

SORTA BOARD OF TRUSTEES MEETING

TUESDAY, FEBRUARY 28TH, 2023 – 6:00 P.M.
SORTA BOARD ROOM 6TH FLOOR
525 VINE STREET,
CINCINNATI, OHIO, 45202

General Items:

Call to order
Pledge of Allegiance
CEO STAR Award: Maury V. Dardy Sr.
Board of Trustees Recognition
Hearings from citizens
Chairman Update

Action Items:

1. Approval of Board Minutes: January 24th, 2023

Finance Committee (*Kreg Keese*)

Paratransit Coordination (*Robert Harris*)

Planning & Operations Committee (*Blake Ethridge*)

Consent Agenda Items:

2. Proposed Resolution 2023-10: Approval of Contract Modification for Bus Wash A&E Services
3. Proposed Resolution 2023-11: Approval of Contract Modification to Transit Planning Software
4. Proposed Resolution 2023-12: Approval of Contract Modification for Employee Background Checks
5. Proposed Resolution 2023-13: Approval of Contract Modification for Bus Shelter Installation
6. Proposed Resolution 2023-14: Approval of Revenue Contract Award for ROW Leasing Billboard Placement
7. Proposed Resolution 2023-15: Approval of Contract Award for Garbage Removal Services
8. Proposed Resolution 2023-16: Approval of Contract Award for Bulk Motor Oil Purchase

Discussion Agenda Item:

9. Proposed Resolution 2023-17: Authorization to Submit Letter of Intent to FTA and Approval of Project Development Funding Reserve for Bus Rapid Transit (Hamilton Avenue Corridor)
10. Proposed Resolution 2023-18: Authorization to Submit Letter of Intent to FTA and Approval of Project Development Funding Reserve for Bus Rapid Transit (Reading Road Corridor)
11. Proposed Resolution 2023-19: Approval of Contract for Operator Recruiting Advertisement
12. Proposed Resolution 2023-20: Approval of Contract Award for Right of Way Appraisal Services

Briefing Items:

13. Financial Reports for January 2023 (*Larry Pinkelton*)
14. Metro on the Move (*Darryl Haley*)

Other Items:

New Business

Adjournment

The next regular meeting of the SORTA Board of Trustees is scheduled for
Tuesday, March 28th, 2023, at 9:00 A.M.

SORTA BOARD OF TRUSTEES
SOUTHWEST OHIO REGIONAL TRANSIT AUTHORITY
SORTA/METRO AT HUNTINGTON CENTER
SORTA BOARD ROOM-6th FLOOR
525 VINE STREET, CINCINNATI OHIO 45202

MINUTES OF: Regular Meeting of the SORTA Board of Trustees

DATE: Tuesday, January 24th, 2022, 9:00 a.m.

BOARD MEMBERS PRESENT: Alyson Beridon, Heidi Black, Chelsea Clark, Trent Emenecker, Blake Ethridge, Robert Harris, Kreg Keesee, Sara Sheets, Sonja Taylor, and Gwen Robinson

BOARD MEMBERS ABSENT: Rod Hinton and Allen Freeman

STAFF MEMBERS: Andy Aiello, Chris Cole, Ann Dinan, John Edmondson, Adriene Hairston, Darryl Haley, Brandy Jones, Caprice Jones, Maria Jones, Mary-Ann Keenan, Natalie Krusling, Pat Laffleur, Jeff Mundstock, John Ravasio, Jason Roe, Shannel Satterfield, August Schweitzer, Khaled Shammout, and Mike Weil

OTHERS: Tim Reynolds (*WSP*), Mimi Rasor (*Rasor*), and Robert Shoemaker (*Citizen*)

CALL TO ORDER

Mr. Keesee SORTA Board Chair, called the meeting to order.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

BOARD OF TRUSTEES OATH OF OFFICE DANIEL DRIEHAUS

Daniel "Dan" Driehaus took an Oath of Office as new members of SORTA Board of Trustees executed by Kimberly Schafer, SORTA's legal counsel.

CEO STAR AWARD: ERICKA BEINKE, MARY HULLER, AND TARA WALKER

Darryl Haley, CEO/General Manager presented the CEO STAR Award to Ericka Beinke, Mary Huller, and Tara Walker for their exceptional performance in their respective areas.

