51% pension benefit increase, resulting in a benefit of \$79.13 per year of service for eligible employees retiring during calendar year 2026.



Vendor: Elemental Commercial Service

Description of Services	Number of Hours	Travel Charge - per trip	Number of Trips
Annual Inspection of Heating Equipment			
CNY Centro	28	\$ 60.00	4
Syracuse HUB	8	\$ 60.00	1
Syracuse RTC	8	\$ 60.00	1
Centro of Cayuga	4	\$ 60.00	1
Centro of Oswego	4	\$ 60.00	1
Centro of Oneida (Utica Facility)	6	\$ 60.00	1
Utica HUB	3	\$ 60.00	1
Centro of Oneida (Rome Facility)	2	\$ 60.00	1
Rome HUB	1	\$ 60.00	1
Centro of Cortland	3	\$ 60.00	1

Annual Inspection of Cooling Equipment			
CNY Centro	20	\$ 60.00	3
Syracuse HUB	2	\$ 60.00	1
Syracuse RTC	2	\$ 60.00	1
Centro of Cayuga	1	\$ 60.00	1
Centro of Oswego	1	\$ 60.00	1
Centro of Oneida (Utica Facility)	3	\$ 60.00	1
Utica HUB	1	\$ 60.00	1
Centro of Oneida (Rome Facility)	1	\$ 60.00	1
Rome HUB	1	\$ 60.00	1
Centro of Cortland	3	\$ 60.00	1

Hourly Rate for Inspections, PMs & Repairs: 1.6 x PW
 (Based on Prevailing Wages - PRC# 2025012106)
 Travel Charge for PMs & Repairs will be paid at the same rate stated above for each specific location.

% Mark Up on Materials 18%
 % Mark Up on Equipment Fees 18%

Annual Escalators for Hourly Rate

Year 2	<u>0%</u>
Year 3	<u>0%</u>
Year 4	<u>0%</u>
Year 5	<u>0%</u>

Vendor: Emcor Betlem

Description of Services	Number of Hours	Travel Charge - per trip	Number of Trips
Annual Inspection of Heating Equipment			
CNY Centro	28	\$ 60.00	4
Syracuse HUB	8	\$ 60.00	1
Syracuse RTC	8	\$ 60.00	1
Centro of Cayuga	4	\$ 60.00	1
Centro of Oswego	4	\$ 60.00	1
Centro of Oneida (Utica Facility)	6	\$ 60.00	1
Utica HUB	3	\$ 60.00	1
Centro of Oneida (Rome Facility)	2	\$ 60.00	1
Rome HUB	1	\$ 60.00	1
Centro of Cortland	2	\$ 60.00	1

Annual Inspection of Cooling Equipment			
CNY Centro	20	\$ 60.00	3
Syracuse HUB	2	\$ 60.00	1
Syracuse RTC	2	\$ 60.00	1
Centro of Cayuga	1	\$ 60.00	1
Centro of Oswego	1	\$ 60.00	1
Centro of Oneida (Utica Facility)	4	\$ 60.00	1
Utica HUB	1	\$ 60.00	1
Centro of Oneida (Rome Facility)	1	\$ 60.00	1
Rome HUB	1	\$ 60.00	1
Centro of Cortland	1	\$ 60.00	1

Amount:

Hourly Rate for Inspections, PMs & Repairs: \$ 151.00
 (Based on Prevailing Wages - PRC# 2025012106)
 Travel Charge for PMs & Repairs will be paid at the same rate stated above for each specific location.

