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**DATE:** September 30, 2021

**TIME:** 12:00PM

**PLACE:** 901 North Cameron Street, Harrisburg, PA

**PURPOSE:** September 2021 Board Meeting

**NOTE:** The CDC states if you are not fully vaccinated, you should wear a mask in indoor public places.

A Zoom connection remains an option for convenience and/or personal safety.

### **ORDER OF BUSINESS**

1. Call to Order
2. Changes or Modifications to the Agenda
3. Public Comment: Accepted in Person or in Writing
4. Approval of Minutes
  - A. Meeting Minutes of July 29, 2021 (Pages 3-6)
5. Communications
6. Treasurer's Report
  - A. August 2021 CAT Financial Report (Pages 7-12)
7. Resolutions
  - A. RESOLUTION 2121 – PENNDOT MANAGEMENT CONTRACT FOR MIDDLETOWN PARKING (Page 13)
  - B. RESOLUTION 2122 – MPO TO DESIGNATE SRTA AS FTA RECIPIENT OF TRANSIT FUNDS FOR THE HARRISBURG URBANIZED AREA (Pages 14-15)
  - C. Resolution 2123 – APPROVING CONTRACT WITH HEMPT BROTHERS FOR PAVING OF 901 N. CAMERON STREET FACILITY (Page 16-17)
  - D. Resolution 2124 – APPOINTING CAT REPRESENTATIVES TO HATS (MPO COMMITTEES) (Page 18)
  - E. Resolution 2125 – APPROVING SNOW REMOVAL SERVICES (Pages 19-20)
8. New Business
  - A. Trespass and Ban Policy
9. Future Procurements
  - A. Vehicle Advertising
  - B. Rooftop HVAC Replacement
  - C. Emergency Procurement Bus Barn Repairs
10. Staff Report



11. Adjournment

NEXT MEETING: THURSDAY, OCTOBER 28, 2021

**CUMBERLAND-DAUPHIN-HARRISBURG TRANSIT AUTHORITY**  
**901 N. Cameron Street, Harrisburg, PA 17101**

**MINUTES OF BOARD MEETING**

July 29, 2021

The regular meeting of the Authority's Board of Directors convened July 29, 2021 at 12:00pm, at the office of Capital Area Transit located at 901 N. Cameron Street, Harrisburg, PA 17101. A Zoom option was made available for anyone who was unable to attend in person. Chairman Eric Bugaile presiding. Present were board members: Chad Saylor, LaToya Bellamy, Al Bienstock, and Richard Kotz. Jill Nagy, Counsel was also present.

Administrative Staff Members present were Richard Farr, Angela Bednar, Christopher Zdanis, Jenna Reedy, Brianna Holmes, DeRon Jordan, Jamie Leonard, Stephen Baldwin, Abby Davis, Nicole Hansen, Paul Mathis, Brian Gillette, Darwin Craul, and Miguel Aciri-Rodriguez.

Members of the ATU Local 1436 present were Rosalind Pope, Donna Lattimore, Shawn Wilson, and Lionel Randolph.

ATTENDANCE

All members of the Board of Directors were present except Bruce Weber and Scott Wyland. Motion to excuse Bruce Weber and Scott Wyland was raised by Chad Saylor and seconded by Al Bienstock. Motion approved.

PUBLIC COMMENT

No public comment received.

APPROVAL OF MINUTES

Chad Saylor moved to accept the May 27, 2021 meeting minutes, seconded by Al Bienstock. Motion approved.

COMMUNICATIONS

No formal communications received, however, Richard Farr made the Board aware of ongoing communications received from David Clouser, who spoke during the public comment period at the April 29, 2021 Board meeting.

**CUMBERLAND-DAUPHIN-HARRISBURG TRANSIT AUTHORITY**  
**901 N. Cameron Street, Harrisburg, PA 17101**

TREASURER'S REPORT

Al Bienstock deferred to Stephen Baldwin to present the unaudited financial statements for the month of June 2021 and the year-to-date period ending June 30, 2021.

Highlights of the report are as follows:

- For the year, CAT has spent \$1.2 million more than what was received from fare collection as well as the local, state and federal subsidies. CAT remains in an ongoing structural deficit which is being closely monitored. Fortunately, the CARES funding has covered the 2021 deficit and the American Rescue Act money is expected to cover 2022.

Chad Saylor asked Stephen Baldwin, if he recalls what the deficit was for the previous year. Stephen Baldwin responded that he did not, but he would get that figure following the meeting.

Richard Farr reviewed the steps which have been and are being taken to close the deficit, these efforts include implementing the CAT 20/20 service plan and ongoing ridership recovery efforts.