PUBLIC COMMENTS

None.

CHAIRMAN UPDATE

None.

APPROVAL OF DECEMBER 13TH, 2022 BOARD MEETING MINUTES

Mr. Keesee made a motion that the minutes from the December 13th, 2022, board meeting be approved as previously mailed and Ms. Black seconded the motion.

By voice vote, the SORTA Board approved the minutes.

FINANCE COMMITTEE

Mr. Keesee reported on the Finance Committee meeting held on January 17th, 2023.

Mr. Keesee made a motion and Ms. Robinson seconded to approve Resolution No. 2023-01 on the consent agenda.

By roll call, the SORTA Board approved the following items:

PROPOSED RESOLUTION 2023-01: APPROVAL OF OHIO TRANSIT RISK POOL SHOCK LOSS PAYMENT

This resolution approves four (4) quarterly payments to the Ohio Transit Risk Pool (OTRP) Shock Loss Fund on behalf of SORTA, at a cost not to exceed \$950,000 for FY 2023. This request is based on the OTRP requirement to establish a reserve amount that approximates one (1) year of expense associated with liability and property insurance premiums paid.

INFRASTRUCTURE, BIKE AND ROW COMMITTEE

Ms. Black reported on the Infrastructure, Bike and ROW Committee meeting held on January 17th, 2023.

Ms. Black made a motion and Ms. Taylor seconded to approve Resolution No. 2023-02 through Resolution No. 2023-03 on the consent agenda.

By roll call, the SORTA Board approved the following items:

PROPOSED RESOLUTION 2023-02: APPROVAL TO EXECUTE 2022 TRANSIT INFRASTRUCTURE FUND PROJECT CONTRACTS (ROUND 2)

This resolution approves and authorizes the CEO/General Manager/Secretary-Treasurer to execute the contracts of the approved transit-related infrastructure (TIF) projects.

PROPOSED RESOLUTION 2023-03: APPROVAL OF 2023 TRANSIT INFRASTRUCTURE FUND APPLICANT GUIDELINES

This resolution approves the 2023 Transit Infrastructure Fund Applicant Guidelines.

PLANNING AND OPERATIONS COMMITTEE

Mr. Ethridge reported the Planning and Operations Committee meeting was held on January 17th, 2023.

Mr. Keesee moved for adoption and Ms. Black seconded a motion to approve Resolution No. 2023-04 through Resolution No. 2023-08 on the consent agenda.

By roll call, the SORTA Board approved.

PROPOSED RESOLUTION 2023-04: APPROVAL OF ADSPOSURE CONTRACT AMENDMENT

This resolution approves an amended contract with Advertising Vehicles, Inc. dba Adsposure on behalf of SORTA at a cost not to exceed \$900,187. This contract amendment includes consolidation of advertising services (bus and shelter) to a single contract and purchase of electronic information kiosks for installation.

PROPOSED RESOLUTION 2023-05: APPROVAL OF UNIVERSITY OF CINCINNATI INTERGOVERNMENTAL AGREEMENT

This resolution approves a six (6) year contract with University of Cincinnati College of Design, Art, Architecture, and Planning, School of Planning ("UC/DAAP") on behalf of SORTA at a cost not to exceed \$602,340 for ongoing bus stop evaluation and design support and customer engagement activities.

PROPOSED RESOLUTION 2023-06: APPROVAL OF CONTRACT WITH VERIZON WIRELESS FOR WI-FI SERVICES

This resolution approves a two (2) year contract with Verizon Wireless on behalf of SORTA at a cost not to exceed \$672,800 for the provision of wi-fi services on all Metro revenue vehicles.

PROPOSED RESOLUTION 2023-07: APPROVAL OF CONTRACT FOR A&E SERVICES FOR PERIMETER CONTROL RENOVATION/REPLACEMENT

This resolution approves a one (1) year contract with Dynotec, Inc. for an amount not to exceed \$288,244 for the provision of A&E services for the renovation and replacement of the perimeter control access for the Queensgate garage.

