



**Jointly Held  
Finance/Personnel and Planning Committees  
Meeting Minutes**

**April 18, 2023**

**Members Present:** John A. Lumpkin, Jr.  
Al Fullenkamp  
Belinda Matthews-Stenson  
Thomas Weckesser  
David P. Williamson

**Excused:** Sharon Hairston  
Adrienne Heard  
Nikol Miller  
Sharon D. White

**Staff in Attendance:** Bob Ruzinsky  
Daron Brown  
Roland Caldwell  
Tim Harrington  
Deborah Howard  
Ben Mazer, Coolidge Wall  
Rich Poulsen  
Brandon Policicchio  
Alex Smith  
Mary K. Stanforth

Mr. Lumpkin called the meeting to order at 8:35 a.m. and roll call was taken:

**Roll Call**

Mr. Lumpkin -	Yes
Mr. Fullenkamp -	Yes
Ms. Hairston -	Excused
Ms. Heard -	Excused
Ms. Matthews-Stenson -	Yes
Ms. Miller -	Excused
Mr. Weckesser -	Yes
Ms. White	Excused
Mr. Williamson -	Yes

A quorum was present, and proper notice of the meeting had been given.

**Approval of March 21, 2023, Jointly Held Finance/Personnel and Planning Committees Meeting Minutes**

Mr. Lumpkin asked if attendees request a reading of the minutes or have corrections to the minutes?

Upon hearing no requests or corrections, Mr. Lumpkin DECLARED APPROVAL of the March 21, 2023 Jointly Held Finance/Personnel and Planning Committees Meeting Minutes.

**May 2023 Board Action Items**

**Action Item #2 – Brake Kits, Calipers and Rotors**

Mr. Brown stated the purpose of this procurement is to purchase necessary brake parts required to maintain Greater Dayton Regional Transit Authority's (RTA) fleet. This project is consistent with RTA's core values of Safety and Stewardship by properly maintaining the fleet brake systems and effectively managing resources.

Successful contractors are required to provide the requested products on an as-needed basis for one year.

Bids were solicited through the Dayton Daily News, Dayton Weekly News, and Transit Talent. Invitations for Bid were sent to 20 firms. On March 27, 2023, five (5) bids were received and publicly opened.

MOTION made by Ms. Matthews-Stenson and SECONDED by Mr. Weckesser that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees a contract AWARD for one (1) year for Brake Kits, Calipers, and Rotors to Neopart Transit LLC in the amount of \$103,073 for Brake Kits and \$193,387 for Calipers and Rotors for a total of \$296,460. Funds for this procurement are included in the operating budget.

The MOTION was APPROVED by voice vote 5-0.

**Action Item #3 – Unleaded Gasoline**

Mr. Brown stated the purpose of this procurement is to award a contract to a qualified firm to provide RTA with unleaded fuel for paratransit and non-revenue vehicles. This procurement supports RTA's core value of Quality Service by ensuring vehicles have fuel to operate and provide transportation for our customers and employees.

Vendors were required to base their bids on the Daily Oil Price Information Service for Regular Unleaded and Unleaded 10% Ethanol, Rack Average plus or minus (+/-) a fixed differential. The differential determines the lowest bidder.

Sealed bids for the purchase of unleaded gasoline for one (1) year with two (2) one-year options were solicited through the Dayton Daily News, Dayton Weekly News, and Transit Talent. Invitations for Bid were sent to 47 vendors. On March 29, 2023, four (4) bids were received and publicly opened.

MOTION made by Ms. Matthews-Stenson and SECONDED by Mr. Fullenkamp that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees a base year contract AWARD to Sunoco, LLC for Unleaded Gasoline 10% Ethanol. The differential for the base year, Option Year One, and Option Year Two is +\$.02 for an estimated \$2.8729 per gallon. The total for each contract year is estimated at \$1,122,155 totaling \$3,366,465 for the base year and two option years based on the projected annual usage of 390,600 gallons per year. The award will vary based on usage and fluctuations in the Oil Price Information Service price index and quarterly fluctuations in the Ohio PAT tax. Funds for this procurement are included in the operating budget.

The MOTION was APPROVED by voice vote 5-0.

**Action Item #4 – South Transit Center HVAC Replacement**

Mr. Smith stated the purpose of this procurement is for RTA to contract with a qualified and licensed contractor to provide HVAC replacement work at the South Transit Center. This project will include mechanical, electrical, and BAS communication devices to interconnect with the current RTA-wide controls system. This project is consistent with RTA’s core values of Safety and Stewardship as RTA demonstrates a commitment to maintaining facilities in a state of good repair and our commitment to safety as a priority.

