MINUTES OF THE REGULAR MEETING OF
THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY
HELD ON FRIDAY, MARCH 22, 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; DARLENE
LATIMORE; DONNA REESE; LOUELLA
WILLIAMS

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

The Chairman opened the meeting, noting that a quorum was present. He announced that the next
Authority Board meeting will be held on April 26, 2019. The Pension Committee meeting will be
held at 9:00 a.m., the Governance Committee meeting at 9:30 a.m. and immediately thereafter, the
Audit and Finance Committee meeting, followed by the Board meeting.

APPROVAL OF MONTHLY MINUTES: A Motion was then made, seconded and unanimously
carried as Motion No. 2367, that the Minutes of the February 22, 2019, 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.

NEW YORK STATE BUDGET / LEGISLATIVE MEETINGS: The New York State Budget
continues to be negotiated between the Senate, the Assembly and the Governor. There will be a
hearing this afternoon conducted by the NYS Assembly and NYS Senate at Onondaga Community
College with regard to adequate appropriations for the needs of the Authority amongst other
governmental agencies, into the future. So far, increased STOA dollars are diminishing the
Authority budget deficit from $3.5m to $1.7m. It is hoped, however, that the balance of the deficit
will also be covered by additional New York State STOA monies. Mr. Lee wished to thank all the
members of the Authority Financial staff who worked so diligently preparing the budget and
financial presentations.

NYPTA TRANSIT AWARENESS DAY: On February 26, 2019, Mr. Lee attended the NYPTA
Transit Awareness Day along with other CEO’s from across New York State. Meetings were held
with the Chairs of the Senate and the Assembly Transportation Committees as well as staff
members of Governor Andrew Cuomo’s Office. Mr. Lee extended special credit to Assemblyman
Magnarelli for his efforts securing adequate moneys for the Authority.
NYPTA SIGN-ON LETTER: NYPTA members across New York State were also asked to recruit supporters of public transportation to sign-on a letter to Governor Cuomo, Speaker Heastie, and Majority Leader Cousins, seeking to secure needed financial support. Mr. Lee provided fifteen organizations to sign on the letter. That is a great showing of support for Centro in our community.

SELF-EVALUATIONS: Mr. Lee reminded the Board Members that their self-evaluation questionnaires are due to be returned by the April 26 Board Meeting for compilation prior to being forwarded on to the Authorities Budget Office in Albany.

UPSTATE TRANSIT PROPERTIES MEETING: On March 12, 2019, Centro hosted a meeting attended by the other three upstate transit properties; Albany, Buffalo and Rochester. Separate sessions were held on Safety/Security, coordinated by Michael Walsh. The agenda included issues of transit hub security, TSA reviews, security problems with students, workplace and bus operations safety, accident prevention and a system-wide transit hub ban process. Jackie Musengo coordinated the Human Resources session which focused on workers compensation, culture and diversity in the workplace, recruitment, substance abuse procedures, wellness programs, annual employee training, health plan designs and performance management systems. The meetings were beneficial to all companies and a good networking opportunity, as well as providing an extremely productive day.

AUDIT AND FINANCE COMMITTEE: The Chairman next called upon Mr. Laino, Chair of the Audit and Finance Committee to give its report from a meeting, held earlier this morning.

FINANCE REPORT: Mr. Laino stated that the first item of business was a Finance Report given by Ms. LoCurto. After 11 months, operations are approximately $390k to the good. Revenues are down $336k. Passenger revenues are largely the cause of this. Mortgage recording tax monies are below budget. It is too early to project how the fiscal year will end. Mr. Schultz questioned whether the insurance reserve is presented in this financial report. It is not. Thereafter, and upon recommendation of the Audit and Finance Committee, Motion was duly made, seconded and unanimously carried, that the Consolidated Statement of Revenues and Expenditures be approved as Motion No. 2368.

FINAL BUDGET AND FINANCIAL PLAN FOR FISCAL YEAR 2019-2020: Ms. LoCurto then provided an analysis of the Final Budget and Financial Plan for Fiscal Year 2019-2020, as previously distributed to all Board members. She then discussed the final Budget in detail. Her hope is that requested and needed additional STOA monies become a reality. She reviewed the changes in the preliminary budget against that reported to the Board in November 2018 and reviewed various items in the 2020 Budget. She reminded the Board of how the Accounting Staff deals with a zero-based analysis. She compared estimates against actuals. She further reviewed unfunded capital projects. All financial staff throughout the state are waiting for the Governor’s Executive Budget results. The Budget presentation does not include additional STOA monies until formally granted. At this time, she continues to project a loss of $3.5m. Ms. LoCurto then thanked her financial staff by name and congratulated them before the Board.

Thereafter, and upon a motion duly made, seconded and unanimously carried as recommended at the Audit and Finance Committee meeting, the Final Budget and Financial Plan for Fiscal Year 2018-2019, was adopted and approved as Motion No. 2369.

CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY MINUTES
RESOLUTION – STOCK ROOM RENOVATION PROJECT: Mr. Moses was invited into the meeting to present, as he had at the Audit and Finance Committee meeting, a Resolution for the Syracuse garage stock room renovation. This Resolution was approved by the Audit and Finance Committee. It includes modular offices, stock room renovations and the like as presented by Mr. Moses. A contract for this renovation project is paid for with 100% dedicated New York State Capital Funds. It was awarded to Mullen Industrial Handling Corp., in the amount of $136,500 contingent upon completion of an MWBE process. Thereafter, Resolution No. 2386, annexed to these Minutes, was then moved, seconded and unanimously adopted.

RESOLUTION – SECTION 5311 OPERATING NYSDOT CONTRACT NUMBER COO4072: Mr. Moses then submitted a Resolution to the Board, which had been reviewed and approved and by the Audit and Finance Committee. Its purpose was to approve Section 5311 operating monies pursuant to NYSDOT contract number COO4072, providing $344,k in Federal Section 5311 Funds for the payment of mass transportation operating costs in Oswego and Onondaga County rural areas as operating assistance. This Resolution, annexed to these Minutes, was then moved, seconded, and unanimously adopted as Resolution No. 2387.

RESOLUTION – 5307 AND 5339 GRANT APPLICATIONS: Mr. Moses then presented to the Board, as he had in the Audit and Finance Committee meeting a Resolution to execute and file 5307 and 5339 Grant Applications. Mr. Moses had previously distributed a fact sheet to the Board itemizing the projects for which these monies flow. Dealing with capital assistance, supervisory and support vehicles, replacement bus shelters, upgraded computer operating software, replacement of transit buses and engineering for the RTC rail platform replacement. In Oneida county this application also provides for Section 5307 operating assistance for Centro of Oneida, Inc., capital assistance for replacement paratransit vehicles and replacement transit vehicles. It also includes preventative maintenance monies. The total of this application is approximately $17.7m. Thereafter and upon Motion duly made, Resolution No. 2388, was then moved, seconded and unanimously adopted.

Mr. Moses was excused from the meeting.

RESOLUTION – EMPLOYEE UNIFORMS: Ms. Spraker was invited into the meeting to discuss a Resolution for employee uniforms. Per negotiated union contract, drivers pay 50% of their uniform cost. This contract is paid for using operating funds. MWBE goal utilization is currently in progress of approval with waivers requested if the full goal cannot be accomplished. The successful proposer is Direct Promotions. Thereafter and upon motion duly made, seconded and unanimously approved Resolution No. 2389, was awarded and annexed to these Minutes.

RESOLUTION – AWARD FOR MINIVAN SERVICES: Ms. Spraker then presented a Resolution with regard to minivan and sedan services, occasioned by Able Transportation having gone out of business. The 5-year contract is for specialized transportation services. There are two successful Bidders, Blue Chip Transportation for sedan services, and Parvenu Transportation for minivan services. These contracts commence April 1, 2019. The rate per hour for each had been previously distributed to the Board for review. Thereafter and upon motion duly made, seconded and unanimously approved Resolution No. 2390, annexed to these Minutes.
RESOLUTION – 7-PASSENGER AND MINIVAN SERVICES: Ms. Spraker next presented a Resolution to authorize a contract award for specialized transportation for 7-passenger and minivan services for years 2019-2024. The successful Proposer for this contract, paid for with operating funds, is Band Aid Personal Care Service. The contract commences on April 1, 2019. Thereafter and upon motion duly made, seconded and unanimously approved Resolution No. 2391, annexed to these Minutes and providing for such services was duly adopted.

RESOLUTION – TRANSIT ADVERTISING SERVICES: Ms. Spraker then presented to the Board a Resolution with regard to transit advertising services from 2019-2024. A lengthy discussion was held with regard to Lamar Transit Advertising’s excellent service and revenues it has brought to the Authority. Mr. Lee has reviewed how guarantees have increased from an early level of $300k per year to the current amount of $700k. It has been an excellent contractor. An analysis of pricing previously had been presented to the Board. MWBE utilization is currently in progress. The contract is for a period of 5-years, commencing April 1, 2019. Thereafter, and upon Motion duly made seconded and unanimously carried as Resolution No. 2392, such transit advertising services contract was adopted and annexed to these Minutes.

Ms. Spraker was then excused from the meeting.

RESOLUTION – BUS SHELTER AND PARKING LOTS JANITORIAL SERVICES: Ms. MacCollum was invited into the meeting to present, as she had in the Audit and Finance Committee meeting, a Resolution to the Board with regard to bus shelter and parking lots janitorial services to be provided by Human Technologies Corp., a New York State Preferred Source. Thereafter, and upon recommendation of the Audit and Finance Committee, a Motion was duly made, seconded and unanimously carried to authorize a 5-year contract with HTC for Bus Shelter and Parking Lot Janitorial Services to commence on April 1, 2019, as Resolution No. 2393, annexed to these Minutes.