PROPOSED RESOLUTION 2023-08: APPROVAL OF CONTRACT FOR CLEANING SERVICES AT GOVERNMENT SQUARE

This resolution approves a five (5) contract with Cincinnati Center City Development Corporation ("3CDC") on behalf of SORTA at a cost not to exceed \$1,135,527 for the provision of cleaning services at Government Square.

DISCUSSION AGENDA ITEMS:**PROPOSED RESOLUTION 2023-09: APPROVAL OF CONTRACT FOR A&E SERVICES TASK ORDER FOR FACILITIES IMPROVEMENT PROJECTS**

Mr. Keesee moved for adoption and Ms. Robinson seconded the motion. This resolution approves a two (2) year contract with Elevar Design Group, Inc., at a cost not to exceed \$1,638,000 for the provision of A&E services a series of construction projects related to facilities improvements, upgrades, and renovations.

By roll call, the Board approved the resolution.

MOTION: APPROVAL TO GRANT THE CITY OF CINCINNATI EASEMENT OF WASSON WAY

Mr. Keesee moved for adoption and Ms. Alyson seconded the motion. This motion grants the City of Cincinnati an easement of "Wasson Way" as described in the Agreement.

By voice vote, the Board approved the motion.

BUS RAPID TRANSIT (BRT) SUMMARY

Mr. Reynolds (Nelson Nygard) and Mr. Mitchell (WSP) presented the Bus Rapid Transit (BRT) Study Update. The BRT update included: a review the results of the robust Step 1 stakeholder and public outreach program; review the detailed technical analysis of the corridors; identify which two corridors will advance as SORTA's first two BRT lines; and discuss next steps and schedules. Hamilton Avenue and Reading Road were the selected BRT corridors.

The SORTA Board accepted the report as presented.

FINANCIAL REPORT AS OF DECEMBER 31ST, 2022

Mr. Pinkelton presented the preliminary December financial reports. Total revenues were \$19.7 million, which is favorable to budget by \$6.2 million. Total expenses were \$12.4 million, which is favorable to budget by \$1.1 million. Fare revenue was unfavorable to budget by \$183,000. Mr. Pinkelton then reviewed the contributing factors to these variances.

The SORTA Board accepted the report as presented.

METRO ON THE MOVE REPORT

Mr. Haley reviewed his Metro on the Move Report. Ridership has improved over 2021 by 28%, with 2.1 million additional rides. The Ohio Department of Transportation and the Ohio Environmental Protection Agency awarded SORTA the Diesel Emission Reduction Grant (DERG) of \$1.9 million to replace aging buses in our fleet. Reading Road and Hamilton Avenue were selected as the first two corridors in Hamilton County to receive Bus Rapid Transit (BRT) service. The Transit Infrastructure Fund awarded \$40 million for 36 projects in 25 municipalities in Hamilton County. Ohio Loves Transit Week will take place February 5-11th. He then concluded his report.

The SORTA Board of Trustees accepted his report as presented.

YEAR IN REVIEW

The SORTA Board of Trustees accepted the video as presented.

GOVERNANCE AND NOMINATING COMMITTEE: ELECTION OF OFFICERS- 2023 CHAIR AND VICE CHAIR OF THE SORTA BOARD OF TRUSTEES

Ms. Black stated the Governance and Nominating Committee (Ms. Black, Ms. Beridon, Mr. Hinton, and Ms. Robinson) recommended Kreg Keesee as the Chair and Alyson Beridon as the Vice-Chair of the SORTA Board.

Mr. Keesee asked if there were any other nominations. Hearing none, he declared the nominations closed.

Ms. Black moved for adoption and Mr. Harris seconded the motion.

By roll call vote, the Board approved Mr. Keesee as Board Chair and Ms. Beridon as Vice Chair.

NEW BUSINESS

None

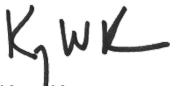
ADJOURNMENT

The meeting adjourned at 10:15 A.M.

NEXT MEETING


The next regular meeting of the SORTA Board of Trustees has been scheduled for
March 28th, 2023, at 9:00 A.M.
the SORTA/Metro Board Room, at 525 Vine Street, Cincinnati, Ohio.

APPROVED:



Kreg Keesee
Chair, SORTA Board

ATTESTED:



Darryl Haley
CEO/General Manager/Secretary-Treasurer

Thank you for your service!