% Mark Up on Materials 18%
 % Mark Up on Equipment Fees 18%

Annual Escalators for Hourly Rate

Year 2	<u>5%</u>
Year 3	<u>5%</u>
Year 4	<u>5%</u>
Year 5	<u>5%</u>

Vendor: BPD Bush			
<u>Description of Services</u>	<u>Number of Hours</u>	<u>Travel Charge - per trip</u>	<u>Number of Trips</u>
Annual Inspection of Heating Equipment			
CNY Centro	88	\$ 150.00	11
Syracuse HUB	32	\$ 150.00	4
Syracuse RTC	36	\$ 150.00	5
Centro of Cayuga	16	\$ 180.00	2
Centro of Oswego	16	\$ 200.00	2
Centro of Oneida (Utica Facility)	32	\$ 225.00	4
Utica HUB	12	\$ 225.00	2
Centro of Oneida (Rome Facility)	12	\$ 230.00	2
Rome HUB	4	\$ 230.00	1
Centro of Cortland	14	\$ 180.00	2
Annual Inspection of Cooling Equipment			
CNY Centro	56	\$ 150.00	7
Syracuse HUB	14	\$ 150.00	2
Syracuse RTC	18	\$ 150.00	3
Centro of Cayuga	6	\$ 180.00	1
Centro of Oswego	6	\$ 200.00	1
Centro of Oneida (Utica Facility)	12	\$ 225.00	2
Utica HUB	6	\$ 225.00	1
Centro of Oneida (Rome Facility)	6	\$ 230.00	1
Rome HUB	4	\$ 230.00	1
Centro of Cortland	6	\$ 180.00	1
Amount:			
Hourly Rate for Inspections, PMs & Repairs:	<u>\$ 90.00</u>		
(Based on Prevailing Wages - PRC# 2025012106)			
Travel Charge for PMs & Repairs will be paid at the same rate stated above for each specific location.			
% Mark Up on Materials	<u>10%</u>		
% Mark Up on Equipment Fees	<u>10%</u>		
Annual Escaltors for Hourly Rate			
Year 2	<u>2%</u>		
Year 3	<u>2%</u>		
Year 4	<u>2%</u>		
Year 5	<u>2%</u>		

Vendor: Siemens Industry			
<u>Description of Services</u>	<u>Number of Hours</u>	<u>Travel Charge - per trip</u>	<u>Number of Trips</u>
Annual Inspection of Heating Equipment			
CNY Centro	40	\$ 250.00	5
Syracuse HUB	8	\$ 250.00	1
Syracuse RTC	24	\$ 250.00	3
Centro of Cayuga	8	\$ 250.00	1
Centro of Oswego	8	\$ 250.00	1
Centro of Oneida (Utica Facility)	16	\$ 250.00	2
Utica HUB	8	\$ 250.00	1
Centro of Oneida (Rome Facility)	8	\$ 250.00	1
Rome HUB	8	\$ 250.00	1
Centro of Cortland	8	\$ 250.00	1
Annual Inspection of Cooling Equipment			
CNY Centro	32	\$ 250.00	4
Syracuse HUB	8	\$ 250.00	1
Syracuse RTC	24	\$ 250.00	3
Centro of Cayuga	8	\$ 250.00	1
Centro of Oswego	8	\$ 250.00	1
Centro of Oneida (Utica Facility)	16	\$ 250.00	2
Utica HUB	8	\$ 250.00	1
Centro of Oneida (Rome Facility)	8	\$ 250.00	1
Rome HUB	8	\$ 250.00	1
Centro of Cortland	8	\$ 250.00	1
Amount:			
Hourly Rate for Inspections, PMs & Repairs:	<u>\$ 164.00</u>		
(Based on Prevailing Wages - PRC# 2025012106)			
Travel Charge for PMs & Repairs will be paid at the same rate stated above for each specific location.			
% Mark Up on Materials	<u>25%</u>		
% Mark Up on Equipment Fees	<u>25%</u>		
Annual Escaltors for Hourly Rate			
Year 2	<u>4%</u>		
Year 3	<u>4%</u>		
Year 4	<u>4%</u>		
Year 5	<u>4%</u>		

Vendor: Stephen Starr			
Description of Services	Number of Hours	Travel Charge - per trip	Number of Trips
Annual Inspection of Heating Equipment			
CNY Centro	120	\$ 50.00	5
Syracuse HUB	48	\$ 50.00	5
Syracuse RTC	24	\$ 50.00	3
Centro of Cayuga	24	\$ 50.00	2
Centro of Oswego	24	\$ 50.00	2
Centro of Oneida (Utica Facility)	40	\$ 50.00	3
Utica HUB	8	\$ 50.00	1
Centro of Oneida (Rome Facility)	8	\$ 50.00	1
Rome HUB	4	\$ 50.00	1
Centro of Cortland	16	\$ 50.00	1
Annual Inspection of Cooling Equipment			
CNY Centro	80	\$ 50.00	5
Syracuse HUB	32	\$ 50.00	2
Syracuse RTC	16	\$ 50.00	1
Centro of Cayuga	8	\$ 50.00	1
Centro of Oswego	8	\$ 50.00	1
Centro of Oneida (Utica Facility)	16	\$ 50.00	1
Utica HUB	8	\$ 50.00	1
Centro of Oneida (Rome Facility)	4	\$ 50.00	1
Rome HUB	4	\$ 50.00	1
Centro of Cortland	4	\$ 50.00	1
Amount:			
Hourly Rate for Inspections, PMs & Repairs:	\$ 155.00		
(Based on Prevailing Wages - PRC# 2025012106)			
Travel Charge for PMs & Repairs will be paid at the same rate stated above for each specific location.			
% Mark Up on Materials	15%		
% Mark Up on Equipment Fees	15%		
Annual Escaltors for Hourly Rate			
Year 2	3%		
Year 3	3%		
Year 4	3%		
Year 5	3%		

