MINUTES OF THE REGULAR MEETING OF
THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY
HELD ON FRIDAY, OCTOBER 25, 2019 AT 10:00 A.M.
AT THE RTA OFFICES, 200 CORTLAND AVENUE
IN SYRACUSE, NEW YORK

MEMBERS PRESENT: BRIAN SCHULTZ (Chairman); ROBERT
CUCULICH; TINA FITZGERALD; JOSEPH
HARDICK; NICHOLAS LAINO; DONNA
REESE; LOUELLA WILLIAMS

MEMBER ABSENT: DARLENE LATTIMORE

STAFF ALSO PRESENT: RICHARD LEE (Chief Executive Officer);
CHRISTINE LoCURTO; ROBERT LoCURTO;
CHRISTOPHER TUFF; and BARRY M.
SHULMAN; STEPHEN T. HELMER and IAN
S. LUDD of counsel

The Chairman called the meeting to order at 10:30 A.M., noting that a quorum was present. He announced that the next Authority monthly Board meeting will be held on November 22, 2019. On that date, there will be a Personnel Committee meeting at 9:00 A.M., an Audit and Finance Committee meeting at 9:30 A.M., followed by the Board meeting.

APPROVAL OF MONTHLY MINUTES: A Motion was then made, seconded and unanimously carried as Motion No. 2411, that the Minutes of the September 27, 2019 monthly CNYRTA Board meeting be adopted.

CHIEF EXECUTIVE OFFICER’S REPORT: The Chairman then called upon Mr. Lee to give the Chief Executive Officer’s report. Mr. Lee asked Mr. Tuff to report.

HONOR FLIGHT: Mr. Tuff informed the Board about the most recent Honor Flight, taking retired veterans from the Vietnam and Korean wars, to various sites in the Washington, D.C. area. Mr. Tuff said that he and Centro were honored to have been a part of this important event. The next, Honor Flight will be held May 2, 2020.

AUDIT AND FINANCE COMMITTEE REPORT: Mr. Laino was then called on by the Chairman to give the Audit and Finance Committee Report. This committee met earlier this morning. The first item on the Audit and Finance Committee agenda was a Financial Report given by Ms. LoCurto. She reviewed items some of which were also contained in her Board submission. She discussed the Balance Sheet. The Authority is able to meet short term obligations. Cash balances continue to require careful review and action. Mr. Lee is involved in making the Authority’s cash position known to Authority funders, in order to maintain and provide adequate levels of funding.
and cash. Mr. Laino further commented on this and the difficulties cumulative deficits to fund could cause. The level of STOA receipts will not be enough to fund the Authority and its needs. Currently, short term borrowing is at zero. Trade, Operating Assistance and Grant Receivables are at 2.9 million dollars. 2.2 million dollars of these are due within 30 days. Ms. LoCurto indicated that the Receivables aging is acceptable. The quick Ratio is 1.61, an improvement from 1.47 in March of 2019, portraying the Authority’s ability to meet its short-term obligations.

With regard to the Profit and Loss Statement, Ms. LoCurto observed that operating income is on budget. Regular Line Passenger Revenue continues to underperform budget due to decreases in ridership, amphitheater events, pass sales and NYS Fair Park & Ride. This variance is offset by increases in Transit Advertising revenue, increased contractual rates for the school contracts, and the addition of the NYS Fair Willis Ave Lot shuttle. Worker’s Compensation expenses are holding, but medical costs have increased. There then ensued a discussion with regard to Workers Compensation balances and the excellent job Brown and Brown is doing under the guidance of Ms. Musengo, allowing for cash needs of the Workers Compensation program to be reduced. Mr. Laino explored with Ms. LoCurto, the final settlement of certain long-term Workers Compensation claims. Risk Management reserves are under control.

Ms. LoCurto announced that at the November Board meeting, Greg Evans will be in attendance and will introduce his successor. New York State law requires that the principal Auditor cannot hold the lead position for more than five consecutive years. There then ensued a lengthy discussion with regard to governmental funding sources.

This led to a further discussion with regard to future consent for using some operating dollars for capital programs. All this is well known to the Authority’s funders. Ms. Fitzgerald wondered why the revenues of the Authority are less than other authorities in New York State. Ms. LoCurto explained that a major part of the funding of the Authority is through the mortgage tax. The Authority has no control over this. There are far less mortgage tax revenues at the Authority than any other authorities in New York State, all of which have similar mortgage tax programs. State Fair revenue programs were likewise discussed.

Ms. LoCurto then reviewed other aspects of the Financial Report. Adoption of the Consolidated Statement of Revenues and Expenditures was then moved seconded and unanimously carried as Motion No. 2412.

CENTRO OF ONEIDA MEDICAL PLAN RENEWAL: Ms. Musengo was invited into the meeting to present a Motion with regard to renewing the Centro of Oneida Medical plan with Excellus. The increase this year is 12%, but there was no increase last year, so pro-rata increase for Blue Cross Blue Shield equals 6% each for this and last year. This means that the costs will increase $3.79 per week for single coverage for employees, $7.52 for double coverage and $9.77 for family coverage. The increase will be effective January 1, 2020 was then moved seconded and unanimously carried as Motion No. 2413.

Ms. Musengo was excused from the meeting.
Mr. Laino then presented certain Resolutions, which had been approved by the Audit and Finance Committee and recommended to the Board for approval, as follows:

RESOLUTION - EMPLOYEE UNIFORMS: Ms. MacCollum was invited into the meeting to present a Resolutions regarding Employee Uniforms. The lowest responsive and responsible bidder was United Uniforms. A contingent award was made last month to a Zink Screen Printing & Design; however, the conditions were not met and therefore the vendor was deemed non-responsible. Thereafter and upon Motion made, seconded and unanimously carried, Resolution No. 2415, annexed to the Minutes and approving of such purchase of employee uniforms was unanimously adopted.