Al Bienstock asked what current ridership recovery looks like. Richard Farr responded that recovery is at about 50-53% recovery, however, he stated he is not sure if we will ever see a full recovery and it is unknown how it will play out in the future.

Al Bienstock moved to accept the March 2021 CAT Financial Report, seconded by Richard Kotz, motion approved.

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

FUTURE PROCUREMENTS

Richard Farr made the Board aware of an upcoming RFP for vehicle advertisement. This is a joint procurement effort between CAT, SCTA, LT, and rabbittransit.

Next RFP being released will be for maintenance of the Middletown Train Station site.

**CUMBERLAND-DAUPHIN-HARRISBURG TRANSIT AUTHORITY**  
**901 N. Cameron Street, Harrisburg, PA 17101**

RESOLUTIONS

**RESOLUTION 2119 – AUTHORIZING THE AWARD OF CONTRACT FOR THE INSTALLATION OF CAMERA AND REVENUE CONTROL SYSTEMS - MIDDLETOWN TRAIN STATION**

Motion to approve was raised by Chad Saylor, seconded by LaToya Bellamy, and passed unanimously.

Richard Farr noted that the bids that came in were much higher than the independent cost estimate and only one qualifying bid was received. This caused needing to do due diligence to justify a sole source award.

**RESOLUTION 2120 – AUTHORIZING THE IMPLEMENTATION OF THE CAT 20/20 SERVICE PLAN**

Motion to approve was made by Al Bienstock, seconded by Richard Kotz, and passed unanimously.

Richard Farr reviewed some of the changes, which have been included on the resolution fact sheet. These changes will take effect on Tuesday, September 7, 2021.

Chad Saylor recommended that the Authority notify the supporting government entities closer to September 7 to make them aware of the upcoming changes along with notifications being sent out via the media.

STAFF REPORT

Eric Bugaile congratulated Chad Saylor on his new position as Dauphin County Commissioner.

Richard Farr introduced the Board to CAT's new Maintenance Manager, Darwin Craul.

Mr. Richard Farr provided the following staff updates:

- Currently in the pilot phase for Avail. Avail has been installed on 8 vehicles so far.
- The remaining barriers will be installed in the buses over the next 30 days.
- CAT has been accepted into the SAFTI Insurance Pool as of July 1. Currently, CAT is performing slightly behind rabbittransit, which is just slightly under the SAFTI average for average losses per revenue vehicle. Jill Nagy added that in

**CUMBERLAND-DAUPHIN-HARRISBURG TRANSIT AUTHORITY**  
**901 N. Cameron Street, Harrisburg, PA 17101**

all of Pennsylvania public transit, there has only been one fatality in 30 million staff hours or 25 years of safety.

- CAT has been inundated with service requests from Employers seeking shuttles to service their facilities. CAT is currently working through reviewing these service requests.
- An update was provided on the new CAT facility. A site has been selected as a fit and the engineers and consultants continue to work through the process.
- An update was provided on the regionalization efforts. Currently the application is with the Department of State and is awaiting approval.
- Discussed the CAT Bridge and ideas for use moving forward.

ADJOURNMENT

The next scheduled Board meeting will take place on August 26, 2021 at 12:00pm. This meeting will be held in person in the 2<sup>nd</sup> Floor Board Room at 901 N. Cameron Street with a Zoom option available for anyone who is unable to attend in person.

Motion to adjourn was made by Chad Saylor and seconded by Al Bienstock. The meeting adjourned at 12:40pm.

Respectfully Submitted,



Richard Kotz  
Secretary



**To:** Capital Area Transit Board Members  
**From:** Brian Gillette, Accounting Manager  
**Date:** September 24, 2021  
**Re:** August 2021 CAT Financial Report (Unaudited)

Attached are Capital Area Transit's (CAT) unaudited financial statements for the month of August 2021 and the year-to-date period ending August 31, 2021.

**Items of Interests:**

- Fixed Route 2022/2021 YTD: Revenues: down 17.7%, Expenses: down 14.5%.
- Paratransit 2022/2021 YTD: Revenues: up 17.4%, Expenses: down 8.6%
- Combined 2022/2021 YTD: Revenues: up 1.8%, Expenses: down 13.3%
- YTD Overtime is down \$104K over the prior year
- August MTD/YTD Health Insurance Expenses

	<u>MTD Actual</u>	<u>YTD Actual</u>	<u>YTD Budget</u>
Gross Health Insurance	\$ 204,659	\$ 414,879	\$ 503,002
Employee Premium Copay	\$ 20,217	\$ 41,111	\$ 56,264
Net Health Insurance	\$ 184,442	\$ 373,768	\$ 446,738

- Overtime for August 2021 and YTD Period Ending August 31, 2021.