RESOLUTION – SYRACUSE FACILITY JANITORIAL SERVICES: Ms. MacCollum next presented a Resolution to the Board with regard to janitorial services at the Syracuse facility, to be provided by Human Technologies Corp., a New York State Preferred Source. The pricing for this contract is based on published New York State prevailing wage rates. Thereafter, and upon recommendation of the Audit and Finance Committee, a Motion was duly made, seconded and unanimously carried to authorize a 5-year contract with HTC for Syracuse facility Janitorial Services to commence on April 1, 2019, as Resolution No. 2394, annexed to these Minutes.

RESOLUTION – UTICA FACILITY JANITORIAL SERVICES: Ms. MacCollum next presented a Resolution with regard to janitorial services at the Utica facility to be provided by Human Technologies Corp., a New York State Preferred Source. The pricing for this contract is based on published New York State prevailing wage rates. Thereafter, and upon recommendation of the Audit and Finance Committee, a Motion was duly made, seconded and unanimously carried to authorize a 5-year contract with HTC for Utica facility Janitorial Services to commence on April 1, 2019, as Resolution No. 2395, annexed to these Minutes.

Ms. MacCollum was then excused from the meeting.
WORKERS COMPENSATION PROGRAM UPDATE: Ms. Musengo was invited into the meeting to provide the Board, in an informational session, with an update since the last Board Meeting of the Workers Compensation program. Ms. Musengo mentioned the Brown & Brown presentation at last month’s Board Meeting and the steps which Centro has taken to reduce worker’s compensation costs. Traveler’s has considered the efforts Centro has incorporated over the last seven months and deferred $186,281 for one year of the $602,504 owed for cash collateral. Therefore, Centro will owe $416,223 of which Traveler’s has agreed to offer four installments over the next four months for payment. She was extremely grateful for the efforts of Carmen Brienza and supportive of the initiatives taken in the worker’s compensation program.

STAFF CHANGES: Mr. Lee then announced a number of staff changes at the Authority, dealing primarily with retirements and promotions. Michael Walsh and David Ryan were invited into the Meeting. Both are going to continue to be consultants for the Authority, upon retiring. Mr. Walsh has worked at the Authority for 10 years and Mr. Ryan for 38 ½ years. The Board applauded both for their years of excellent and dedicated service.

Christopher Tuff will be promoted to Director of Operations, reporting to Joseph DeGray and Rob LoCurto.

Kevin Perrin will assume the security duties previously handled by Mr. Walsh. He will report to Jackie Musengo.

Timothy Sinclair will transfer to Syracuse as Manager of Subsidiary Operations, reporting to Christopher Tuff.

E.J. Moses will be promoted to Director of Facilities, reporting to Rob LoCurto. Mr. Moses will transition his grant management responsibilities over a period of time. He has worked at the Authority for over 31 years.

Jackie Musengo will be promoted to Vice President of Human Resources.

All above changes are effective April 1, 2019.

The Chairman also announced that Jeremy Smith has been designated by the Union to be its representative for the Board. Proper notice is going to Governor Cuomo for his recommendation. The Board will be kept informed on this.

OPERATIONS / TRANSPORTATION REPORT: Mr. Tuff then gave the Operations / Transportation Report.

CUMMINS ENGINES: Mr. Tuff invited Geoff Hoff to speak and bring the Board up-to-date on steps being undertaken to improve Cummins ISL-G Engines in the 1700 series buses. The problem is that the engines utilize too much oil. Mr. Laino asked if the corporate level at Cummins Engine were helping in this process. They are. Cummins is involved in the cure as is Gillig Transit Bus Manufacturing. Mr. Laino cautioned the staff as to keeping good logs and recording everything as protection should litigation occur.
NEW YORK STATE FAIR: Mr. Tuff next gave a report to the Board regarding the New York State Fair and improvements that can be anticipated this year. Park-n-Ride Lots will be in full force and effect as in last year. Meetings are being held with the Fair representatives, the New York State Department of Transportation and the New York State Troopers. One of the goals is to make the process user-friendly. It is now confirmed that our Park-N-Ride location at the fairgrounds for pickup and drop off will be moved to the Grey Lot for the 2019 event. Plans for the lay-out of the Grey Lot will look similar to the Syracuse Hub. Buses will no longer have to backout. This area will be the pickup drop off area for all Charter Buses as well. We are currently working with the Fair on final design details. Ms. Reese asked to be included throughout the process to see if the plans are adequate from a safety and security prospective for the disabled community. Mr. Lee and Mr. Tuff will convey her concerns to Mr. Troy Waffner, NYS Fair Director in the near future. Mr. Tuff also mentioned that NYSDOT will be moving forward with the Orange Lot Phase 2 plans. The completion of the project is scheduled for 2020.