Blake Ethridge
5 years of service
2/12/2018



Allen Freeman
5 years of service
2/12/2018



Robert Harris
5 years of service
2/12/2018
11/1997-11/2005



Rod Hinton
5 years of service
2/28/2018



BOARD OF TRUSTEES
 SOUTHWEST OHIO REGIONAL TRANSIT AUTHORITY
 RESOLUTION NO. 2023-10

APPROVAL OF CONTRACT MODIFICATION FOR A&E SERVICES FOR BUS WASHER STATIONS

WHEREAS:

- 1. SORTA current bus wash systems at the Queensgate and Bond Hill facilities are beyond useful life and in need of replacement.
- 2. Preliminary inspection of the sites revealed a greater degree of deterioration than originally believed, calling for additional A&E inspections and drawings for needed repairs.
- 3. Staff recommends that the Board approve contract modifications with R.E. Warner & Associates, Inc. for architectural and engineering services required for the installation of new bush washers, at a cost not to exceed \$67,278 and a total contract amount up to \$167,189.
- 4. This expenditure will be funded with local capital funds.

THEREFORE, BE IT RESOLVED:

6. The Board hereby approves the contract modifications as recommended by SORTA Staff and authorizes the CEO/General Manager/Secretary-Treasurer and Senior Director of Procurement to execute such contract modifications with R.E. Warner & Associates, Inc. on behalf of SORTA, at a cost not to exceed \$67,278, for a total contract amount up to \$167,189.

MOVED BY:	Blake Ethridge	SECOND BY:	Gwen Robinson
VOTE Aye:	Ms. Black, Ms. Beridon, Mr. Driehaus, Mr. Ethridge, Mr. Hinton, Mr. Keese, Ms. Sheets and Ms. Robinson		
Nay:	None		
Abstain:	None		
ABSENT AT THE TIME:	Ms. Clark, Mr. Harris, and Ms. Taylor		
PRESENT NON-VOTING MEMBERS:	Mr. Emenecker		
ABSENT NON-VOTING MEMBERS AT THE TIME:	Mr. Freeman		
APPROVED:	February 28, 2023		

February 2023

ACTION ITEM – APPROVAL OF CONTRACT MODIFICATION FOR A&E SERVICES FOR BUS WASHER STATIONS

STRATEGIC PLAN GOAL / OBJECTIVE

- Operational Excellence

RECOMMENDATION

Approval of a resolution authorizing the CEO/General Manager/Secretary-Treasurer or Senior Director of Procurement to execute a contract modification with R.E. Warner & Associates, Inc. on behalf of SORTA, increasing the not to exceed amount of the agreement to \$167,189.

FINANCIAL CONSIDERATIONS

- This contract modification will start on the date of execution, which will occur immediately following Board approval, and will end December 31, 2023. The budgeted amount for the modification estimated at \$67,278, bringing the total not to exceed budgeted amount to \$167,189.
- This expenditure will be funded with local capital funds.

BUSINESS PURPOSE

- This contract is for architectural and engineering services required for the installation of new bush washers at Metro operating facilities.
- Preliminary inspection of the sites revealed a greater degree of deterioration than originally believed, calling for additional A&E inspections and drawings for needed repairs.

PROCUREMENT CONSIDERATIONS

- This is a firm fixed price type of contract.
- This contract will remain effective until December 2023.
- No other terms or conditions are being modified.
- The contract procurement summary is attached.

D/M/WBE CONSIDERATIONS

- No DBE goal was established for the contract modification.
- R.E. Warner is a certified DBE firm.

LEGAL CONSIDERATIONS

- Section 306.43 of the Ohio Revised Code authorizes SORTA to contract for the provision of goods and services.