	<u>August 2021</u>		<u>YTD</u>	
	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
Operators	\$ 44,678	\$ 38,344	\$ 108,062	\$ 77,142
Operations	\$ 460	\$ 433	\$ 1,190	\$ 867
Maintenance	\$ 8,582	\$ 12,781	\$ 22,734	\$ 25,714
Admin.	\$ 211	\$ 0	\$ 343	\$ 0
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	\$ 53,930	\$ 51,559	\$ 132,328	\$ 103,722

**Fixed Route Division – August 2021**

YTD Passengers Served: Passengers/Vehicle Hour

	<u>Passengers</u>	<u>Revenue Vehicle Hours</u>	<u>Passengers Per Rev. Vehicle Hours</u>	<u>Change</u>
2022	174,574	26,156	6.67	-0.55%
2021	175,016	26,078	<u>6.71</u>	unfavorable
2023 Goal			19.01	

YTD Operating Expenditures: Operating Cost / Revenue Vehicle Hour

	<u>Operating Expense</u>	<u>Revenue Vehicle Hours</u>	<u>Operating Cost Per Rev. Vehicle Hours</u>	<u>Change</u>
2022	\$ 2,524,132	26,156	\$ 96.50	14.80%
2021	\$ 2,953,664	26,078	<u>\$ 113.26</u>	favorable
2023 Goal		Not to Exceed	\$ 154.61	

YTD Operating Revenue: Operating Revenue // Revenue Vehicle Hour

	<u>Operating Revenue</u>	<u>Revenue Vehicle Hours</u>	<u>Operating Rev. Per Rev. Vehicle Hours</u>	<u>Change</u>
2022	\$ 275,778	26,156	\$ 10.54	-17.98%
2021	\$ 335,237	26,078	<u>\$ 12.86</u>	unfavorable
2023 Goal			\$ 27.25	

YTD Operating Expense: Operating Cost / Passenger

	<u>Operating Expense</u>	<u>Passengers</u>	<u>Operating Cost Per Passenger</u>	<u>Change</u>
2022	\$ 2,524,132	174,574	\$ 14.46	14.33%
2021	\$ 2,953,664	175,016	<u>\$ 16.88</u>	favorable
2023 Goal		Not to Exceed	\$ 8.13	

**Paratransit Division – August 2021**

Revenue

	<u>MTD</u>	<u>YTD</u>	<u>Change</u>
2022	\$ 248,348	\$ 490,516	17.40%
2021	\$ 210,861	\$ 419,818	favorable

Expenses

	<u>MTD</u>	<u>YTD</u>	<u>Change</u>
2022	\$ 337,874	\$ 699,478	8.65%
2021	\$ 340,132	\$ 765,305	favorable

YTD Expenses are 22% favorable to budget by \$198K



**Capital Area Transit**  
**Balance Sheet - Summary**  
As of August 31, 2021

	<b>2022</b>	<b>2021</b>
<b>Assets</b>		
Current Assets		
Cash	8,915,449	3,507,436
Investments	15,267	15,254
Accounts Receivable	633,551	662,648
Capital Grants Receivable	1,209,526	3,332,475
Op. Assist. & Planning Grants Receivable	-	-
Inventory	384,735	412,273
Prepays	491,714	575,612
<b>Total Current Assets</b>	<b>11,650,241</b>	<b>8,505,698</b>
Capital Assets		
Fixed Assets	65,982,437	61,875,731
Accumulated Depreciation	(37,099,655)	(38,589,354)
<b>Net Capital Assets</b>	<b>28,882,782</b>	<b>23,286,377</b>
Other Assets	75,915	75,915
<b>Total Assets</b>	<b>40,608,938</b>	<b>31,867,990</b>
<b>Liabilities</b>		
Current Liabilities		
Accounts Payable	505,455	713,849
Accrued Wages & Payroll-Related Accruals	531,551	642,688
Payroll Withholdings - Taxes	30,231	13,484
Short-Term Debt & Accrued Interest	0	0
Accrued Expenses	633,520	601,081
Advances for Working Capital	708,559	770,293
Deferred Operating & Capital Grants	9,355,446	5,869,199
<b>Total Current Liabilities</b>	<b>11,764,762</b>	<b>8,610,594</b>
Long-Term Liabilities	329,501	348,464
<b>Total Liabilities</b>	<b>12,094,262</b>	<b>8,959,058</b>
Net Position	28,514,676	22,908,932
<b>Total Liab, Total Def Inflow &amp; Net Position</b>	<b>40,608,938</b>	<b>31,867,990</b>