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

Chairman

ATTEST:

Secretary

CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY MINUTES
RESOLUTION TO AUTHORIZE CONTRACT AWARD
FOR THE PURCHASE AND INSTALLATION
OF MODULAR OFFICES, MEZZANINE AND SHELVING
IN SYRACUSE GARAGE STOCKROOM

WHEREAS, the Central New York Regional Transportation Authority (CNYRTA) has a need to
renovate and improve the stockroom in the Syracuse garage; and

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

WHEREAS, the Invitation to Bid was publicly let on January 18, 2019, and

WHEREAS, three (3) bids were received on February 20, 2019, with the low responsive and
responsible bid from Mullen Industrial Handling Corp. in the amount of $136,500.00; 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, 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 a contract with Mullen Industrial Handling Corp., in
the amount of $136,500.00, contingent upon completion of MWBE process.
RESOLUTION AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO ENTER INTO GRANT AGREEMENT CONTRACT # C004072 WITH THE NEW YORK STATE DEPARTMENT OF TRANSPORTATION

WHEREAS, the Central New York Regional Transportation Authority (CNYRTA) has received a funding commitment from New York State for $344,000 in federal Section 5311 funds for payment of costs of mass transportation operating assistance in Oswego County and Onondaga County per the attached Project Agreement Schedule A;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MEMBERS OF THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY, that the Chief Executive Officer is authorized to enter into a grant contract with New York State under contract #C004072, in the amount of $344,000.
RESOLUTION CERTIFICATION

I, Brian M. Schultz, Chairman of the Central New York Regional Transportation Authority, do hereby certify that the attached resolution is a true and correct copy of a resolution adopted by the Central New York Regional Transportation Authority on March 22, 2019, and of the whole thereof, and that same is a true and correct copy of said resolution as same appears in the original minutes of the meeting of the Central New York Regional Transportation Authority held on March 22, 2019.

Brian M. Schultz
Chairman

STATE OF NEW YORK  
COUNTY OF ONONDAGA  

On this 22th day of March, 2019 before me personally came Brian M. Schultz, to me known, who being by me duly sworn, did depose and say that he/she resides at 407 Maple Dr. Fayetteville, NY; that he/she is the Chairman of the Central New York Regional Transportation Authority, as described in and who executed the forgoing instrument; and that he/she duly acknowledged to me that he/she executed the same.

Carol Ann Pontello Lombardo
Notary Public

(SEAL)
RESOLUTION NO. 2388
DATE: March 22, 2019

AUTHORIZING RESOLUTION FOR SECTION 5339 AND 5307 GRANT PROGRAM

RESOLUTION AUTHORIZING THE FILING OF (AN) APPLICATION WITH THE DEPARTMENT OF TRANSPORTATION, UNITED STATES OF AMERICA, FOR A SECTION 5307 (CMAQ and STP) GRANT UNDER THE URBAN MASS TRANSPORTATION ACT OF 1964, AS AMENDED.

WHEREAS, the Secretary of Transportation is authorized to make grants for a mass transportation program of projects;

WHEREAS, the contract for financial assistance will impose certain obligations upon the applicant, including the provision by it of the local share of the project costs in the program:

WHEREAS, the Authority will follow the terms and conditions included in the new FTA Master Agreement;

WHEREAS, it is required by the U.S. Department of Transportation in accord with the provisions of Title VI of the Civil Rights Act of 1964, that in connection with the filing of an application for assistance under the Urban Mass Transportation Act of 1964, as amended, the applicant give an assurance that it will comply with Title VI of the Civil Rights Act of 1964 and the U.S. Department of Transportation requirements there under; and

WHEREAS, It is the goal of the applicant that minority business enterprise be utilized to the fullest extent possible in connection with these projects, and that definite procedures shall be established and administered to ensure that minority business shall have the maximum construction contracts, supplies, equipment contracts, or consultant and other services.

WHEREAS, the Authority is participating in a FTA pilot program to file this, and all future grant applications electronically;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY:

(1) That the Chief Executive Officer or his designee is authorized to execute and file an application on behalf of the Central New York Regional Transportation Authority with the U.S. Department of Transportation to aid in the financing of capital and operating assistance projects pursuant to Section 9 of the Urban Mass Transportation Act of 1964, as amended.
(2) That the Chief Executive Officer or his designee is authorized to execute and file with such applications an assurance of any other document required by the U.S. Department of Transportation effectuating the purposes of Title VI of the Civil Rights Act of 1964.

(3) That the Chief Executive Officer or his designee is authorized to furnish such additional information as the U.S. Department of Transportation may require in connection with the application for the project.

(4) That the Chief Executive Officer or his designee is authorized to set forth and execute affirmative minority business policies in connection with the project’s procurement needs.