RESOLUTION - JANITORIAL SERVICES AT THE SYRACUSE HUB: Ms. MacCollum next presented a Resolution for Janitorial services at the Syracuse HUB to be provided by Human Technologies Corp. and Northcoast Window Cleaning, LLC, New York State Preferred Sources. The current contract expired July 31, 2019. Thereafter and upon Motion made, seconded and unanimously carried, Resolution No. 2416, annexed to the Minutes and approving of such purchase of Janitorial Services was unanimously adopted.

RESOLUTION - JANITORIAL SERVICES AT THE RTC: Ms. MacCollum next presented a Resolution for Board approval with regard to janitorial services at the Regional Transportation Center. Services will be provided by Human Technologies Corp. and Northeast Window Cleaning, again a State Preferred Sources. Thereafter and upon further Motion, a Resolution No. 2417, annexed to these minutes was unanimously adopted.

Ms. MacCollum was excused from the meeting.

RESOLUTION – PURCHASE OF REPLACEMENT COMBUSTIBLE GAS DETECTORS: Mr. Moses was invited into the meeting to discuss a Resolution with regard to the purchase of Replacement Combustible Gas Detectors. The sensors deteriorate over time, lose effect and must be replaced. Mr. Moses explained this Proposal, the purchase for which was then approved unanimously as Resolution No. 2418. These items are being purchased from New York State contract and are paid for with 100% New York State designated capital funds. This system was installed in the Syracuse garage when the fleet first began to utilize Compressed Natural Gas fueled vehicles.

RESOLUTION – PURCHASE OF GILLIG BUSES: Mr. Moses next presented a Resolution with regard to the purchase of buses already under Gillig contract. After discussion with regard to the need for these buses, a Motion was made, seconded and unanimously carried as Resolution No. 2419, annexed to the Minutes and authorizing the purchase of 15 heavy duty transit buses in the total amount of $7,720,024.82 on Gillig contract was adopted. These buses are purchased off of a Grant in place.
RESOLUTION - APPROVAL OF AMTRAK LEASE: Mr. Lee then presented a Resolution regarding the proposed Amtrak lease at the RTC. Mr. Lee was pleased to present this Resolution to the Board. It was a long time in its creation. Mr. Lee congratulated the team that worked on this project including Ms. LoCurto, Ms. Spraker, Ms. MacCollum, Ms. Brim and Mr. Ludd. Upon Motion made, seconded and unanimously carried, Resolution No. 2420, was adopted.

OPERATIONS/TRANSPORTATION REPORT: Mr. LoCurto gave the Operations /Transportation Report. He discussed Call-A-Bus statistics and noted that the program was operating excellently.

He also gave a report on the status of the New York State Fair in review and plans on making a presentation at future meetings to the Board.

RTC PARKING MACHINES: Mr. Tuff informed the Board that when the parking machines went down at the RTC, the Board passed a Resolution authorizing their replacement. Since, however, a quicker and less costly fix seems to be working, the Authority Board is not being asked to replace at this time. At the same time, staff at the RTC is monitoring the situation and will replace the machinery when desirable.

PENSION COMMITTEE REPORT: The Chairman then discussed financial and audit reviews taken up by the Pension Committee which met earlier this morning. Representatives from Manning and Napier presented with regard to a review of the financial portfolio, flexibility of investment, investment policies, current performance and the like. It was decided that the investment policies of the Authority and its relevant subsidiary corporations should maintain the status quo.

STRATEGIC PLANNING COMMITTEE: The Chairman then called upon Ms. Sheard to give the report of the Strategic Planning Committee which met earlier this morning. The Strategic Plan was most recently discussed during the April 2019 Governance Committee Meeting. Through additional review, it was determined that Strategic Planning Committee Meetings will be held for ongoing discussion of the strategic plan.

Ms. Sheard discussed the project milestones for redevelopment of the strategic plan and the five proposed overall strategic goals, which will drive its initiatives. There will be more frequent periodic reports as the business of this Committee continues to develop. The Strategic Management team includes Ms. Sheard, Ms. LoCurto, Mr. LoCurto, Mr. Lee and Mr. Tuff. Ms. Sheard is the Internal Control Manager. Her position was discussed, as well as the roadmap for future activities of Strategic Management and the role of the Board in the process. Mr. Lee stressed that the Board will be kept informed of strategic goals, methods to accomplish them, and any Board actions required.
Currently, the proposed strategic goals will require a focus on improving financial stability; improving service and ridership; increasing employee engagement; enhancing focus on passengers and other community stakeholders; and maintaining and improving infrastructure and keeping up with ever advancing technology options. The Board expressed that it was impressed with this presentation and looks forward to continued participation in ongoing strategic planning activities.

**FUTURE BOARD MEETING DATES:** The Chairman then distributed to the Board a list of future meeting dates for 2020. Some of these have been adjusted for holiday purposes.