**Capital Area Transit**  
**Income Statement - Combined**  
For the Period Ending August 31, 2021

	Fiscal Year 2022					Fiscal Year 2021	
	PTD		YTD		Annual	PTD	YTD
	Actual	Budget	Actual	Budget	Budget	Actual	Actual
<b>Revenue</b>							
Passenger Revenue	141,167	153,011	264,990	308,911	1,756,481	107,503	331,998
Other Revenue	249,904	252,285	501,304	520,932	3,345,366	213,612	421,056
<b>Total Revenue</b>	<b>391,071</b>	<b>405,296</b>	<b>766,294</b>	<b>829,843</b>	<b>5,101,847</b>	<b>321,115</b>	<b>753,054</b>
<b>Expenses</b>							
<b>Labor</b>							
Labor - Operators	467,762	571,237	965,241	1,156,686	6,541,680	494,069	1,101,545
Labor - Operations Support	72,673	77,235	151,877	157,346	887,056	76,308	221,448
Labor - Maintenance	102,195	144,967	224,312	293,547	1,660,139	137,230	326,002
Labor - Administrative	40,467	53,298	83,703	107,937	610,399	34,098	110,070
Labor - Health Insurance	184,442	251,501	373,768	503,002	3,018,012	179,557	364,389
Labor - Other Fringes	232,072	223,060	470,040	475,977	3,875,369	236,474	670,607
<b>Total Labor</b>	<b>1,099,612</b>	<b>1,321,298</b>	<b>2,268,940</b>	<b>2,694,495</b>	<b>16,592,655</b>	<b>1,157,737</b>	<b>2,794,060</b>
Services	113,304	94,819	215,567	189,638	1,137,827	72,786	174,715
Fuel	103,477	108,188	206,345	216,167	1,257,564	108,531	210,566
Tires & Tubes	6,142	12,255	14,525	24,525	142,761	6,317	10,817
Materials & Supplies	69,249	68,703	104,570	137,478	804,284	58,666	129,843
Utilities	19,626	27,072	41,902	54,144	324,864	22,410	44,688
Casualty & Liability	39,683	46,668	79,366	93,336	560,000	44,631	92,020
Taxes	104	114	204	221	1,270	111	233
Purchase of Service	141,584	157,674	282,266	304,107	2,018,375	132,127	253,948
Miscellaneous	827	7,500	6,777	15,000	90,000	871	2,959
Marketing & Promotion	464	4,583	2,294	9,166	55,000	616	4,268
Interest	4	-	4	-	-	27	27
Leases & Rentals	425	430	850	860	5,160	413	825
<b>Total Expenses</b>	<b>1,594,501</b>	<b>1,849,304</b>	<b>3,223,609</b>	<b>3,739,137</b>	<b>22,989,760</b>	<b>1,605,242</b>	<b>3,718,967</b>
<b>Surplus (Deficit)</b>	<b>(1,203,430)</b>	<b>(1,444,008)</b>	<b>(2,457,315)</b>	<b>(2,909,294)</b>	<b>(17,887,913)</b>	<b>(1,284,127)</b>	<b>(2,965,913)</b>
<b>Subsidy</b>							
Local Subsidy	102,375	106,766	206,675	215,777	1,168,821	83,672	179,783
State Subsidy	802,878	960,554	1,658,597	1,933,796	4,870,799	-	-
Federal Subsidy	298,177	376,688	592,043	759,721	11,848,284	1,200,456	2,786,130
<b>Total Subsidy</b>	<b>1,203,430</b>	<b>1,444,008</b>	<b>2,457,315</b>	<b>2,909,294</b>	<b>17,887,904</b>	<b>1,284,127</b>	<b>2,965,913</b>