(5) That the Chief Executive Officer or his designee is authorized to execute grant agreements on behalf of the Central New York Regional Transportation Authority with the U.S. Department of Transportation for aid in the financing of the operating and capital assistance projects.
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 January 28, 2019, and

WHEREAS, forty-four (44) bid packages were sent out, twenty (20) of which were sent to a NYS certified M/WBE firms, three (3) of which were sent to a NYS certified SDVOB firms, eight (8) of which were sent to federally certified DBE firms, and twenty-three (23) additional bid packages were requested, and

WHEREAS, four (4) bids were received on February 20, 2019 with the lowest responsive and responsible bid received from Direct Promotions,

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 Direct Promotions for Employee Uniforms. The contract would commence on April 1, 2019.
RESOLUTION TO AUTHORIZE CONTRACT AWARD FOR
SPECIALIZED TRANSPORTATION - MINIVAN & SEDAN SERVICES A 2019-2024

WHEREAS, the Central New York Regional Transportation Authority has the need for Specialized Transportation Services - Minivan & Sedan Services; and

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

WHEREAS, the Invitation to Bid was publicly let January 28, 2019, and

WHEREAS, thirteen (13) bid packages were sent out, six (6) of which were sent to a NYS certified M/WBE firms, three (3) of which were sent to Federally certified DBE firms, and seven (7) additional bid packages were requested, and

WHEREAS, four (4) bids were received on February 21, 2019 with the lowest responsive and responsible bids received from Blue Chip Transportation for Sedan Services and Parvenu Transportation for Minivan Services,

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 Blue Chip Transportation for Sedan Services and Parvenu Transportation for Minivan Services. The contract would commence on April 1, 2019.
RESOLUTION TO AUTHORIZE CONTRACT AWARD FOR SPECIALIZED TRANSPORTATION - 7 PASSENGER & MINIVAN SERVICES A 2019-2024

WHEREAS, the Central New York Regional Transportation Authority has the need for Specialized Transportation Services - 7 Passenger & Minivan Services; and

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

WHEREAS, the Invitation to Bid was publicly let January 28, 2019, and

WHEREAS, thirteen (13) bid packages were sent out, six (6) of which were sent to a NYS certified M/WBE firms, three (3) of which were sent to Federally certified DBE firms, and ten (10) additional bid packages were requested, and

WHEREAS, two (2) bids were received on February 21, 2019 with the lowest responsive and responsible bid received from Band Aid Personal Care Service,

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 Band Aid Personal Care Service for Specialized Transportation - 7 Passenger & Minivan Services. The contract would commence on April 1, 2019.
RESOLUTION TO AUTHORIZE CONTRACT AWARD
FOR TRANSIT ADVERTISING SERVICES 2019-2024

WHEREAS, the Central New York Regional Transportation Authority (CNYRTA) has a need to hire a qualified sales representative to maximize advertising sales on its buses, shelters and properties; and

WHEREAS, the Request for Proposal was publicly let on January 28, 2019, and

WHEREAS, one hundred twenty-three (123) proposal packages were sent out, ninety-two (92) of which were sent to a NYS certified M/WBE firms, five (5) of which were sent to a NYS certified SDVOB firms, twenty (20) of which were sent to federally certified DBE firms, and forty-two (42) additional bid packages were requested, and

WHEREAS, two proposals were received on March 1, 2019 from Lamar Transit Advertising and Gateway Outdoor Advertising; and

WHEREAS, an evaluation of the proposals was performed according to the criteria set forth within the RFP; and staff determined that Lamar Transit Advertising proposed a greater opportunity to maximize revenue from transit advertising and is deemed, based on their proposal and as incumbent contractor status, to be a firm capable of again providing these services; and

WHEREAS, the staff of the 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 the CNYRTA, or its subsidiaries, and no other officer, employee or agent of the 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 of the Central New York Regional Transportation Authority or his designee be authorized to execute a contract for Transit Advertising Services with Lamar Transit Advertising for five years commencing April 1, 2019.
RESOLUTION TO AUTHORIZE CONTRACT AWARD
FOR BUS SHELTERS & PARKING LOTS JANITORIAL SERVICES 2019-2024

WHEREAS, the Central New York Regional Transportation Authority has the need for janitorial services for Bus Shelters and Parking Lots; and

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

WHEREAS, the Janitorial Services contract with Human Technologies, a NYS Preferred source, expires March 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, a price proposal was requested from Human Technologies Corporation (HTC), an official New York State Industries for the Disabled (NYSID) preferred source organization in New York State, and

WHEREAS, the price submitted by HTC 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 to provide janitorial services for Bus Shelters and Parking Lots for the contract period April 1, 2019 to March 31, 2024.
RESOLUTION TO AUTHORIZE CONTRACT AWARD
FOR SYRACUSE FACILITY JANITORIAL SERVICES 2019-2024