Sealed bids were solicited for contractor services through the Dayton Daily News, Dayton Weekly News, and Transit Talent. Bid packages were sent to 52 firms. On March 17, 2023, two (2) bids were received and publicly opened. The results were as follows:

Vendor	Total Construction Cost
Starco, Inc. Dayton, OH	\$175,088
J. Feldkamp Design Build Cincinnati, OH	\$207,850

MOTION made by Ms. Matthews-Stenson and SECONDED by Mr. Lumpkin that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees a contract AWARD to Starco, Inc., South Transit Center HVAC Replacement in the amount of \$175,088 plus a 20% contingency of \$35,018 for any unknowns that may arise during the repair process for a total award of up to \$210,106. This procurement will be funded with Capital funds.

The MOTION was APPROVED by voice vote 5-0.

**Action Item #5 – Phase I – 600 Longworth Street HVAC Equipment Plus Installation Options**

Mr. Smith stated the purpose of this procurement is for RTA to contract with a firm to supply HVAC equipment as part of a larger project which will be undertaken as Phase 2. This project is consistent with RTA’s core values of Safety and Stewardship as RTA demonstrates a commitment to maintaining our facilities in a state of good repair and our commitment to safety as a priority.

Phase 1 is for the purchase of HVAC equipment. Option 1 is for the installation of four (4) of the HVAC units that are not operational. Option 2 is to furnish, deliver and store the remaining six (6) units that are now operational but are to be replaced once Phase 2 is underway.

Sealed bids were solicited for contractor services through the Dayton Daily News, Dayton Weekly News, and Transit Talent. Bid packages were sent to 51 firms. On April 7, 2023, 3 bids were received and publicly opened.

The results were as follows:

Vendor	Base Bid	Option No. 1	Option No. 2	Total
J. Feldkamp Design Build Cincinnati, OH	\$273,080	187,202	454,098	\$914,380
Waibel Energy Systems, Inc.* Vandalia, OH	\$99,750	305,000	526,000	\$930,750
Starco Inc. Dayton, OH	\$270,822	244,342	467,265	\$982,429

\*Waibel Energy Systems, Inc. was determined non-responsive.

MOTION made by Ms. Matthews-Stenson and SECONDED by Mr. Williamson that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees a contract AWARD to J. Feldkamp Design Build in the amount of \$273,080 for the Base Bid with Option No. 1 at \$187,202 and Option No. 2 at \$454,098 for a total of \$914,380 plus a 15% contingency of \$137,157 for any unknowns that may arise for a total award of up to \$1,051,537. This procurement will be funded with Capital funds.

The MOTION was APPROVED by voice vote 5-0.

#### **Customer and Business Development Update**

Mr. Policicchio stated the Customer and Business Development Department update was provided in today's meeting packet.

Mr. Policicchio then displayed new bus stop signage and described the changes and enhancements made to the sign. Committee members stated they like and agree with the new design and thanked Mr. Policicchio and his team for their excellent work.

#### **February 2023 Financial Report**

Ms. Stanforth stated the February 2023 Financial Report was provided in today's meeting packet. Passenger fares are \$212,000 over budget because of increased ridership. Total revenue is \$785,000 under budget due to the higher passenger fares, offset by lower federal assistance and lower interest income. Total expenses are \$776,000 under budget due to lower contract services and lower materials and supplies. RTA's actual service loss after two months is \$989,000 which compares to a budgeted loss of \$959,000. Overall actual results are tracking very closely with budget.

#### **Small Purchasing Information**

Ms. Howard stated the Small Purchasing Information was included in today's meeting packet. There were no questions regarding small purchases.

#### **Additional Update**

Mr. Ruzinsky stated local news sources have reported the Dayton Public Schools Board is working with their current Superintendent, Elizabeth Lolli, on a one-year contract extension.

Dayton Public Schools recently inquired about students using their student identification (id) to allow them to ride the bus. Unfortunately, RTA's software/technology will not allow the use of a student id.

**Next Meeting**

The upcoming jointly held Finance/Personnel and Planning Committee meeting will be held on May 16, 2023.

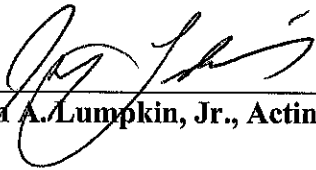
**Adjournment**

MOTION was made by Mr. Weckesser and SECONDED by Mr. Williamson to adjourn the meeting.

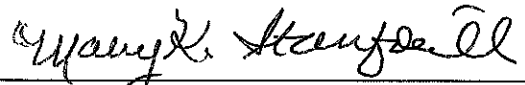
The MOTION was APPROVED 5-0.

Mr. Lumpkin adjourned the meeting at 9:02 a.m.

**ATTEST**



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John A. Lumpkin, Jr., Acting Chair



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Mary Stanforth, Committee Secretary