SUBMITTED BY:



Jeff Mundstock
Director of Fleet & Facilities



Darryl Haley
CEO/General Manager Secretary-Treasurer



PROCUREMENT SUMMARY & AWARD ANALYSIS
13-2022-2

PROJECT INFORMATION

Project Number: 13-2022
Short Description: Add Services to A&E Contract
Procurement Specialist: Kay Schutte
Department: Facilities
Project Manager: Brad Mook

PROJECT PLANNING

Long Description: Additional Costs added to A&E Consultant Services for New Bus Washer Stations for Queensgate & Bond Hill

Funding Source:	Local	0	Budget Year(s):	2023
Cost Estimate:	Fed	0	Budget Approved? (Y/N)	Y
	St	0		
	Add Loc	<u>\$67,278</u>		
	New Total	\$167,189		

List of Grants (if applicable): N/A

Planning Notes or Comments: SORTA intends to modify contract 13-2022 to add A&E Consultant Services related to Wash Bay Infrastructure Deterioration Assessment & Resolution Reports for Queensgate and Bond Hill locations.

SOLICITATION INFORMATION

Solicitation Notes or Comments: This is a modification to the existing contract to add A&E Consultant Services to the Scope of Work.

CONTRACT AWARD INFORMATION

Vendor: RE Warner
Contract Type: CPFF
Award Amt: Full NTE \$167,189



**PROCUREMENT SUMMARY & AWARD ANALYSIS
13-2022-2**

Performance Period: Contract modification to begin on date of execution and full delivery by 12/31/2023.

D/W/MBE Participation: 1 prime firms
0 subcontracting firms
\$167,189 award value

Award-to-Estimate Ratio (Award/Estimate): 1.0

Award-to-Proposal Ratio (Award/Proposal): 1.0

Negotiated Savings from Proposed Amount: \$0.00

Determination of Price Reasonableness: SORTA has determined price to be fair and reasonable based on past pricing for the same services on 13-2022.

Contract Award Notes or Comments: RE Warner has submitted a price that is reasonable, and the work is relative to the current contract. It is determined to be in the best interest of SORTA to modify the existing contract to include the additional A&E Consultant services necessary.

By signing below, you affirm that you have reviewed and concur with the information contained in this Procurement Summary & Award Analysis.

Procurement Specialist:	<u><i>Kay Schutte</i></u>	Date: <u>2/1/2023</u>
	<small>DocuSigned by:</small>	
Project Manager:	<u><i>Brad Mook</i></u>	Date: <u>2/7/2023</u>
	<small>F7D067CCE4F1420... DocuSigned by:</small>	
Sr. Mgr. of Procurement:	<u><i>[Signature]</i></u>	Date: <u>2/7/2023</u>
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February 2023

ACTION ITEM – APPROVAL OF CONTRACT MODIFICATION TO TRANSIT PLANNING SOFTWARE

STRATEGIC PLAN GOAL / OBJECTIVE

- Operational Excellence

RECOMMENDATION

Approval of a resolution authorizing the CEO/General Manager/Secretary-Treasurer or Senior Director of Procurement to execute a contract modification with Urban Transportation Associates, Inc. on behalf of SORTA, at a cost not to exceed \$322,840.

FINANCIAL CONSIDERATIONS

- This contract modification will start on the date of execution, which will occur immediately following Board approval, and will end January 31, 2026. The budgeted amount for the modification estimated at \$119,590, bringing the total not to exceed budgeted amount to \$322,840.
- This expenditure will be funded with local operating funds.

BUSINESS PURPOSE

- This contract is for software needed to gather and analyze ridership data collected via the automated passenger counters installed on each fixed route vehicle.
- The current software is installed on local servers, limiting critical functions such as tailored data reports, automated report deliveries, and more relevant data analysis functions.
- Cloud-based Software as a Service solutions are needed to expand Metro's ridership data collection and reporting efforts.

PROCUREMENT CONSIDERATIONS

- This is a firm fixed price type of contract.
- This contract will remain effective until January 2026.
- No other terms or conditions are being modified.
- The contract procurement summary is attached.

D/M/WBE CONSIDERATIONS

- No DBE goal was established for the contract modification.

LEGAL CONSIDERATIONS

- Section 306.43 of the Ohio Revised Code authorizes SORTA to contract for the provision of goods and services.