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

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

WHEREAS, the Janitorial Services contract with Human Technologies, a NYS Preferred source, expires March 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, a price proposal was requested from Human Technologies Corporation (HTC), an official New York State Industries for the Disabled (NYSID) preferred source organization in New York State, and

WHEREAS, the price submitted by HTC 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 to provide janitorial services at the Syracuse Facility for the contract period April 1, 2019 to March 31, 2024.
RESOLUTION TO AUTHORIZE CONTRACT AWARD
FOR UTICA FACILITY JANITORIAL SERVICES 2019-2024

WHEREAS, the Central New York Regional Transportation Authority has the need for janitorial services for the Utica Facility; and

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

WHEREAS, the Janitorial Services contract with Human Technologies, a NYS Preferred source, expires March 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, a price proposal was requested from Human Technologies Corporation (HTC), an official New York State Industries for the Disabled (NYSID) preferred source organization in New York State, and

WHEREAS, the price submitted by HTC 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 to provide janitorial services at the Utica Facility for the contract period April 1, 2019 to March 31, 2024.
MINUTES OF THE REGULAR MEETING OF
CNY CENTRO, INC
HELD ON FRIDAY, MARCH 22, 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; DARLENE
LATTIMORE; DONNA REESE; LOUELLA
WILLIAMS

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

The Chairman called the CNY Centro, Inc. Board meeting to order, noting that a quorum was
present. The next monthly Board meeting will be held on April 26, 2019.

APPROVAL OF MONTHLY MINUTES: A Motion was then made, seconded and unanimously
carried as Motion No. 1317, that the Minutes of the February 22, 2019, CNY Centro Inc Board
meeting be approved.

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

SYRACUSE COMMON COUNCIL MEETING: Mr. Lee met with Syracuse Common Councilors
Michael Green and Joseph Driscoll to discuss Centro services within the Syracuse Community as
well as Centro’s financial status. They toured the facility, and both are supportive of Centro and
the services provided to Syracuse and Onondaga County.

UPSTATE TRANSIT PROPERTIES MEETING: Centro hosted a meeting attended by the other
three upstate transit properties; Albany, Rochester and Buffalo. This was held on Tuesday, March
12, 2019. The meeting broke up into separate sessions on issues such as safety, security, human
resources and the like. Mr. Lee discussed what each meeting covered as well as the name of the
Centro staff member in charge. The meetings were very beneficial to all companies and a good
networking opportunity, as well as being an extremely productive day.

FINANCIAL REPORT: Ms. LoCurto then gave the Financial Report which was moved, seconded,
and unanimously approved as Motion No. 1318.

OPERATIONS / TRANSPORTATION REPORT: Mr. Tuff gave the Operations / Transportation
Report.
It regarded the New York State Fair and improvements that can be anticipated this year. Park-n-Ride Lots will be in full force and effect as in last year. Meetings are being held with the Fair representatives, the New York State Department of Transportation and the New York State Troopers. One of the goals is to make the process safe, secure and user-friendly. Ms. Reese asked to be included throughout the process to see if the plans are adequate from a safety and security prospective for the disabled community. Mr. Lee stated that he would follow up on Ms. Reese suggestions.

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

Chairman

ATTEST:

Darlene L. Pettitmore

Secretary
MINUTES OF THE REGULAR MEETING OF
CENTRO OF CAYUGA, INC
HELD ON FRIDAY, MARCH 22, 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; DARLENE
LATTIMORE; DONNA REESE; LOUELLA
WILLIAMS

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

The Chairman called the Centro of Cayuga, Inc. Board meeting to order, noting that a quorum was
present. The next monthly Board meeting will be held on April 26, 2019.

APPROVAL OF MONTHLY MINUTES: A motion was then made, seconded and unanimously
carried as Motion No. 1209, that the Minutes of the February 22, 2019, Centro of Cayuga, Inc.
Board meeting be approved.

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

FINANCIAL REPORT: Ms. LoCurto next gave the Financial Report which was moved, seconded,
and unanimously approved as Motion No. 1210.

OPERATIONS / TRANSPORTATION REPORT: Mr. Tuff gave the Operations / Transportation
Report.

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

Chairman

ATTEST:
Darlene L. Lattimore

Secretary
MINUTES OF THE REGULAR MEETING OF
CENTRO OF OSWEGO, INC
HELD ON FRIDAY, MARCH 22, 2019 AT 10:00 A.M.
AT THE RTA OFFICES, 200 CORALAND AVENUE
IN SYRACUSE, NEW YORK

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

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

The Chairman called the Centro of Oswego, Inc. Board meeting to order, noting that a quorum
was present. The next monthly Board meeting will be held on April 26, 2019.

APPROVAL OF MONTHLY MINUTES: A motion was then made, seconded and unanimously
carried as Motion No. 1225, that the Minutes of the February 22, 2019, Centro of Oswego, Inc.
Board meeting be approved.