Vendor: BPI Mechanical			
Description of Services	Number of Hours	Travel Charge - per trip	Number of Trips
Annual Inspection of Heating Equipment			
CNY Centro	128	\$ 75.00	8
Syracuse HUB	64	\$ 75.00	4
Syracuse RTC	48	\$ 75.00	3
Centro of Cayuga	16	\$ 75.00	2
Centro of Oswego	16	\$ 75.00	2
Centro of Oneida (Utica Facility)	48	\$ 75.00	3
Utica HUB	16	\$ 75.00	2
Centro of Oneida (Rome Facility)	16	\$ 75.00	2
Rome HUB	8	\$ 75.00	1
Centro of Cortland	16	\$ 75.00	2
Annual Inspection of Cooling Equipment			
CNY Centro	96	\$ 75.00	6
Syracuse HUB	48	\$ 75.00	3
Syracuse RTC	48	\$ 75.00	3
Centro of Cayuga	8	\$ 75.00	1
Centro of Oswego	16	\$ 75.00	2
Centro of Oneida (Utica Facility)	32	\$ 75.00	2
Utica HUB	8	\$ 75.00	1
Centro of Oneida (Rome Facility)	8	\$ 75.00	1
Rome HUB	8	\$ 75.00	1
Centro of Cortland	8	\$ 75.00	1
Amount:			
Hourly Rate for Inspections, PMs & Repairs:	\$ 115.00		
(Based on Prevailing Wages - PRC# 2025012106)			
Travel Charge for PMs & Repairs will be paid at the same rate stated above for each specific location.			
% Mark Up on Materials	18%		
% Mark Up on Equipment Fees	15%		
Annual Escaltors for Hourly Rate			
Year 2	3%		
Year 3	3%		
Year 4	3%		
Year 5	3%		

**RESOLUTION TO AUTHORIZE CONTRACT AWARD FOR
BUS SHELTER & PARKING LOT JANITORIAL SERVICES 2026-2031**

WHEREAS, the Central New York Regional Transportation Authority (CNYRTA) has a need for a qualified vendor to provide outdoor janitorial services at the bus shelters and parking lots; and

WHEREAS, this contract will be paid for using operating funds; and

WHEREAS, the Invitation for Bid was publicly let on November 24, 2025; and

WHEREAS, one hundred and seven (107) vendors were invited, of which thirty-one (31) were sent to NYS Certified M/WBE firms and in total thirty-five (35) bid packages were downloaded; and

WHEREAS, three (3) bids were received on December 23, 2025, with the lowest responsive and responsible bid received from H2H Facility Services; and

WHEREAS, the price was determined to be fair and reasonable based upon comparison with the other bids and independent cost estimate; and

WHEREAS, the staff of CNYRTA is aware of no interest held by any Member of the CNYRTA or any staff member thereof or any family member of such individual in the firm to which this contract is made; and

WHEREAS, to the best of our knowledge and belief, no member of the governing body of CNYRTA, or its subsidiaries, and no other officer, employee or agent of CNYRTA, or its subsidiaries, whether or not exercising any functions or responsibilities in connection with the carrying out of the project to which this contract pertains, during his/her tenure or two years thereafter, has any personal interest, direct or indirect in this contract; and

WHEREAS, to the best of our knowledge and belief, no member of the governing body of the CNYRTA, or its subsidiaries, and no other officer, agent, servant or employee employed by or appointed by CNYRTA, or its subsidiaries, is in any way or manner interested, directly or indirectly, as principal, surety, or otherwise, in this contract.

WHEREAS, to the best of our knowledge and belief, this award is consistent with the Code of Ethical Conduct for Members of the Central New York Regional Transportation Authority originally adopted by it on July 20, 1990, as Motion No. 775, and as revised and updated on April 25, 2008, as Motion No. 1709.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MEMBERS OF THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY, that the Chief Executive Officer or his designee is authorized to enter into a five (5) year contract with H2H Facility Service for outdoor janitorial services at the bus shelters and parking lots. The contract would commence April 1, 2026.

FACT SHEET
BUS SHELTER & PARKING LOT JANITORIAL SERVICES 2026-2031

PROJECT DESCRIPTION: The CNYRTA has a need for a qualified vendor to provide outdoor janitorial services at the bus shelters and parking lots.

ADVERTISEMENT: An Invitation for Bid was advertised on November 24, 2025, in the NYS Contract Reporter, Post Standard (Onondaga, Cayuga and Oswego County editions), Rome Sentinel, Utica Observer-Dispatch, Cortland Standard and the Minority Commerce Weekly.