Difference - - - - (9) - -

**Capital Area Transit**  
**Income Statement Summary - Fixed Route**  
For the Period Ending August 31, 2021

	Fiscal Year 2022					Fiscal Year 2021	
	PTD		YTD		Annual Budget	PTD	YTD
	Actual	Budget	Actual	Budget		Actual	Actual
<b>Revenue</b>							
Passenger Fares	130,799	140,445	243,999	282,636	1,610,330	96,635	310,642
Other Revenue	11,923	11,024	31,778	23,348	556,581	13,620	24,594
<b>Total Revenue</b>	<b>142,723</b>	<b>151,469</b>	<b>275,777</b>	<b>305,984</b>	<b>2,166,911</b>	<b>110,255</b>	<b>335,236</b>
<b>Expenses</b>							
<b>Labor</b>							
Labor - Operators	423,537	487,060	870,872	980,682	5,562,674	444,887	989,358
Labor - Operations Support	48,986	53,507	102,985	107,734	611,095	52,611	150,658
Labor - Maintenance	84,087	123,510	185,184	248,683	1,410,586	115,048	280,137
Labor - Administrative	34,254	45,241	69,760	91,091	516,692	28,002	90,391
Labor - Health Insurance	148,985	190,814	299,943	381,628	2,289,776	143,391	292,615
Labor - Other Fringes	200,959	188,695	404,023	400,117	3,257,986	196,868	563,009
<b>Total Labor</b>	<b>940,809</b>	<b>1,088,827</b>	<b>1,932,768</b>	<b>2,209,935</b>	<b>13,648,809</b>	<b>980,806</b>	<b>2,366,168</b>
Services	98,383	77,481	185,416	154,962	929,770	63,645	153,202
Fuel	84,561	87,591	165,127	176,219	1,027,965	92,268	175,219
Tires & Tubes	6,142	10,461	12,309	21,045	122,760	6,317	10,817
Materials & Supplies	59,464	58,091	90,277	116,763	684,102	51,047	111,135
Utilities	13,487	18,662	28,678	37,324	223,935	15,307	30,636
Casualty & Liability	28,625	31,773	57,250	63,546	381,272	30,524	62,092
Taxes	-	-	-	-	-	-	-
Purchase of Service	23,736	25,603	44,690	40,068	318,376	23,445	36,692
Miscellaneous	635	5,753	4,994	11,506	69,027	699	2,585
Marketing & Promotion	358	4,583	1,770	9,166	55,000	616	4,268
Interest	3	-	3	-	-	24	24
Leases & Rentals	425	430	850	860	5,160	413	825
<b>Total Expenses</b>	<b>1,256,627</b>	<b>1,409,255</b>	<b>2,524,132</b>	<b>2,841,394</b>	<b>17,466,176</b>	<b>1,265,111</b>	<b>2,953,663</b>
<b>Surplus (Deficit)</b>	<b>(1,113,904)</b>	<b>(1,257,786)</b>	<b>(2,248,355)</b>	<b>(2,535,410)</b>	<b>(15,299,265)</b>	<b>(1,154,856)</b>	<b>(2,618,426)</b>
<b>Subsidy</b>							
Local Subsidy	102,375	106,766	206,675	215,777	1,168,821	83,672	179,783
State Subsidy	810,663	904,199	1,658,597	1,821,503	4,570,764	-	-
Federal Subsidy	200,867	246,821	383,083	498,130	9,559,679	1,071,184	2,438,643
<b>Total Subsidy</b>	<b>1,113,904</b>	<b>1,257,786</b>	<b>2,248,355</b>	<b>2,535,410</b>	<b>15,299,264</b>	<b>1,154,856</b>	<b>2,618,426</b>
Difference	-	-	-	-	(1)	-	-

**Capital Area Transit**  
**Income Statement Summary - Paratransit**  
For the Period Ending August 31, 2021

	Fiscal Year 2022					Fiscal Year 2021	
	PTD		YTD		Annual	PTD	YTD
	Actual	Budget	Actual	Budget	Budget	Actual	Actual
<b>Revenue</b>							
Passenger Fares	10,367	12,566	20,991	26,275	146,151	10,869	21,356
Other Revenue	237,981	241,261	469,526	497,584	2,788,785	199,992	396,462
<b>Total Revenue</b>	<b>248,348</b>	<b>253,827</b>	<b>490,517</b>	<b>523,859</b>	<b>2,934,936</b>	<b>210,861</b>	<b>417,818</b>
<b>Expenses</b>							
Labor							
Labor - Operators	44,226	84,177	94,368	176,004	979,006	49,183	112,187
Labor - Operations Support	23,687	23,728	48,892	49,612	275,961	23,698	70,789
Labor - Maintenance	18,108	21,457	39,128	44,864	249,553	22,182	45,866
Labor - Administrative	6,212	8,057	13,942	16,846	93,707	6,096	19,679
Labor - Health Insurance	35,457	60,687	73,825	121,374	728,236	36,166	71,774
Labor - Other Fringes	31,113	34,365	66,017	75,860	617,383	39,606	107,597
<b>Total Labor</b>	<b>158,803</b>	<b>232,471</b>	<b>336,173</b>	<b>484,560</b>	<b>2,943,846</b>	<b>176,931</b>	<b>427,892</b>
Services	14,922	17,338	30,151	34,676	208,057	9,141	21,513
Fuel	18,916	20,597	41,218	39,948	229,599	16,264	35,347
Tires & Tubes	-	1,794	2,216	3,480	20,001	-	-
Materials & Supplies	9,785	10,612	14,293	20,715	120,182	7,619	18,708
Utilities	6,139	8,410	13,224	16,820	100,929	7,103	14,052
Casualty & Liability	11,058	14,895	22,116	29,790	178,728	14,107	29,928
Taxes	104	114	204	221	1,270	111	233
Purchase of Service	117,848	132,071	237,576	264,039	1,699,999	108,682	217,256
Miscellaneous	193	1,747	1,782	3,494	20,973	173	374
Marketing & Promotion	106	-	524	-	-	-	-
Interest	0	-	0	-	-	3	3
Leases & Rentals	-	-	-	-	-	-	-
<b>Total Expenses</b>	<b>337,874</b>	<b>440,049</b>	<b>699,477</b>	<b>897,743</b>	<b>5,523,584</b>	<b>340,132</b>	<b>765,305</b>
<b>Surplus (Deficit)</b>	<b>(89,525)</b>	<b>(186,222)</b>	<b>(208,960)</b>	<b>(373,884)</b>	<b>(2,588,648)</b>	<b>(129,271)</b>	<b>(347,487)</b>
<b>Subsidy</b>							
Local Subsidy	-	-	-	-	-	-	-
State Subsidy	(7,785)	56,355	-	112,293	300,035	-	-
Federal Subsidy	97,310	129,867	208,960	261,591	2,288,605	129,271	347,487
<b>Total Subsidy</b>	<b>89,525</b>	<b>186,222</b>	<b>208,960</b>	<b>373,884</b>	<b>2,588,640</b>	<b>129,271</b>	<b>347,487</b>
Difference	-	-	-	-	(8)	-	-