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

FINANCIAL REPORT: Ms. LoCurto then gave the Financial Report which was moved, seconded,
and unanimously approved as Motion No. 1226.

OPERATIONS/TRANSPORTATION REPORT: Mr. Tuff then gave the Operations/
Transportation Report.

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, MARCH 22, 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; DARLENE
LATTIMORE; DONNA REESE; LOUELLA
WILLIAMS

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

The Chairman called the Centro of Oneida, Inc. Board meeting to order, noting that a quorum was present. The next monthly Board meeting will be held on April 26, 2019.

APPROVAL OF MONTHLY MINUTES: A motion was then made, seconded and unanimously carried as Motion No. 352, that the Minutes of the February 22, 2019, Centro of Oneida, Inc. Board meeting be approved.

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

FINANCIAL REPORT: Ms. LoCurto then gave the Financial Report which was moved, seconded, and unanimously approved as Motion No. 353.

OPERATIONS/TRANSPORTATION REPORT: Mr. Tuff gave the Operations/Transportation Report.

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

Chairman

ATTEST:

Secretary

CENTRO OF ONEIDA, INC. MINUTES
MINUTES OF THE REGULAR MEETING OF
THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY
AUDIT AND FINANCE COMMITTEE
HELD ON FRIDAY MARCH 22, 2019 AT 9:00 A.M.
THE RTA OFFICES, 200 CORTLAND AVENUE
IN SYRACUSE, NEW YORK

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

STAFF ALSO PRESENT: RICHARD LEE (Chief Executive Officer);
CHRISTINE LoCURTO; CARMEN BRIENZA;
MELISSA BRIM; NATHAN DOW; MICHAEL
FITZGIBBONS; JOSH GARDNER; GEOFF
HOFF; STEVEN KOEGEL; SUZANNE
LEVESQUE; CAROL LOMBARDO; CAITLIN
MacCOLLUM; LILA MacDOWELL; EJ
MOSES; JACKIE MUSENGO; TARA
SPRAKER; CHRISTOPHER TUFF; BARRY
M. SHULMAN and STEVE HELMER of
counsel

Chairman Laino called the meeting to order, noting that a quorum was present. The next Audit and
Finance Committee meeting will be held on April 26, 2019.

FINANCE REPORT: Mr. Laino stated that the first item of business before the Audit and Finance
Committee is a Finance Report given by Ms. LoCurto. After 11 months, operations are
approximately $390k of operating income are too the good. Revenues are down $336k. Passenger
revenues are, in large part, the cause of this. Mortgage recording tax monies are below budget in
response to a question by Mr. Laino. It is too early to project how the fiscal year will end. Mr.
Schultz questioned whether the insurance reserve is calculated in this financial report. It is not.
Thereafter, and upon Motion duly made, seconded and unanimously carried, the Consolidated
Statement of Revenues and Expenditures were approved and sent to the Board for adoption.

FINAL BUDGET AND FINANCIAL PLAN FOR FISCAL YEAR 2019-2020: Ms. LoCurto then
provided an analysis of the Final Budget and Financial Plan for Fiscal Year 2019-2020, as
previously distributed to all Board members. She discussed the final Budget in this presentation.
Her hope is that the requested and needed additional STOA monies become a reality. She reviewed
the changes in the preliminary budget as reported to the Committee in November 2018 and in this
regard, reviewed various items in the 2020 Budget. She reminded the Committee of how the
Accounting staff deals with a zero-based analysis. She compared estimates against actuals. She

AUDIT AND FINANCE COMMITTEE MEETING MINUTES
further reviewed unfunded capital projects. All financial staff throughout the state are waiting for the Executive Budget results. The Budget presentation does not include additional STOA monies until formally granted. At this time, she continues to project a loss of $3.5m. Ms. LoCurto then thanked her financial staff by name and congratulated them before the Committee. Thereafter, the Final Budget and Financial Plan for Fiscal Year 2019-2020, was forwarded to the Board with recommendation for approval.

**STOCK ROOM RENOVATION PROJECT:** Mr. Moses presented, a Resolution for Syracuse garage stock room renovation. Mullen Industrial Handling Corp. was the low responsive and responsible Bidder in the amount of $136,500 contingent upon completion of an MWBE process. Ms. Reese questioned Mr. Moses about the details of this Resolution. It includes modular offices, stock room renovations and the like as presented by Mr. Moses. The Motion for same was then made, seconded and unanimously adopted to send to the Board for approval.

**SECTION 5311 OPERATING NYS DOT CONTRACT NUMBER COO4072:** Mr. Moses then submitted a Resolution to the Committee to approve Section 5311 operating monies pursuant to NYS DOT contract number COO4072, providing $344k in Federal Section 5311 Funds for the payment of mass transportation operating costs in Oswego and Onondaga County rural areas as operating assistance. A Motion was then made, seconded and unanimously passed to send this Resolution to the Board for approval.