FUNDING: This contract is to be paid for using operating funds.

PRICING RECEIVED:

Cleaning Services	H2H Facility Services Inc.	SAFI CLEANING SERVICES	LN Pro Services LLC
Syracuse Bus Shelters - Price per Month	\$8,025.00	\$12,800.00	\$125,000.00
Cayuga Bus Shelters - Price per Month	\$306.18	\$2,950.00	\$8,000.00
Oswego Bus Shelters - Price per Month	\$642.98	\$4,475.00	\$23,000.00
Cortland Bus Shelters - Price per Month	\$220.00	\$2,350.00	\$6,000.00
I-81 Lots - Price per Month	\$725.00	\$3,250.00	\$45,000.00
As Needed Bus Shelter Cleanings- Price Per Cleaning	\$18.00	\$85.00	\$480.00
Annual Escalators			
Year 2	0%	3%	0%
Year 3	0%	3%	4%
Year 4	2%	3%	4%
Year 5	2%	3%	4%

COMMENTS: H2H Facility Services has performed bus shelter and parking lot janitorial services for the CNYRTA in the past with positive results.

MWBE: There is a 30% MWBE goal on this contact.

RECOMMENDATION: Based upon evaluation of the bid documents, the staff recommends contract award to H2H Facility Services for a five (5) year term, commencing April 1, 2026.

**RESOLUTION TO AUTHORIZE CONTRACT AWARD FOR
CNG FACILITY OPERATIONS AND MAINTENANCE AGREEMENT**

WHEREAS, the Central New York Regional Transportation Authority (CNYRTA) has a need for routine preventative maintenance services on the existing CNG Station, ensuring that the CNG fueling equipment is consistently in working order to meet performance requirements, and

WHEREAS, this contract will be paid for using operating funds, and

WHEREAS, this is a sole source procurement, and

WHEREAS, Trillium Transportation Fuels, LLC is the only provider capable of performing service and maintenance on the facility equipment as the Original Equipment Manufacturer (OEM) of the control suite, and the Trillium diagnostic software is proprietary, and

WHEREAS, the monthly cost of the operations and maintenance service for the five (5) year agreement is \$29,200, subject to an annual CPI increase; and

WHEREAS, the staff of CNYRTA is aware of no interest held by any Member of the CNYRTA or any staff member thereof or any family member of such individual in the firm to which this contract is made, and

WHEREAS, to the best of our knowledge and belief, no member of the governing body of CNYRTA, or its subsidiaries, and no other officer, employee or agent of CNYRTA, or its subsidiaries, whether or not exercising any functions or responsibilities in connection with the carrying out of the project to which this contract pertains, during his/her tenure or two years thereafter, has any personal interest, direct or indirect in this contract, and

WHEREAS, to the best of our knowledge and belief, no member of the governing body of the CNYRTA, or its subsidiaries, and no other officer, agent, servant or employee employed by or appointed by CNYRTA, or its subsidiaries, is in any way or manner interested, directly or indirectly, as principal, surety, or otherwise, in this contract, and

WHEREAS, to the best of our knowledge and belief, this award is consistent with the Code of Ethical Conduct for Members of the Central New York Regional Transportation Authority originally adopted by it on July 20, 1990, as Motion No. 775, and as revised and updated on April 25, 2008, as Motion No. 1709.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MEMBERS OF THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY, that the Chief Executive Officer or his designee is authorized to enter into a five (5) year operations and maintenance agreement with Trillium Transportation Fuels, LLC, effective following the notice of completion of the CNG Station Upgrade project.

FACT SHEET
CNG FACILITY OPERATIONS AND MAINTENANCE AGREEMENT

PROJECT DESCRIPTION: The Central New York Regional Transportation Authority (CNYRTA) has a need for routine preventative maintenance services on the existing CNG Station, ensuring that the CNG fueling equipment is consistently in working order to meet performance requirements.

METHOD OF PROCUREMENT: This is a sole source procurement.

FUNDING: The contract is to be paid for using operating funds.

PRICING RECEIVED:

Description	Amount
Fixed Monthly O&M Fee	\$29,200
Total Year 1	\$350,400

*Years 2-5 are subject to an annual CPI adjustment on anniversary of contract effective date

COMMENTS: CNG stations operate under high pressure. Utilizing non-OEM technicians to service proprietary systems creates significant liability risks and could result in the "locking out" of systems if unauthorized software changes are detected. Trillium maintains the specific parts inventory and remote monitoring capabilities required to ensure the CNYRTA fleet remains fueled without interruption.