**RESOLUTION NO. 2121**

**AUTHORIZING AN AGREEMENT WITH PENNDOT FOR MIDDLETOWN TRAIN STATION PARKING LOT/STATION ACCESS MANAGEMENT**

WHEREAS, the Pennsylvania Department of Transportation (PennDOT) has recently constructed a new passenger train station in Middletown, PA, and

WHEREAS, PennDOT’s Multi-modal Division has the need for the station to be maintained, and

WHEREAS, PennDOT approached the Cumberland-Dauphin-Harrisburg Transit Authority (CAT) to provide maintenance and oversight of the facility, and

WHEREAS, PennDOT has constructed the facility to promote transit use. The facility will act as a park and ride for CAT, connecting the Middletown Community to the CAT transit network. Additionally, there is a renewed focus to provide connectivity between the Amtrak riders at the train station to HIA, and

WHEREAS, the goal of this project is to have the maintenance activities be funded through the collection of parking fees; however, the agreement notes PennDOT’s requirement to keep the program financially whole,

NOW THEREFORE, BE IT RESOLVED by the Board of Directors to approve the execution of the Parking Lot/Station Access Management Agreement with PennDOT for the Middletown Train Station.

**CERTIFICATION OF OFFICERS OF**

**CUMBERLAND-DAUPHIN-HARRISBURG TRANSIT AUTHORITY**

I certify that the foregoing is a sound and true copy of a Resolution adopted at a legally convened meeting of the Cumberland-Dauphin-Harrisburg Transit Authority Board Members held on September 30, 2021.

\_\_\_\_\_

attest: \_\_\_\_\_

Richard Kotz

Eric Bugaile

Secretary

Chairman

**RESOLUTION NO. 2122**

**REQUESTING HATS TO DESIGNATE SRTA TO BE RECIPIENT OF TRANSIT FUNDS FOR THE HARRISBURG URBANIZED AREA**

WHEREAS, the Secretary of Transportation of the United States of America is authorized to make grants for public transportation operating and capital assistance by virtue of the Public Transportation Law, as amended by MAP-21 enacted July 6, 2012 (Public Law 112-141); and

WHEREAS, the governor of a state or the governor's official designee may designate a recipient for Section 5307 funds under the Public Transportation Law, as amended by MAP-21 (Public Law 112-141) in an urbanized area over 200,000 in population; and

WHEREAS, the Cumberland-Dauphin-Harrisburg Transit Authority (CAT) was designated as the recipient of federal transit funds under Section 5 of the National Mass Transportation Assistance Act of 1974; and

WHEREAS, the Central Pennsylvania Transportation Authority (CPTA) was designated as the recipient of federal transit funds under Section 5 of the National Mass Transportation Assistance Act of 1974; and

WHEREAS, the CPTA Board of Directors and the CAT Board of Directors have adopted Resolutions and requested the Board of Commissioners of Adams, Cumberland, Dauphin and York and the City of Harrisburg Council to form a new transit authority; and

WHEREAS, the County Commissioners of Adams, Cumberland, Dauphin and York and the City of Harrisburg Council has approved the legally required Resolutions and Articles of Incorporation to create the "Susquehanna Regional Transportation Authority" (SRTA); and

NOW, THEREFORE, BE IT RESOLVED, by the Cumberland-Dauphin-Harrisburg Transit Authority Board of Directors that it formally requests HATS, the Metropolitan Planning Organization (MPO) of the Harrisburg Urbanized Area to formally approve designating SRTA as the recipient of Federal Transit Administration funds.