**5307 AND 5339 GRANT APPLICATIONS:** Mr. Moses then discussed a Resolution approving Fiscal Year 2019, 5307 and 5339 Grant Applications. Mr. Moses had previously distributed a fact sheet to the Committee itemizing the projects for which these monies flow. Dealing with capital assistance, preventative maintenance, supervisory and support vehicles, replacement bus shelters, upgraded computer operating software, replacement of transit buses and engineering for the RTC rail platform replacement. In Oneida county, it provides for Section 5307 operating assistance for Centro of Oneida, Inc., capital assistance for replacement paratransit vehicles and replacement transit vehicles. It also includes preventative maintenance monies. The total of this application is approximately $17.7m. A Motion approving application and receipt of such funds was then made, seconded and unanimously passed to send to the Board with recommendation for approval.

**EMPLOYEE UNIFORMS:** Ms. Spraker discussed a Resolution for Employee Uniforms. In responding to a question posed by Ms. Reese, Ms. Spraker noted that drivers pay 50% of their uniform cost. This contract is paid for using operating funds. MWBE goal utilization is currently in progress of approval with waivers being requested if the full goal cannot be accomplished. The successful proposer is Direct Promotions. A Motion was then made, seconded and unanimously passed to send this Resolution to the Board for approval.

**MINIVAN AND SEDAN SERVICES:** Ms. Spraker then presented a Resolution with regard to minivan and sedan services, occasioned by Able Transportation having gone out of business. The contract is for specialized transportation services for years 2019-2024. There are two successful proposers, Blue Chip Transportation for sedan services, and Parvenu Transportation for minivan services. These contracts commence April 1, 2019. The rate per hour for each had been previously distributed to the Committee for review. A Motion was then made, seconded and unanimously passed to send this Resolution to the Board for approval.

*AUDIT AND FINANCE COMMITTEE MEETING MINUTES*
7-PASSENGER AND MINVAN SERVICES: Ms. Spraker next presented a Resolution for a 5-year contract award for specialized transportation for 7-passenger and minivan services from year 2019-2024. The successful Bidder for this contract, paid for with operating funds, is Band Aid Personal Care Service. The contract commences on April 1, 2019. A Motion approving application and receipt of such funds was then made, seconded and unanimously passed to send to the Board with recommendation for approval.

TRANSIT ADVERTISING SERVICES: Ms. Spraker then presented to the Committee a Resolution with regard to transit advertising services from 2019-2024. A lengthy discussion was held with regard to Lamar Transit Advertising discussing the excellent service and revenues it has brought to the Authority. Mr. Lee has reviewed how guarantees have increased from an early level of $300k per year to the current amount of $700k. It has been an excellent contractor. An analysis of pricing previously had been presented to the Committee. MWBE utilization is currently in progress. The 5-year advertising contract commences April 1, 2019. Thereafter, and upon Motion duly made seconded and unanimously carried, it was forwarded to the Board with recommendation for approval.

BUS SHELTER AND PARKING LOTS JANITORIAL SERVICES: Ms. MacCollum presented a Resolution to the Committee with regard to bus shelter and parking lots janitorial services to be provided by Human Technologies Corp., a New York State Preferred Sources from 2019-2024. Thereafter and upon Motion duly made, seconded and unanimously carried, it was forwarded to the board with the recommendation to approve.

SYRACUSE FACILITY JANITORIAL SERVICES: Ms. MacCollum next presented a Resolution to the Committee with regard to janitorial services at the Syracuse facility. The Human Technologies Inc. contract costs $161,456.68 annually, with a 2.5% increase in years 2-5. Human Technologies Inc. is a New York State Preferred Source. The pricing for this contract is based on published New York State prevailing wage rates. After a lengthy discussion, it was recommended that the Chief Executive Officer or his designate be authorized to enter into a contract with Human Technologies Corporation to provide janitorial services for the Syracuse Facility with a contract period April 1, 2019 through March 31, 2024. Thereafter and upon Motion duly made, seconded and unanimously carried, it was forwarded to the board with the recommendation to approve.

UTICA FACILITY JANITORIAL SERVICES: Ms. MacCollum next presented a Resolution with regard to janitorial services at the Utica facility. Human Technologies Inc. is a New York State Preferred Source. The amount of this contract is $34,767.05 annually, with 2.5% increases in years 2-5. The pricing for this contract is based on New York State prevailing wage rates. Thereafter and upon Motion duly made, seconded and unanimously carried, it was forwarded to the board with the recommendation to approve.
With no further business to come before the CNYRTA Audit and Finance Committee meeting was thereupon duly adjourned.

Chairman

ATTEST:

Secretary

AUDIT AND FINANCE COMMITTEE MEETING MINUTES