Key Elements Turnkey Program:

- Emergency and routine service as well as remote station monitoring.
- All labor, tools, parts, materials, components, consumables required for service (except for damage/negligence caused by Centro or 3rd Party).
- The entire CNG facility, beginning after the utility gas MSA and ending with the fuel hoses and nozzles.
- Coordination of maintenance activities with Centro for any work that could impact fueling.
- Station security that protects equipment and prevents unauthorized access.
- Prompt response times - Local service must be on site within 4 hours of a call-out.
- Site debris and waste disposal.
- Top-grade synthetic oil designed for CNG stations.
- Gas dryer and filtration system maintenance that minimizes moisture and oil carryover.
- Annual station safety assessment & Annual fueling training.

MWBE: This is a sole source procurement; therefore, it is not applicable to MWBE requirements.

RECOMMENDATION: Staff recommends contract award to Trillium Transportation Fuels, LLC, for CNG Operations and Maintenance Services for a five-year term.

**RESOLUTION TO AUTHORIZE CONTRACT AWARD FOR
COOLING TOWER REPLACEMENT**

WHEREAS, the Central New York Regional Transportation Authority (CNYRTA) has a need for a qualified vendor to replace an existing cooling tower at the Syracuse facility as the current tower has reached the end of its useful life; and

WHEREAS, this contract will be paid for using 100% New York State dedicated funds; and

WHEREAS, the Invitation for Bid was publicly let on December 1, 2025; and

WHEREAS, one hundred and thirty (130) vendors were invited, of which forty-two (42) were sent to NYS Certified M/WBE firms and thirty-seven (37) bid packages were downloaded; and

WHEREAS, three (3) bids were received on January 5, 2026, with the lowest responsive and responsible bid received from Stephen S. Starr Mechanical Corp.; and

WHEREAS, the price was determined to be fair and reasonable based upon comparison with the other bids and independent cost estimate; and

WHEREAS, The staff of CNYRTA is aware of no interest held by any Member of the CNYRTA or any staff member thereof or any family member of such individual in the firm to which this contract is made; and

WHEREAS, To the best of our knowledge and belief, no member of the governing body of CNYRTA, or its subsidiaries, and no other officer, employee or agent of CNYRTA, or its subsidiaries, whether or not exercising any functions or responsibilities in connection with the carrying out of the project to which this contract pertains, during his/her tenure or two years thereafter, has any personal interest, direct or indirect in this contract; and

WHEREAS, To the best of our knowledge and belief, no member of the governing body of the CNYRTA, or its subsidiaries, and no other officer, agent, servant or employee employed by or appointed by CNYRTA, or its subsidiaries, is in any way or manner interested, directly or indirectly, as principal, surety, or otherwise, in this contract.

WHEREAS, to the best of our knowledge and belief, this award is consistent with the Code of Ethical Conduct for Members of the Central New York Regional Transportation Authority originally adopted by it on July 20, 1990, as Motion No. 775, and as revised and updated on April 25, 2008, as Motion No. 1709.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MEMBERS OF THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY, that the Chief Executive Officer or his designee is authorized to issue a purchase order for a replacement cooling tower to Stephen S. Starr Mechanical Corp., in the amount of \$129,500.00.

FACT SHEET
COOLING TOWER REPLACEMENT

PROJECT DESCRIPTION: The CNYRTA has a need for a qualified vendor to replace an existing cooling tower at the Syracuse facility.

ADVERTISEMENT: An Invitation for Bid was advertised on December 1, 2025, in the NYS Contract Reporter, Post Standard (Onondaga, Cayuga and Oswego County editions), Rome Sentinel, Utica Observer-Dispatch, Cortland Standard and the Minority Commerce Weekly.

FUNDING: This contract is to be paid for using 100% New York State dedicated funds.

PRICING RECEIVED:

Description	Stephen S. Starr Mechanical Corp.	EMCOR Services Betlem	Airside Technology
Cooling Tower Replacement	\$129,500.00	\$167,000.00	\$210,600.00

COMMENTS: Stephen S. Starr Mechanical Corp. has performed like kind services in the past with positive results.

MWBE: A full waiver for M/WBE participation was approved by NYS Empire State Development on this contract.

RECOMMENDATION: Staff recommends the Board authorize the issuance of a purchase order to Stephen S. Starr Mechanical Corp., in the amount of \$129,500.00 to replace an existing cooling tower at the Syracuse facility.