**CERTIFICATION OF OFFICERS**

**OF**

**CUMBERLAND-DAUPHIN-HARRISBURG TRANSIT AUTHORITY**

I certify that the foregoing is a sound and true copy of a Resolution adopted at a legally convened meeting of the Cumberland-Dauphin-Harrisburg Transit Authority Board Members held on September 30, 2021.

\_\_\_\_\_  
Richard Kotz  
Secretary

attest: \_\_\_\_\_  
Eric Bugaile  
Chairman

**FACT SHEET**

**RESOLUTION NO. 2122**

**REQUESTING HATS TO DESIGNATE SRTA TO BE RECIPIENT OF TRANSIT FUNDS FOR THE HARRISBURG URBANIZED AREA**

WHEREAS, the Secretary of Transportation of the United States of America is authorized to make grants for public transportation operating and capital assistance by virtue of the Public Transportation Law, as amended by MAP-21 enacted July 6, 2012 (Public Law 112-141); and

WHEREAS, the governor of a state or the governor's official designee may designate a recipient for Section 5307 funds under the Public Transportation Law, as amended by MAP-21 (Public Law 112-141) in an urbanized area over 200,000 in population; and

WHEREAS, the Cumberland-Dauphin-Harrisburg Transit Authority (CAT) was designated as the recipient of federal transit funds under Section 5 of the National Mass Transportation Assistance Act of 1974; and

WHEREAS, the Central Pennsylvania Transportation Authority (CPTA) was designated as the recipient of federal transit funds under Section 5 of the National Mass Transportation Assistance Act of 1974; and

WHEREAS, the CPTA Board of Directors and the CAT Board of Directors have adopted Resolutions and requested the Board of Commissioners of Adams, Cumberland, Dauphin and York and the City of Harrisburg Council to form a new transit authority; and

WHEREAS, the County Commissioners of Adams, Cumberland, Dauphin and York and the City of Harrisburg Council has approved the legally required Resolutions and Articles of Incorporation to create the "Susquehanna Regional Transportation Authority" (SRTA); and

NOW, THEREFORE, BE IT RESOLVED, that the HATS Coordinating Committee hereby endorses the designation of the new "Susquehanna Regional Transportation Authority" (SRTA) as the recipient of federal funds under Section 5307 of the Public Transportation Law, as amended by MAP-21 (Public Law 112-141), for the Harrisburg Urbanized Area; and

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the HATS Coordinating Committee hereby requests that Governor Tom Wolf of Pennsylvania or his official designee notify the Regional Federal Transit Administrator that the "Susquehanna Regional Transportation Authority" (SRTA) be re-designated as the recipient of federal transit funds under Section 5307 of the Public Transportation Law, as amended by MAP-21 (Public Law 112-141), for the Harrisburg Urbanized Area.

**RESOLUTION NO. 2123**

**APPROVING CONTRACT WITH HEMPT BROTHERS FOR THE PAVING OF 901 N. CAMERON STREET FACILITY**

WHEREAS, the Cumberland-Dauphin-Harrisburg Transit Authority (CAT) has assessed that the asphalt on the west and south side of the 901 N. Cameron Street facility is in need of repair,

WHEREAS, CAT was awarded Federal funds for the repair of the parking lot and drive lanes, and

WHEREAS, a Request for Proposals for this service was issued and proposals received were evaluated in accordance with Federal requirements for construction services contracts, and

WHEREAS, responsive proposals or quotes were received in a timely manner from, September 10, 2021 and

WHEREAS, a low bid award, with support provided by an employee of JMT, the engineering firm provided through PennDOT's open-ended contract, evaluated the proposals, and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Cumberland-Dauphin-Harrisburg Transit Authority that a contract be awarded to the firm of Hempt Brothers for the paving of the 901 N. Cameron Street facility in an amount not to exceed \$256,872.15.

**CERTIFICATION OF OFFICERS**

**OF**

**CUMBERLAND-DAUPHIN-HARRISBURG TRANSIT AUTHORITY**

I certify that the foregoing is a sound and true copy of a Resolution adopted at a legally convened meeting of the Cumberland-Dauphin-Harrisburg Transit Authority Board Members held on September 30, 2021.