SUBMITTED BY:



Steve Anderson
Director of Transit Development and Innovation



Darryl Haley
CEO/General Manager Secretary-Treasurer



PROCUREMENT SUMMARY & AWARD ANALYSIS

PROJECT INFORMATION

Project Number: 45-2020 Mod 1
Short Description: UTA Cloud Upgrade for Year 2023 thru 2025
Procurement Specialist: Jason Roe
Department: Development
Project Manager: Khaled Shammout

PROJECT PLANNING

Long Description: APC Analytic reporting tool systems upgrade.
Funding Source: Local **Budget Year(s):** 2023 - 2025
Cost Estimate: Fed 0 **Budget Approved? (y/n)** Yes
 St 0
 Loc \$119,590.00
Total \$119,590.00

List of Grants (if applicable): N/A

Planning Notes or Comments: This is a modification to existing contract 45-2020. This upgrade will migrate APC reporting tools to a cloud hosted configuration. The data will be removed from SORTA servers and stored within the cloud. Data backup will be performed weekly, and analytic support is available. Reports will be scheduled and available for download in various formats.

PREVIOUS CONTRACT INFORMATION

Previous Project Number (solicitation): 45-2020
Vendor: Urban Transportation Associates, Inc.
Contract Number: 45-2020 **Start Date:** 1/20/21 **End Date:** 1/31/26
NTE Amount: \$203,250

Previous Contract Notes or Comments: Modification of the existing contract to include cloud-based services for the remainder of the term.

SOLICITATION INFORMATION

Solicitation Type: Sole Source **Open Date:** 2/10/2023 **Close Date:** 2/13/2023

DBE Goal %: 0 **SBE Goal %:** 0

Vendor Outreach: Total Firms: 1

DBE Firms: 0

SBE Firms: 0

Email Firms: 0

Public Purch.: 0

Vendor Responses: Total Downloads: N/A

Total Submissions: 1

DBE Submissions: 0 (prime) 0 (subcontractor)

SBE Submissions: 0 (prime) 0 (subcontractor)

Non-responsive Submissions: NA

Non-responsive Determination: NA

Vendor Recommendation: Urban Transportation Associates, Inc.

Solicitation Notes or Comments: NA

CONTRACT AWARD INFORMATION

Vendor: Urban Transportation Associates, Inc.

Contract Type:	Firm Fixed Price		Start	End
Award Amnt:	Full NTE	\$322,840	Full Term Period:	1/20/21 1/31/26
	<i>Base Term</i>	\$203,250	<i>Base Term</i>	1/20/21 1/31/26
	<i>Option 1</i>	\$38,500	<i>Option 1</i>	3/1/22 1/31/24
	<i>Option 2</i>	\$39,848	<i>Option 2</i>	2/1/24 1/31/25
	<i>Option 3</i>	\$41,242	<i>Option 3</i>	2/1/25 1/31/26

D/W/MBE Participation: 0 prime firms (number)

0 subcontracting firms (number)

0 award value (dollars)

Award-to-Estimate Ratio (Award/Estimate): 1.0 (\leq 1.0 goal)

Award-to-Proposal Ratio (Award/Proposal): 1.0 (\leq 1.0 goal)

Negotiated Savings from Proposed Amount: \$0.00 (\geq \$0.00 goal)

Determination of Price Reasonableness: The price proposal submitted from UTA is similar to that provided for similar transit projects for Palm Tran, Kitsap Transit and Ben Franklin Transit.

Contract Award Notes or Comments: Urban Transportation Associates, Inc. has submitted a proposal most advantageous to SORTA, cost and all other factors considered; it has the capacity to perform this contract in all respects and is recommended for award.

By signing below, you affirm that you have reviewed and concur with the information contained in this Procurement Summary & Award Analysis.

Procurement Specialist: DocuSigned by: Jason Roe . **Date:** 2/13/2023
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Project Manager: DocuSigned by: Khaled Shammout . **Date:** 2/13/2023
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Dir. of Procurement: DocuSigned by: [Signature] . **Date:** 2/14/2023
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February 2023

ACTION ITEM – APPROVAL OF CONTRACT MODIFICATION FOR PRE-EMPLOYMENT BACKGROUND CHECKS

STRATEGIC PLAN GOAL / OBJECTIVE

- Operational Excellence

RECOMMENDATION

Approval of a resolution authorizing the CEO/General Manager/Secretary-Treasurer or Senior Director of Procurement to execute a contract modification with ClearStar, Inc. on behalf of SORTA, at a cost not to exceed agreement to \$177,213.