**RESOLUTION TO AUTHORIZE CONTRACT AWARD FOR
THE PURCHASE OF A CORTLAND FACILITY FAREBOX SYSTEM**

WHEREAS, the Central New York Regional Transportation Authority (CNYRTA) has a need to purchase fareboxes and a vault system for the Cortland facility; and

WHEREAS, the purchase will be paid for with a mixture of Federal and State funds; and

WHEREAS, Genfare is the manufacturer of the Authority's current fare collection system and owns the proprietary rights to the system and software. This equipment purchase will allow CNYRTA to maintain consistency within the fleet and operations, classifying this as a Sole Source Procurement; and

WHEREAS, the equipment will be installed at the Cortland facility; and

WHEREAS, the total cost of the purchase is \$425,517.10; and

WHEREAS, the price was deemed fair and reasonable based on comparable Genfare pricing we have received in past procurements; and

WHEREAS, the staff of CNYRTA is aware of no interest held by any Member of the CNYRTA or any staff member thereof or any family member of such individual in the firm to which this contract is made, and

WHEREAS, to the best of our knowledge and belief, no member of the governing body of CNYRTA, or its subsidiaries, and no other officer, employee or agent of CNYRTA, or its subsidiaries, whether or not exercising any functions or responsibilities in connection with the carrying out of the project to which this contract pertains, during his/her tenure or two years thereafter, has any personal interest, direct or indirect in this contract, and

WHEREAS, to the best of our knowledge and belief, no member of the governing body of the CNYRTA, or its subsidiaries, and no other officer, agent, servant or employee employed by or appointed by CNYRTA, or its subsidiaries, is in any way or manner interested, directly or indirectly, as principal, surety, or otherwise, in this contract, and

WHEREAS, to the best of our knowledge and belief, this award is consistent with the Code of Ethical Conduct for Members of the Central New York Regional Transportation Authority originally adopted by it on July 20, 1990, as Motion No. 775, and as revised and updated on April 25, 2008, as Motion No. 1709.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MEMBERS OF THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY that the Chief Executive Officer or a designee is authorized to enter into a contract with Genfare for the purchase of fareboxes and a vault, totaling \$425,517.10.

FACT SHEET
THE PURCHASE OF A CORTLAND FACILITY FAREBOX SYSTEM

PROJECT DESCRIPTION: The CNYRTA has a need to install thirteen (13) farebox systems in buses located in Cortland County, one (1) mobile vault system in the Cortland garage to keep farebox collections in a secure location, and probe and data system equipment to obtain accurate revenue and ridership data for strategic planning.

METHOD OF PROCUREMENT: This is a sole source procurement as the software is proprietary to Genfare.

FUNDING: The contract is to be paid for using a mixture of Federal and State funds.

PRICING RECEIVED: The pricing received from Genfare was in the amount of \$425,517.10

COMMENTS: This purchase will allow the Cortland County facility to increase operational efficiency by using current technology to increase ridership, provide accurate data and strengthen controls to reduce the risk of fraud.

M/WBE: This is a sole source procurement; therefore, it is not applicable to MWBE requirements.

RECOMMENDATION: Staff recommends that an award be made to Genfare in the amount of \$425,517.10 to furnish and install fareboxes and a vault system.

**RESOLUTION TO AUTHORIZE CONTRACT AWARD FOR
HVAC SERVICES 2026-2031**

WHEREAS, the Central New York Regional Transportation Authority (CNYRTA) has a need for a qualified local HVAC vendor to perform a portion of the maintenance that is required to keep the HVAC equipment operating efficiently and reliably at all ten (10) of the CNYRTA facilities.; and

WHEREAS, this contract will be paid for using operating funds; and

WHEREAS, the Invitation for Bid was publicly let on December 2, 2025; and

WHEREAS, eighty-seven (87) vendors were invited, of which twenty-one (21) were sent to NYS Certified M/WBE firms and in total twenty-five (25) bid packages were downloaded; and

WHEREAS, six (6) bids were received on December 30, 2025, with the lowest responsive and responsible bid received from Elemental Commercial Services; and

WHEREAS, the price was determined to be fair and reasonable based upon comparison with the other bids and independent cost estimate; and

WHEREAS, the staff of CNYRTA is aware of no interest held by any Member of the CNYRTA or any staff member thereof or any family member of such individual in the firm to which this contract is made; and

WHEREAS, to the best of our knowledge and belief, no member of the governing body of CNYRTA, or its subsidiaries, and no other officer, employee or agent of CNYRTA, or its subsidiaries, whether or not exercising any functions or responsibilities in connection with the carrying out of the project to which this contract pertains, during his/her tenure or two years thereafter, has any personal interest, direct or indirect in this contract; and

WHEREAS, to the best of our knowledge and belief, no member of the governing body of the CNYRTA, or its subsidiaries, and no other officer, agent, servant or employee employed by or appointed by CNYRTA, or its subsidiaries, is in any way or manner interested, directly or indirectly, as principal, surety, or otherwise, in this contract.