\_\_\_\_\_  
Richard Kotz  
Secretary

attest: \_\_\_\_\_  
Eric Bugaile  
Chairman



**FACT SHEET  
RESOLUTION NO. 2123  
APPROVING CONTRACT WITH HEMPT BROTHERS FOR THE PAVING OF 901  
N. CAMERON STREET FACILITY**

- Construction Bids were advertised on Penn Live and CAT Website on August 21, 2021
- Live Bid Opening was held on September 10, 2021 through Microsoft Teams.
- Chris Zdanis, Thomas Bergbauer (JTM) and other JTM Staff reviewed the RFPs.
- Two responsive and responsible bids were received by:
  - Hempt Brothers, Inc. - \$256,872.15
  - Farhat Excavation, LLC. - \$746,270
- Staff recommends contract award to Hempt Brothers Inc.

**RESOLUTION NO. 2124**

**APPOINTING CAT REPRESENTATIVES TO HATS (MPO COMMITTEES)**

WHEREAS , the Board of Directors of Capital Area Transit (CAT) desire to be active members of the Harrisburg Area Transportation Study (HATS), the Metropolitan Planning Organization (MPO) for Cumberland, Dauphin and Perry Counties; and

WHEREAS, the Board names Eric Bugaile as the representative of the Coordinating Committee, and Richard Farr and Beth Nidam as his alternates, and

WHEREAS, the Board name Richard Farr as the representative of the Technical Committee and as Beth Nidam and Miguel Aciri-Rodriguez as his alternates,

NOW THEREFORE, be it resolved on that the individuals named in this resolution be empowered to represent CAT as part of the transportation planning process for the HATS MPO region.

**CERTIFICATION OF OFFICERS OF  
CUMBERLAND-DAUPHIN-HARRISBURG TRANSIT AUTHORITY**

I certify that the foregoing is a sound and true copy of a Resolution adopted at a legally convened meeting of the Cumberland-Dauphin-Harrisburg Transit Authority Board Members held on September 30, 2021

\_\_\_\_\_  
Richard Kotz  
Secretary

attest: \_\_\_\_\_  
Eric Bugaile  
Chairman

**RESOLUTION NO. 2125**

**APPROVING SNOW REMOVAL SERVICES**

WHEREAS, The Cumberland-Dauphin-Harrisburg Transit Authority (CAT) has determined that there is a need for snow removal services for the 2021-2022 season; and

WHEREAS, CAT solicited proposals via an Invitation for Bids to include removal of snow from the Cameron Street Facility, Market Square Transfer Center, and Lemoyne station which includes salting; and

WHEREAS, the lowest responsive bid was Ruell's Landscaping,

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Cumberland-Dauphin-Harrisburg Transit Authority that a contract be awarded to Ruell's Landscaping for an amount not to exceed \$50,000 for the 2021-2022 season.

**CERTIFICATION OF OFFICERS**

**OF**

**CUMBERLAND-DAUPHIN-HARRISBURG TRANSIT AUTHORITY**

I certify that the foregoing is a sound and true copy of a Resolution adopted at a legally convened meeting of the Cumberland-Dauphin-Harrisburg Transit Authority Board Members held on September 30, 2021.

\_\_\_\_\_  
Richard Kotz  
Secretary

attest: \_\_\_\_\_  
Eric Bugaile  
Chairman

**FACT SHEET**  
**RESOLUTION NO. 2125**  
**APPROVING SNOW REMOVAL SERVICES**

- Price per service includes removal of 2-4 inches of snow from Cameron St. Facility, Market Square Transfer Center and Lemoyne Station. Salting included.
- Ruell was the only bidding company and utilized the prices quoted from the 2020-2021 snowfall season with the added capability to remove piled snow from the Cameron Street lot for \$15.00 per cubic yard on an as needed basis.
- Post bid opening, the Procurement Analyst questioned interested parties which did not bid. It was found that the interested parties which chose not to bid wanted the following:
  - Hourly pricing – Instead of billing by the event or a fixed price to push an area, certain bidders preferred an hourly price for service
  - Others asked for lot and sidewalk clearing to be a separate bid item and separate from one another.
  - For events greater than 12” of snowfall wanted additional payment consideration
  - The IFB was initiated too close to the winter season- Will begin in July 2022
  - Retainer Payment Basis- Contractor would be guaranteed a certain fee for the snowfall season with each snowfall event being deducted from the retainer.
  - Wanted the area necessary for offsite removal of snow identified and permitted by CAT staff.
- Ruell's bid was evaluated and deemed to be fair and reasonable, based on previous year's performance and invoices