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

[Signature]
Chairman

**ATTEST:**

[Signature]
Secretary
RESOLUTION TO AUTHORIZE CONTRACT AWARD FOR
EMPLOYEE UNIFORMS 2019-2024

WHEREAS, the Central New York Regional Transportation Authority has the need for Employee Uniforms; and

WHEREAS, the contract will be paid for with operating funds, and

WHEREAS, the Invitation to Bid was publicly let on August 6, 2019, and

WHEREAS, forty-three (43) bid packages were sent out, fourteen (14) of which were sent to a NYS certified M/WBE firms, seven (7) of which were sent to a NYS certified SDVOB firms, seven (7) of which were sent to federally certified DBE firms, and twelve (12) additional bid packages were requested, and

WHEREAS, two (2) bids were received on August 28, 2019 with the lowest responsive and responsible bid received from United Uniforms,

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 United Uniforms for Employee Uniforms. The contract would commence on November 1, 2019.
FACT SHEET
EMPLOYEE UNIFORMS 2019-2024

PROJECT DESCRIPTION: The CNYRTA is seeking a qualified vendor to provide Employee Uniforms.

ADVERTISEMENT: An Invitation for Bid was advertised on August 6, 2019 in the NYS Contract Reporter, Post Standard (Onondaga, Cayuga and Oswego County editions), Rome Sentinel, Utica Observer-Dispatch, the Minority Commerce Weekly and CNY Vision.

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

PRICING RECEIVED: See attached.

MWBE: Contract goals required 15% utilization for both MBE and WBE utilization. MWBE Goal Utilization paperwork is currently in progress. A waiver will be requested by the vendor if the full goal cannot be accomplished.

RECOMMENDATION: Based upon evaluation of the bid documents staff recommends contract award to United Uniforms for a five (5) year term.
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RESOLUTION TO AUTHORIZE CONTRACT AWARD
FOR SYRACUSE TRANSFER HUB JANITORIAL SERVICES 2019-2024

WHEREAS, the Central New York Regional Transportation Authority has the need for janitorial services at the Syracuse Transfer HUB; and

WHEREAS, the contract will be paid for with operating funds; and

WHEREAS, the Janitorial Services contract with Human Technologies, a NYS Preferred source, expired August 31, 2019; and

WHEREAS, all State agencies, political subdivisions and public benefit corporations (which includes most public authorities), are required to purchase approved products and services from preferred sources, and

WHEREAS, price proposals were requested from Human Technologies Corporation (HTC) and Northcoast Window Cleaning, LLC, official New York State Industries for the Disabled (NYSID) preferred source organizations in New York State, and

WHEREAS, the pricing submitted by HTC and Northcoast Window Cleaning is determined to be fair and reasonable based on the published prevailing wages rates and past pricing; 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 be authorized to enter into a contract with Human Technologies and Northcoast Window Cleaning to provide janitorial services at the Syracuse Transfer HUB for the contract period September 1, 2019 to August 31, 2024.
FACT SHEET
FOR SYRACUSE TRANSFER HUB JANITORIAL SERVICES 2019-2024

PROJECT DESCRIPTION: Provide janitorial services for the Syracuse Transfer HUB, which includes consumables. Currently Human Technologies Corporation, a NYS Preferred Source, performs the janitorial services at the ITC, Syracuse Facility, Utica Facility, Utica Transfer Hub, and Bus Shelters & Parking Lots.

METHOD OF PROCUREMENT: New York State Industries for the Disabled distributes work to Preferred Sources. Human Technologies is the Preferred Source for the Syracuse area. Northcoast Window Cleaning is located in the Rochester area. Preferred sources have the first right of refusal for services performed at New York State Agencies. Purchases from preferred sources take precedence over all other sources of supply and competitive procurement methods.

FUNDING: Services and consumables under this contract will be paid for with Operating dollars.

PRICING RECEIVED:

<table>
<thead>
<tr>
<th>COMPANY</th>
<th>PRICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Human Technologies Corporation</td>
<td>$211,521.29/annually</td>
</tr>
<tr>
<td></td>
<td>2.5% increase years 2-5</td>
</tr>
</tbody>
</table>

COMMENTS: Pricing for this contract is based on published NYS prevailing wage rates. HTC has a proven track record. Extensions for year 2-5 are optional.

MWBE: Not Applicable.

RECOMMENDATION: Staff recommends contract award to Human Technologies Corporation and Northcoast Window Cleaning, LLC, NYS Preferred Sources for janitorial services at the Syracuse Transfer HUB.
RESOLUTION TO AUTHORIZE CONTRACT AWARD
FOR RTC JANITORIAL SERVICES 2019-2024

WHEREAS, the Central New York Regional Transportation Authority has the need for janitorial services at the William F. Walsh Regional Transportation Center; and

WHEREAS, the contract will be paid for with operating funds; and

WHEREAS, the Janitorial Services contract with Human Technologies, a NYS Preferred source, expired July 31, 2019; and

WHEREAS, all State agencies, political subdivisions and public benefit corporations (which includes most public authorities), are required to purchase approved products and services from preferred sources, and

WHEREAS, price proposals were requested from Human Technologies Corporation (HTC) and Northcoast Window Cleaning, LLC, official New York State Industries for the Disabled (NYSID) preferred source organizations in New York State, and

WHEREAS, the pricing submitted by HTC and Northcoast Window Cleaning is determined to be fair and reasonable based on the published prevailing wages rates and past pricing; 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 be authorized to enter into a contract with Human Technologies and Northcoast Window Cleaning to provide janitorial services at the William F. Walsh Regional Transportation Center for the contract period August 1, 2019 to July 31, 2024.
FACT SHEET
FOR RTC JANITORIAL SERVICES 2019-2024

PROJECT DESCRIPTION: Provide janitorial services for the William F. Walsh Regional Transportation Center, which includes consumables. Currently Human Technologies Corporation, a NYS Preferred Source, performs the janitorial services at the Syracuse Facility, Syracuse Transfer Hub, Utica Facility, Utica Transfer Hub, and Bus Shelters & Parking Lots.