WHEREAS, to the best of our knowledge and belief, this award is consistent with the Code of Ethical Conduct for Members of the Central New York Regional Transportation Authority originally adopted by it on July 20, 1990, as Motion No. 775, and as revised and updated on April 25, 2008, as Motion No. 1709.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MEMBERS OF THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY, that the Chief Executive Officer or his designee is authorized to enter into a five (5) year contract with Elemental Commercial Services for HVAC services. The contract would commence September 1, 2026.

FACT SHEET
HVAC SERVICES 2026-2031

PROJECT DESCRIPTION: The CNYRTA has a need for a qualified local HVAC vendor to perform a portion of the maintenance that is required to keep the HVAC equipment operating efficiently and reliably at all ten (10) of the CNYRTA facilities.

ADVERTISEMENT: An Invitation for Bid was advertised on December 2, 2025, in the NYS Contract Reporter, Post Standard (Onondaga, Cayuga and Oswego County editions), Rome Sentinel, Utica Observer-Dispatch, Cortland Standard and the Minority Commerce Weekly.

FUNDING: This contract is to be paid for using operating funds.

PRICING RECEIVED: See attached.

COMMENTS: Elemental Commercial Services has performed like kind services with positive results.

MWBE: There is a 30% MWBE goal on this contact.

RECOMMENDATION: Based upon evaluation of the bid documents, the staff recommends contract award to Elemental Commercial Services for a five (5) year term, commencing September 1, 2026.

**RESOLUTION TO AUTHORIZE CONTRACT AWARD FOR
PUBLIC RELATIONS SERVICES 2026-2031**

WHEREAS, the Central New York Regional Transportation Authority (CNYRTA) has the need for a firm to provide public relations services; and

WHEREAS, this contract will be paid for using operating funds, and

WHEREAS, the Request for Proposal was publicly let on October 30, 2025, and

WHEREAS, one hundred forty-eight (148) vendors were invited, of which one hundred (100) were NYS Certified M/WBE firms and sixty-sixty (66) proposal packages were downloaded, and

WHEREAS, two (2) proposals were received on November 21, 2025; and

WHEREAS, it was determined by the evaluation committee that Moxie Strategies offered the most advantageous proposal; and

WHEREAS, the staff of CNYRTA is aware of no interest held by any Member of the CNYRTA or any staff member thereof or any family member of such individual in the firm to which this contract is made, and

WHEREAS, to the best of our knowledge and belief, no member of the governing body of CNYRTA, or its subsidiaries, and no other officer, employee or agent of CNYRTA, or its subsidiaries, whether or not exercising any functions or responsibilities in connection with the carrying out of the project to which this contract pertains, during his/her tenure or two years thereafter, has any personal interest, direct or indirect in this contract, and

WHEREAS, to the best of our knowledge and belief, no member of the governing body of the CNYRTA, or its subsidiaries, and no other officer, agent, servant or employee employed by or appointed by CNYRTA, or its subsidiaries, is in any way or manner interested, directly or indirectly, as principal, surety, or otherwise, in this contract, and

WHEREAS, to the best of our knowledge and belief, this award is consistent with the Code of Ethical Conduct for Members of the Central New York Regional Transportation Authority originally adopted by it on July 20, 1990, as Motion No. 775, and as revised and updated on April 25, 2008, as Motion No. 1709.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MEMBERS OF THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY, that the Chief Executive Officer or his designee is authorized to enter into a five (5) year contract with Moxie Strategies for public relations services. The contract would commence May 1, 2026.

FACT SHEET
PUBLIC RELATIONS SERVICES 2026-2031

PROJECT DESCRIPTION: The CNYRTA has the need for a firm to provide public relations services.

ADVERTISEMENT: A Request for Proposal was advertised on October 30, 2025, in the NYS Contract Reporter, Post Standard (Onondaga, Cayuga and Oswego County editions), Rome Sentinel, Utica Observer-Dispatch, Cortland Standard and Minority Commerce Weekly.

FUNDING: The contract is to be paid for using operating funds.

PROCUREMENT PROCESS: Two (2) proposals were received on November 21, 2025. A selection committee consisting of Steve Koegel, Bren Daiss, Lynette Paduano and Caitlin MacCollum evaluated the proposals. When evaluating proposals, the committee took into consideration: method of approach, organizational capacity and experience, and cost.

PRICING RECEIVED:

Moxie Strategies	
Title	Rate
Partner	\$300
Executive Vice President	\$275
Senior Vice President	\$200
Vice President	\$175
Principal	\$175

The Martin Group
The Martin Group proposes a retainer arrangement providing CNYRTA 25 hours of service per month at a rate of \$160 per hour, for a total monthly fee of \$4,000.