FINANCIAL CONSIDERATIONS

- This contract modification will start on the date of execution, which will occur immediately following Board approval, and will end June 30, 2023. The unbudgeted amount for the modification estimated at \$46,013, bringing the total not to exceed contract amount to \$ 177,213.
- This expenditure will be funded with local operating funds.

BUSINESS PURPOSE

- This contract is for pre-employment background checks required as part of the Metro hiring process.
- Increased recruiting efforts has resulted in higher-than-expected employment offers across all Metro functions.
- Additional funding is needed to continue pre-employment background checks through the end of the contract term.
- One additional month is needed to complete a solicitation process for a renewal contract.

PROCUREMENT CONSIDERATIONS

- This is an indefinite delivery, indefinite quantity (IDIQ) type contract.
- This contract will remain effective until June 2023.
- The contract termination date is being extended to June 2023.
- The contract procurement summary is attached.

D/M/WBE CONSIDERATIONS

- No DBE goal was established for the contract modification.

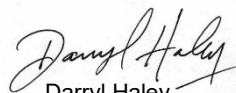
LEGAL CONSIDERATIONS

- Section 306.43 of the Ohio Revised Code authorizes SORTA to contract for the provision of goods and services.

SUBMITTED BY:



Adriene Hairston
Sr. Vice President of Human Resources



Darryl Haley
CEO/General Manager Secretary-Treasurer



PROCUREMENT SUMMARY & AWARD ANALYSIS

PROJECT INFORMATION

Project Number: 30-2018
Short Description: Pre-Employment Background Check Services
Procurement Specialist: Angela Meade
Department: Human Resources
Project Manager: Dakota Schwan

PROJECT PLANNING

Long Description: The purpose of this modification is for adding additional funds to existing contract for background check services to ensure enough funds are available to reach the end of the contract period.

Funding Source:	Local	Budget Year(s):	2023
Cost Estimate:	Fed \$0	Budget Approved?	Yes
	St \$0		
	Loc <u>\$46,013</u>		
	Total \$46,013		

List of Grants (if applicable): N/A

Planning Notes or Comments: Due to the increase in hiring there has been an increase in number of new hires that require background check services. These funds are needed to pay current outstanding invoices and fund the contract through the end of June.

PREVIOUS CONTRACT INFORMATION

Previous Project Number (solicitation): 30-2018
Vendor: Integrity Support Services (dba Employment Screening Resources)
Contract Number: 30-2018 **Start Date:** 5/22/2018 **End Date:** 5/22/23
NTE Amount: \$131,123
Contract Modifications: Four modifications have been made for a total of \$81,623.

Previous Contract Notes or Comments: During the life of this contract, we have added additional funds to extend the contract for two (1) year option periods as well as adding funds due to higher than estimated number of new hires.

SOLICITATION INFORMATION

Solicitation Type: Modification (addition of funds and extension of time)

Vendor Recommendation: ClearStar Inc

Solicitation Notes or Comments: Extending the current contract until 06/30/23 to allow time for a new contract to be solicited and approved. Adding additional funds to pay outstanding invoices and cover the remainder of the contract including the extension.

CONTRACT AWARD INFORMATION

Vendor: ClearStar Inc.

Contract Type:	Firm Fixed	Start	End
Award Amount:	Full NTE \$177,213	Full Term Period:	5/22/18 6/30/23

Determination of Price Reasonableness: The price is determined to be reasonable since price of services has not increased for this contract period.

Contract Award Notes or Comments: N/A

By signing below, you affirm that you have reviewed and concur with the information contained in this Procurement Summary & Award

Procurement Specialist:	<small>DocuSigned by:</small> <i>Angela R. Meade</i>	Date:	2/3/2023
Project Manager:	<small>DocuSigned by:</small> <i>Dakota Schwan</i>	Date:	2/3/2023
Dir. of Procurement:	<small>DocuSigned by:</small> <i>Jill</i>	Date:	2/3/2023

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February 2023

ACTION ITEM – APPROVAL CONTRACT MODIFICATION FOR BUS STOP BENCH AND ADA PAD SERVICES

STRATEGIC PLAN GOAL / OBJECTIVE

- Operational Excellence

RECOMMENDATION

Approval of a resolution authorizing the CEO/General Manager/Secretary-Treasurer or Senior Director of Procurement to execute a contract modification with Prus Construction on behalf of SORTA, increasing the not to exceed amount of the agreement to \$2,647,237.