METHOD OF PROCUREMENT: New York State Industries for the Disabled distributes work to Preferred Sources. Human Technologies is the Preferred Source for the Syracuse area. Northcoast Window Cleaning is located in the Rochester area. Preferred sources have the first right of refusal for services performed at New York State Agencies. Purchases from preferred sources take precedence over all other sources of supply and competitive procurement methods.

FUNDING: Services and consumables under this contract will be paid for with Operating dollars.

PRICING RECEIVED:

<table>
<thead>
<tr>
<th>COMPANY</th>
<th>PRICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Human Technologies</td>
<td>$218,381.72/annually</td>
</tr>
<tr>
<td>Corporation</td>
<td>2.5% increase years 2-5</td>
</tr>
</tbody>
</table>

COMMENTS: Pricing for this contract is based on published NYS prevailing wage rates. HTC has a proven track record. Extensions for year 2-5 are optional.

MWBE: Not Applicable.

RECOMMENDATION: Staff recommends contract award to Human Technologies Corporation and Northcoast Window Cleaning, LLC, NYS Preferred Sources for janitorial services at the William F. Walsh Regional Transportation Center.
RESOLUTION TO AUTHORIZE THE PURCHASE AND INSTALLATION OF FIVE (5) COMBUSTIBLE GAS DETECTORS IN THE SYRACUSE GARAGE

WHEREAS, the Central New York Regional Transportation Authority (CNYRTA) has 100% NYSDOT grant funds in place for the purchase and installation of this equipment; and

WHEREAS, purchases of commodities from the purchasing contracts of the New York State Office of General Services is consistent with Authority, State and Federal guidelines and regulations concerning competitive procurement, provided that required Federal clauses are included in the contract; and

WHEREAS, the current New York State contract is with Siemens Industry, Inc. for the installation of Intelligent Facility and Security Systems & Solutions; and

WHEREAS, the price of $100,272.69 has been determined to be fair and reasonable based upon past purchases of similar equipment; 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 issue a purchase order to Siemens Industry, Inc. for Five (5) combustible gas detectors in the total amount of $100,272.69.
FACT SHEET
COMBUSTIBLE GAS DETECTOR INSTALLATION

PROJECT DESCRIPTION: A Combustible Gas detection system was installed in the Syracuse garage when the fleet began to be converted to Compressed Natural Gas fueled vehicles. The system was required to park the vehicles inside. The sensors deteriorate over time and lose their effectiveness and must be replaced.

ADVERTISEMENT: No Advertisement required, New York State Contract Purchase

FUNDING: 100% NYS Dedicated capital funds

PRICING RECEIVED: The pricing received is fair and reasonable based upon previous purchases of similar equipment

COMMENTS: Siemens has been a reliable and trusted contractor.

RECOMMENDATION: Staff recommends the board authorize the procurement in the amount of $100,272.69.
RESOLUTION TO AUTHORIZE AWARD OF CONTRACT WITH THE GILLIG CORPORATION FOR FIFTEEN (15) REPLACEMENT BUSES

WHEREAS, the Central New York Regional Transportation Authority (CNYRTA) receives grant funds for the purchase of buses through the Federal Transit Administration (FTA) 5307, 5339 and 5311 grant programs, Federal Highway Flex funds, NYSDOT 100% dedicated capital funds, and 10% state match to the FTA grant programs; and

WHEREAS, a request for proposal was let for a five (5) year bus procurement contract on March 30, 2015; and

WHEREAS, four (4) proposals were received by the due date of July 17, 2015; and

WHEREAS, the best proposal based upon the evaluation criteria and scoring was received from Gillig Corporation; and

WHEREAS, the price was determined to be fair and reasonable based upon comparison of the pricing received and from previous purchases; 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 issue a purchase order to the Gillig Corporation for the procurement of Fifteen (15) heavy duty transit buses in the total amount of $7,700,024.82.
BUS PROCUREMENT CONTRACT
FOR FIFTEEN (15) BUSES

FACT SHEET

PROJECT DESCRIPTION: The CNYRTA heavy duty transit bus fleet needs to be replaced on a recurring basis to keep the vehicles in a state of good repair. Due to the operating conditions in our service area, as the buses age they become increasingly difficult and expensive to maintain. The capital plan is developed to replace the vehicles once they have reached the end of their useful life. The Federal Transit Administration defines the useful life of a Heavy Duty Transit bus a 12 years or 500,000 miles, whichever comes first.

ADVERTISEMENT: New York State Contract Reporter, Mass Transit Online and Passenger Transport

FUNDING: The purchases will be funded with a combination of Federal Transit Administration and NYSDOT grant funds as they become available over the five (5) year contract.

This purchase is for Eight (8) 40 foot Heavy Duty Diesel, Four (4) 35 Foot diesel and three (3) 29’ diesel fueled transit buses to replace vehicles in Syracuse and Utica that were purchased in 2009. Funding is as follows:

Diesel 40 Ft per bus price: $483,106, plus $73,994.26 for installed equipment; Clever Cad/AVL, Mobileview Camera System, GFI Farebox.
Diesel 35 Ft per bus price: $478,518
Diesel 29 Ft per bus price: $467,715

$7,700,024.82 funded with 100% New York State Dedicated Capital Funds, Federal 5307 and 5339 grants.

PRICING RECEIVED: The pricing has been adjusted from the base contract price based upon a formula provided in the contract using the Producer Price Index (PPI).

COMMENTS: Placing the order with Gillig at this time will secure a production slot for the 15 buses to be delivered in 2021, allowing for timely replacement of the 2009 Gilligs that will have reached the end of their 12 year useful life as defined by the Federal Transit Administration.