COMMENTS: Moxie Strategies has provided similar services in the past with positive results.

MWBE: There is a 30% MWBE goal on this contract.

RECOMMENDATION: Based upon evaluation of the proposals, staff recommends contract award to Moxie Strategies for a five (5) year term, commencing May 1, 2026.

**RESOLUTION TO AUTHORIZE CONTRACT AWARD FOR
REAL TIME SIGNAGE 2025**

WHEREAS, the Central New York Regional Transportation Authority (CNYRTA) has the need to purchase digital display signage for the Syracuse Transit Hub and at least fifty (50) bus stop locations throughout its network; and

WHEREAS, this contract will be paid for using grant funds with an 80% Federal share, 10% State share and 10% local share, and

WHEREAS, the Request for Proposal was publicly let on July 2, 2025, and

WHEREAS, twenty-six (26) vendors were invited, and fifty-six (56) proposal packages were downloaded; and

WHEREAS, two (2) proposals were received on August 6, 2025; and

WHEREAS, it was determined by the evaluation committee that Papercast North America offered the most advantageous proposal; and

WHEREAS, the staff of CNYRTA is aware of no interest held by any Member of the CNYRTA or any staff member thereof or any family member of such individual in the firm to which this contract is made, and

WHEREAS, to the best of our knowledge and belief, no member of the governing body of CNYRTA, or its subsidiaries, and no other officer, employee or agent of CNYRTA, or its subsidiaries, whether or not exercising any functions or responsibilities in connection with the carrying out of the project to which this contract pertains, during his/her tenure or two years thereafter, has any personal interest, direct or indirect in this contract, and

WHEREAS, to the best of our knowledge and belief, no member of the governing body of the CNYRTA, or its subsidiaries, and no other officer, agent, servant or employee employed by or appointed by CNYRTA, or its subsidiaries, is in any way or manner interested, directly or indirectly, as principal, surety, or otherwise, in this contract, and

WHEREAS, to the best of our knowledge and belief, this award is consistent with the Code of Ethical Conduct for Members of the Central New York Regional Transportation Authority originally adopted by it on July 20, 1990, as Motion No. 775, and as revised and updated on April 25, 2008, as Motion No. 1709.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MEMBERS OF THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY, that the Chief Executive Officer or his designee authorize contract with Papercast North America to provide Real Time Signage for a total cost of \$415,138.01.

FACT SHEET
REAL TIME SIGNAGE 2025

PROJECT DESCRIPTION: The CNYRTA is seeking a qualified vendor to provide digital display signage for the Syracuse Transit Hub and at least fifty (50) bus stop locations throughout its network.

ADVERTISEMENT: A Request for Proposal was advertised on July 2, 2025, in the NYS Contract Reporter, Post Standard (Onondaga, Cayuga and Oswego County editions), Rome Sentinel, Utica Observer-Dispatch and the Minority Commerce Weekly.

FUNDING: This contract will be paid for using grant funds with an 80% Federal share, 10% State share and 10% local share

PROCUREMENT PROCESS: two (2) proposals were received on August 6, 2025. A selection committee consisting of Steve Koegel, Bruce Fong, Rahmin Azria, Bren Daiss, Lynette Paduano, Josh Gardner, Carlos Galindo, Chris King and Caitlin MacCollum evaluated the proposals. When evaluating proposals, the committee took into consideration: method of approach, organizational capacity and experience, cybersecurity and cost.

PRICING RECEIVED:

	Papercast	WaySine
Phase 1- Freestanding Digital Displays- Dual Sided	\$ 51,133.34	\$ 90,120.00
Phase 1- Freestanding Digital Displays- Single Sided	\$ 15,101.67	\$ 30,030.00
Phase 1- Installation Fee	\$ 5,085.00	\$ 21,000.00
Phase 2- Solar Powered E-Paper Displays	\$ 237,573.00	\$ 275,000.00
Phase 2- Installation Fee	\$ 42,250.00	\$ 60,000.00
Additional Fees (site assessment, project management, etc.)	\$ 63,995.00	-
	\$ 415,138.01	\$ 476,150.00

COMMENTS: CNYRTA uses Clever Device CAD/AVL system for managing its Fixed route fleet of vehicles. The proposed Digital Display signage will receive a data feed from the existing AVL system which will contain the data elements required to provide real-time transit arrival information on digital displays. Data feed will be provided from Clever Device's BusTime API. There will be two different types of display signage: Solar powered E-Paper displays that will be mounted to shelters and Freestanding Digital Displays to be placed at Transit Hub.

RECOMMENDATION: Based upon evaluation of the proposals, staff recommends contract award to Papercast North America for the Real Time Signage contract.