This is the last purchase on this contract.

RECOMMENDATION: Staff recommends that the Board authorize the order of Fifteen (15) additional buses from the current contract with Gillig Corporation.
RESOLUTION TO AUTHORIZE CONTRACT AWARD FOR
AMTRAK LEASE AGREEMENT 2019-2029

WHEREAS, the William F. Walsh Regional Transportation Center (RTC) has the need to renew the National Railroad Passenger Corporation (Amtrak) Lease Agreement; and

WHEREAS, this lease contract will be a revenue earning contract, and

WHEREAS, the ABO regulations were followed, and a lease was negotiated with Amtrak 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 lease contract with Amtrak commencing November 1, 2019 for a 10-year period for Tenancy at the RTC.
FACT SHEET
AMTRAK LEASE AGREEMENT 2019-2029

PROJECT DESCRIPTION: The William F. Walsh Regional Transportation Center (RTC) has the need to renew the National Railroad Passenger Corporation (Amtrak) Lease Agreement.

FUNDING: This lease contract will be a revenue earning contract.

PRICING/LEASE COMMENTS: Amtrak is the incumbent lessee. Second Amendment includes the following negotiated information:

Minimum Rent. The annual minimum rent ("Minimum Rent") for the Leased Premises for each year of the Lease Term shall be Thirty-One Thousand Seven Hundred Twenty-Five Dollars ($31,725) ("Minimum Rent") payable in equal, consecutive monthly installments of Two Thousand Six Hundred Forty-Three Dollars and Seventy-Five Cents ($2,643.75), with a three percent (3%) increase annually.

Lesseec to Share Expense of Common Area Maintenance. Lessee shall pay to ITC, as Additional Rent, a proportionate share of ITC’s “Operating Costs” as defined in Section 8(c) and Section 8(d) of the Lease, except as modified by this Second Amendment, and which shall be calculated annually using the most recent audited financial statement of ITC’s Operating Costs from April to March of the previous twelve months. This proportionate share paid by Lessee as Additional Rent shall be an amount equal to twenty percent (20%) of Annual Operating Costs, reflective of the percentage of interior space of the Center occupied by Lessee. By way of example, in Fiscal Year ending 2019, such a share is as follows:

<table>
<thead>
<tr>
<th>2019 Annual Operating Costs</th>
<th>Lessee’s CAM Percentage</th>
<th>Annual Additional Rent</th>
<th>Monthly Additional Rent</th>
</tr>
</thead>
<tbody>
<tr>
<td>$1,172,589.70</td>
<td>20% (Interior)</td>
<td>$234,517.94</td>
<td>$19,543.16</td>
</tr>
</tbody>
</table>

Platform Maintenance Rent. The annual platform maintenance rent ("Platform Rent") rent for the Leased Premises for each year of the Lease Term shall be Fifty Thousand Dollars ($50,000) ("Platform Rent") payable in equal, consecutive monthly installments of Four Thousand, One Hundred Sixty-Six Dollars and Sixty-Six Cents ($4,166.66), with a three percent (3%) increase annually.

Total Rent. This represents a $77,620.72 increase which is 33% over the expiring lease.

M/WBE: This contract is exempt from MWBE utilization as it is a Revenue Contract.

RECOMMENDATION: It is the CNYRTA staff’s recommendation to award a lease contract to Amtrak commencing November 1, 2019 for a 10-year period for Tenancy at the RTC.
MINUTES OF THE REGULAR MEETING OF
CNY CENTRO, INC
HELD ON FRIDAY, OCTOBER 25, 2019 AT 10:00 A.M.
AT THE RTA OFFICES, 200 CORTLAND AVENUE
IN SYRACUSE, NEW YORK

MEMBERS PRESENT: BRIAN SCHULTZ (Chairman); ROBERT
CUCULICH; TINA FITZGERALD; JOSEPH
HARDICK; NICHOLAS LAINO; DONNA
REEE; LOUELLA WILLIAMS

MEMBER ABSENT: DARLENE LATTIMORE

STAFF ALSO PRESENT: RICHARD LEE (Chief Executive Officer);
CHRISTINE LoCURTO; ROBERT LoCURTO;
CHRISTOPHER TUFF; and BARRY M.
SHULMAN; STEPHEN T. HELMER and IAN
S. LUDD of counsel

The Chairman opened the CNY Centro, Inc. Board meeting, noting that a quorum was present. He announced that the next monthly Board meeting will be held on November 22, 2019 after the Audit and Finance Committee meeting.

APPROVAL OF MONTHLY MINUTES: A Motion was then made, seconded and unanimously carried as Motion No. 1330, that the Minutes of the September 27, 2019 CNY Centro, Inc. monthly Board meeting be adopted.

CHIEF EXECUTIVE OFFICER’S REPORT: Mr. Lee next gave the Chief Executive Officer’s report.

HOPE AND JUBILEE MEETING: Mr. Lee, Chris Tuff, and Steve Koegel met with Ocesa Keaton and Cherlyanne “Twiggy” Billou of the Syracuse HOPE Initiative and Jubilee Homes on September 26, 2019 to discuss how access to employment centers might be facilitated. There is a Grant in place for this purpose. Centro has established a strong relationship with these organizations benefitting many in the community. Ms. Reese asked if accessible vehicles were utilized for this program. Mr. Tuff explained to the Board that the vehicles are not being provided by Centro, but he would determine the answer to Ms. Reese’s question.

LIVERPOOL WAREHOUSE – CenterState CEO / Trammell Crow:
CenterState CEO - Rick Lee, Chris Tuff and Steve Koegel met with CenterState CEO leadership on September 30, to discuss the Trammell Crow development of the warehouse site in Liverpool. The discussion focused on The Authority’s commitment to serve the facility, preliminary review
of potential bus stop locations, and the general timetable for the project. Going forward, CenterState CEO pledged to keep the Authority informed of the project’s progress.

Trammell Crow – Chairman Schultz, Rick Lee, and Steve Koegel attended a CenterState CEO meeting at LeMoyne College on October 10, regarding the Trammell Crow development of the warehouse site in Liverpool. After Trammell Crow’s presentation Chairman Schultz and I met with their representatives to personally offer the Authority’s support and commitment to the project.

VAN ROBINSON AND MIKE ATKINS MEETING: Mr. Lee, Chris Tuff, and Steve Koegel met with former Syracuse Common Council President, Van Robinson and City Councilor Mike Atkins to discuss the need to increase transportation to employment centers, particularly the Liverpool warehouse site. He discussed several follow-up issues to be taken up at future meetings.

HUB/SYRACUSE CITY SCHOOL DISTRICT: Mr. Lee reviewed with the Board certain disturbances by Syracuse high school students. A meeting was held on October 7, 2019, with the Syracuse Police Department, the City of Syracuse School District and the ONTECH Charter School as well as the Syracuse Academy of Science Charter School to discuss them. The Board will be kept advised.

FINANCIAL REPORT: Ms. LoCurto then gave the Financial Report for CNY Centro, Inc. Thereafter, and after a full discussion, such Financial Report was adopted per Motion No. 1331, made, seconded and unanimously carried.

OPERATIONS/TRANSPORTATION REPORT: Mr. Tuff gave an Operations Report. He discussed Call-A-Bus statistics. He also gave a report on the status of the New York State Fair, in review, and plans on making a presentation at future meetings to the Board.

HONOR FLIGHT: Mr. Tuff was invited into the meeting to inform the Board about the most recent Honor Flight, taking retired veterans from the Vietnam and Korean wars, to various sights in the Washington, D.C. area. Mr. Tuff said that he and Centro were honored to have been a part of this important event. The next Honor Flight will be held May 2, 2020.

FUTURE BOARD MEETING DATES: The Chairman then distributed to the Board a list of future meeting dates for 2020. Some of these had been adjusted for holiday purposes.
There being no further business to come before the Board, the CNY Centro, Inc Board meeting was thereupon duly adjourned.

[Signature]
Chairman

ATTEST:
[Signature]
Darlene DeRosa Lattimore
Secretary
MINUTES OF THE REGULAR MEETING OF
CENTRO OF CAYUGA, INC
HELD ON FRIDAY, OCTOBER 25, 2019 AT 10:00 A.M.
AT THE RTA OFFICES, 200 CORTLAND AVENUE
IN SYRACUSE, NEW YORK

MEMBERS PRESENT:  BRIAN SCHULTZ (Chairman); ROBERT
CUCULICH; TINA FITZGERALD; JOSEPH
HARDICK; NICHOLAS LAINO; DONNA
REESE; LOUELLA WILLIAMS

MEMBER ABSENT:  DARLENE LATTIMORE

STAFF ALSO PRESENT:  RICHARD LEE (Chief Executive Officer);
CHRISTINE LoCURTO; ROBERT LoCURTO;
CHRISTOPHER TUFF; and BARRY M.
SHULMAN; STEPHEN T. HELMER and IAN
S. LUDD of counsel

The Chairman called the Centro of Cayuga, Inc. Board meeting to order, noting that a quorum was
present. He announced that the next monthly Board meeting will be held on November 22, 2019.

APPROVAL OF MONTHLY MINUTES: A Motion was then made, seconded and unanimously
carried as Motion No. 1222, that the Minutes of the September 27, 2019 Centro of Cayuga, Inc.
monthly Board meeting are adopted.

CHIEF EXECUTIVE OFFICER’S REPORT: The Chairman next called upon Mr. Lee to give the
Chief Executive Officer’s report.

FINANCIAL REPORT: Ms. LoCurto gave the Centro of Cayuga, Inc. Financial Report adoption
of which was moved, seconded and unanimously approved as Motion No. 1223.

OPERATIONS/TRANSPORTATION REPORT: Mr. LoCurto gave the Centro of Cayuga, Inc.
Operations/Transportation Report.

FUTURE BOARD MEETING DATES: The Chairman also distributed a list of future meeting
dates for 2020. Some of these have been adjusted for holiday purposes.
There being no further business to come before the Board, the Centro of Cayuga, Inc. Board meeting was thereupon duly adjourned.

[Signature]

Chairman

ATTEST:

[Signature]

Secretary

CENTRO OF CAYUGA, INC. MINUTES
MINUTES OF THE REGULAR MEETING OF
CENTRO OF OSWEGO, INC
THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY
HELD ON FRIDAY, OCTOBER 25, 2019 AT 10:00 A.M.
AT THE RTA OFFICES, 200 CORTLAND AVENUE
IN SYRACUSE, NEW YORK

MEMBERS PRESENT: BRIAN SCHULTZ (Chairman); ROBERT CUCULICH; TINA FITZGERALD; JOSEPH HARDICK; NICHOLAS LAINO; DONNA REESE; LOUELLA WILLIAMS

MEMBER ABSENT: DARLENE LATTIMORE

STAFF ALSO PRESENT: RICHARD LEE (Chief Executive Officer); CHRISTINE LoCURTO; ROBERT LoCURTO; CHRISTOPHER TUFF; and BARRY M. SHULMAN; STEPHEN T. HELMER and IAN S. LUDD of counsel

The Chairman opened the Centro of Oswego, Inc. Board meeting, noting that a quorum was present. He announced that the next monthly Board meeting will be held on November 22, 2019.

APPROVAL OF MONTHLY MINUTES: A Motion was then made, seconded and unanimously carried as Motion No. 1238, that the Minutes of the September 27, 2019 Centro of Oswego, Inc. monthly Board meeting are adopted.

CHIEF EXECUTIVE OFFICER’S REPORT: Mr. Lee was called upon to give the Chief Executive Officer’s report.

FINANCIAL REPORT: Ms. LoCurto gave the Centro of Oswego, Inc. Financial Report adoption of which was moved, seconded and unanimously approved as Motion No. 1239.

OPERATIONS/TRANSPORTATION REPORT: Mr. LoCurto next gave the Centro of Oswego, Inc. Operations/Transportation Report.

FUTURE BOARD MEETING DATES: The Chairman also distributed to the Board a list of future meeting dates for 2020. Some of these have been adjusted for holiday purposes.
There being no further business to come before the Board, the Centro of Oswego, Inc. Board meeting was thereupon duly adjourned.

[Signature]
Chairman

ATTEST:

[Signature]
Secretary

CENTRO OF OSWEGO, INC. MINUTES
MINUTES OF THE REGULAR MEETING OF
CENTRO OF ONEIDA, INC
HELD ON FRIDAY, OCTOBER 25, 2019 AT 10:00 A.M.
AT THE RTA OFFICES, 200 CORTLAND AVENUE
IN SYRACUSE, NEW YORK

MEMBERS PRESENT: BRIAN SCHULTZ (Chairman); ROBERT CUCULICH; TINA FITZGERALD; JOSEPH HARDICK; NICHOLAS LAINO; DONNA REESE; LOUELLA WILLIAMS

MEMBER ABSENT: DARLENE LATTIMORE

STAFF ALSO PRESENT: RICHARD LEE (Chief Executive Officer); CHRISTINE LoCURTO; ROBERT LoCURTO; CHRISTOPHER TUFF; and BARRY M. SHULMAN; STEPHEN T. HELMER and IAN S. LUDD of counsel

The Chairman called the Centro of Oneida, Inc. Board meeting to order, noting that a quorum was present. The next meeting will be held on November 22, 2019.

APPROVAL OF MONTHLY MINUTES: A Motion was then made, seconded and unanimously carried as Motion No. 365, that the Minutes of the September 27, 2019, Centro of Oneida, Inc. monthly Board meeting be approved.

CHIEF EXECUTIVE OFFICER’S REPORT: The Chairman next called upon Mr. Lee to give the Chief Executive Officer’s report.

FINANCIAL REPORT: Ms. LoCurto next gave the Financial Report, adoption of which was moved, seconded and unanimously approved as Motion No. 366.

CENTRO ONEIDA MEDICAL PLAN RENEWAL: Ms. Musengo presented a Motion with regard to renewing the Medical plan with Excellus. The increase this year is 12%, but there was no increase last year, so pro-rata increase for Blue Cross Blue Shield equals 6% for the immediate past 2 years. Costs will increase $3.79 for single coverage for employees, $7.52 for double coverage and $9.77 for family coverage per week. The increase will commence on January 1, 2020.

OPERATIONS/TRANSPORTATION REPORT: Mr. Laino then gave the Centro of Oneida, Inc. Transportation Report. He noted commercial development sites growing in Oneida County. There then ensued a discussion into obtaining more detail for developing Oneida County projects as well as how to provide Centro of Oneida transportation assistance for them.
FUTURE BOARD MEETING DATES: The Chairman also distributed a list of future meeting dates for 2020. A few of these have been adjusted for holiday purposes.

There being no further business to come before the Board, the Centro of Oneida, Inc. Board meeting was thereupon duly adjourned.

[signature]
Chairman

ATTEST:
[signature]
Secretary
MINUTES OF THE REGULAR MEETING OF
THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY
AUDIT AND FINANCE COMMITTEE
HELD ON FRIDAY OCTOBER 25, 2019 AT 9:30 A.M.
THE RTA OFFICES, 200 CORTLAND AVENUE
IN SYRACUSE, NEW YORK

MEMBERS PRESENT: BRIAN SCHULTZ (Chairman); ROBERT
CUCULICH; TINA FITZGERALD; JOSEPH
HARDICK; NICHOLAS LAINO; DONNA
REESE; LOUELLA WILLIAMS

MEMBER ABSENT: DARLENE LATTIMORE

STAFF ALSO PRESENT: RICHARD LEE (Chief Executive Officer);
CHRISTINE LoCURTO; ROBERT LoCURTO;
LINDA BIATA; MELISSA BRIM; JOSEPH
DeGRAY; NATHAN DOW; MICHAEL
FITZGIBBONS; GEOFF HOFF; STEVEN
KOEGEL; CAROL LOMBARDO; CAITLIN
MacCOLLUM; LILA MacDOWELL; EJ
MOSES; JACKIE MUSENGO; SUZANNA
SHEARD; CHRISTOPHER TUFF; and
BARRY M. SHULMAN; STEPHEN T.
HELMER and IAN S. LUDD of counsel

The Chairman opened the Audit and Finance Committee meeting, noting that a quorum was
present. The next monthly Audit and Finance Committee meeting will be held November 22, 2019
at 9:30 A.M.

FINANCIAL REPORT: Ms. LoCurto gave the Financial Report. She first discussed the Balance
Sheet. The Authority is able to meet short term obligations. Cash balances continue to require
careful review and action. Mr. Lee is involved in making the Authority’s cash position known to
Authority funders, in order to maintain and provide adequate levels of income and cash. Mr. Laino
further commented on this and the difficulties cumulative failures could cause. The level of STOA
receipts will not be enough to fund the Authority and its needs. Currently, short term borrowing is
at zero. Receivables are at 2.9 million dollars. 2.2 million dollars of these are payable in 30 days.
Ms. LoCurto feels that the Receivables status is excellent. The quick Ratio is 1.61, an improvement
from 1.47 in March of 2018, portraying the Authority’s Current Assets balance.

With regard to the Profit and Loss Statement, Ms. LoCurto observed that operating income is on
budget as are advertising and other such revenues. Many revenues are excellent including school
district contracts. Worker’s Compensation revenues are holding, but medical costs are increased.
There then ensued a discussion with regard to Workers Compensation balances and the excellent
job Brown and Brown is doing under the guidance of Ms. Musengo, allowing for cash needs of
the Workers Compensation program to be reduced. Mr. Laino explored with Ms. LoCurto, the
final settlement of certain long-term Workers Compensation claims. Risk Management reserves are under control. Mr. LoCurto discussed fuel costs.

Ms. Fitzgerald wondered why the revenues of the Authority are less than other Authorities in New York State. Ms. LoCurto explained that a major part of the funding of the Authority is construction based, through the mortgage tax. There is far less mortgage tax revenue at the Authority than any other Authority in New York State, all of which have similar programs. Ms. LoCurto then reviewed the 17-A report contents and GAAP requirements.

State Fair revenue programs were likewise discussed.

Ms. LoCurto then reviewed other aspects of the Financial Report. Adoption of the Consolidated Statement of Revenues and Expenditures was then moved seconded and unanimously carried a Motion was sent to the Board for approval.

CENTRO ONEIDA MEDICAL PLAN RENEWAL: Ms. Musengo presented a Motion with regard to renewing the Medical plan with Excellus. The increase this year is 12%, but there was no increase last year, so pro-rata increase for Blue Cross Blue Shield equals 6% for the immediate past 2 years. Costs will increase $3.79 for single coverage for employees, $7.52 for double coverage and $9.77 for family coverage per week. The increase will commence on January 1, 2020. Thereafter and upon Motion made, seconded and unanimously carried a Motion approving the Centro of Oneida Medical Plan was sent to the Board for approval.

EMPLOYEE UNIFORMS: Ms. MacCollum presented a Resolution for Employee Uniforms. The lowest responsive and responsible bidder was United Uniforms. During discussion, Ms. Reese explored the degree to which employees are involved in the design of their uniforms. A prior contract with another vendor was dependent on certain conditions not met. A contingent award was made last month to a Zink Screen Printing & Design, however the conditions were not met and therefore the vendor was deemed non-responsible. Thereafter and upon Motion made, seconded and unanimously carried a Resolution approving of such purchase of employee uniforms was sent to the Board for approval.

JANITORIAL SERVICES AT THE SYRACUSE HUB: Ms. MacCollum next presented a Resolution for Janitorial services at the Syracuse HUB to be provided by Human Technologies Corp. and Northcoast Window Cleaning, LLC, New York State Preferred Sources. The current contract expired July 31, 2019. There is a modest increase in costs. A waiver from MBE goals is being requested. An award to Human Technologies and Northeast Window Cleaning was sent to the Board for approval.

JANITORIAL SERVICES AT THE SYRACUSE RTC: Ms. MacCollum next presented a Resolution with regard to janitorial services at the Regional Transportation Center. Services will be provided by Human Technologies and Northeast Window Cleaning, again State Preferred Sources. Thereafter and upon further discussion a Motion was unanimously adopted and sent to the Board recommending approval.

PURCHASE GILLIG BUSES: Mr. Moses was invited into the meeting to discuss a Resolution with regard to the purchase of buses pursuant to an existing contract with Gillig. After discussion
with regard to the need for these buses, a Motion was made, seconded and unanimously carried as a Resolution annexed to the Minutes authorizing the purchase of buses per the Gillig contract, and was sent to the Board for final approval. These buses are purchased off of a Grant in place. This purchase is for 15 heavy duty transit buses in the total amount of $7,720,024.82.

PURCHASE OF REPLACEMENT COMBUSTIBLE GAS DETECTORS: Mr. Moses next presented a Resolution with regard to the purchase of Replacement Combustible Gas Detectors. The sensors deteriorate over time and lose effect and must be replaced. Mr. Moses explained this Proposal, the purchase for which was then approved a Resolution unanimously carried and sent to the Board for approval. These items are being purchased off of a New York State contract and are from 100% New York State designated capital funds. This system was installed in the Syracuse garage when the fleet first began to fuel engines with Compressed Natural Gas.

AMTRAK LEASE: Mr. Lee then presented a Resolution regarding the proposed Amtrak lease at the RTC. Mr. Lee was pleased to present this Resolution to the Board. It was a long time in its creation. Mr. Lee congratulated the team that worked on this project including Ms. LoCurto, Ms. Spraker, Ms. MacCollum, Ms. Brim and Mr. Ludd. Thereafter and upon further discussion a Motion was unanimously adopted and sent to the Board recommending approval.

With no further business to come before the CNYRTA Audit and Finance Committee meeting was thereupon duly adjourned.

[Signature]
Chairman

[Signature]
Secretary

AUDIT AND FINANCE COMMITTEE MEETING MINUTES