FINANCIAL CONSIDERATIONS

- This contract modification will start on the date of execution, which will occur immediately following Board approval, and will end December 31, 2027. The unbudgeted amount for the modification is \$512,237, bringing the total not to exceed contract amount to \$2,647,237.
- \$261,630 is needed for installation of bus stop shelters; \$9,949 is needed for installation of anti-theft bolts for bus stop benches; \$240,658 is being added for contingency funding.
- This expenditure will be funded with local capital funds.

BUSINESS PURPOSE

- This contract is for the purchase and installation of passenger benches to be installed at various Metro bus stops throughout the service area.
- Metro recently purchased 27 bus stop shelters due to termination of a separate revenue contract with Adspore.
- The installation of bus stop shelters within the City of Cincinnati is subject to the same Revocable Street Privilege (RSP) process as bus stop benches.
- Prus Construction is proficient and familiar with the RSP process and is currently supplying the materials and services for installation, creating economies of scale for bus stop amenities installation.
- Additional funding is needed so that Prus can install anti-theft bolts for all bus benches.
- The project team is also requesting to add a 10% contingency to the contract, a standard budget line item for construction contracts.

PROCUREMENT CONSIDERATIONS

- This is a firm fixed price type contract.
- This contract will remain effective until December 2027.
- No other modifications are being executed for this award.
- The contract procurement summary is attached.

D/M/WBE CONSIDERATIONS


- No DBE goal was established for the contract modification; however, a 6.13% DBE goal was included with the original solicitation.
- The original contract award included \$225,000 (10.54%) in DBE participation for installation services.

LEGAL CONSIDERATIONS

- Section 306.43 of the Ohio Revised Code authorizes SORTA to contract for the provision of goods and services.

SUBMITTED BY:


Steve Anderson
Director of Transit Development & Innovation


Darryl Haley
CEO/General Manager Secretary-Treasurer



PROCUREMENT SUMMARY & AWARD ANALYSIS

PROJECT INFORMATION

Project Number: 60-2022 – Modifications
Short Description: Bus Stop Bench and ADA Pad Installation
Purchasing Agent: Christina Harvey
Department: Development
Project Manager: Steve Anderson

PROJECT PLANNING

Long Description: Modification to add additional tasks to include installation of bus stop shelters and concrete pads. We are also upgrading the bolts and breakaway nuts as an anti-theft measure.

Funding Source:	Local	Budget Year(s):	2022-2027
Cost Estimate:	Fed \$0	Budget Approved?	Yes
	St \$0		
	Loc <u>\$512,237</u>		
Total	\$512,237		

List of Grants (if applicable): N/A

Planning Notes or Comments: Modification 1 is for additional tasks to be added to the existing contract for the installation of 27 bus shelters. Modification 2 is for the upgraded anti-theft bolts, anchors, and breakaway nuts. We are also adding a 10% contingency to be used for additional contract modifications.

SOLICITATION INFORMATION

Solicitation Type: Sole Source **Open Date:** 02/07/2023 **Close Date:** 02/07/2023
DBE Goal %: 6.13%
Vendor Outreach: Total Firms: 1
Vendor Responses: Total Downloads: 1
Total Submissions: 1
Vendor Recommendation: Prus Construction Co.

Solicitation Notes or Comments: NA

CONTRACT AWARD INFORMATION

Vendor: Prus Construction Co.

Contract Type:	Firm Fixed	Start	End
Award Amount:	Full NTE \$2,647,237	Full Term Period: 9/21/2022	12/31/2027
D/W/MBE Participation:	0 prime firm		
	1 subcontracting firm		
	\$225,000 award value		

Award-to-Estimate Ratio (Award/Estimate): 1

Award-to-Proposal Ratio (Award/Proposal): 1

Negotiated Savings from Proposed Amount: \$0

Determination of Price Reasonableness: Pricing is determined to be fair and reasonable based on a negotiated 6.6% savings for the shelter installation and a 7.19% negotiated savings on the installation and equipment for the anti-theft bolts and breakaway nuts. A 10% contingency used for construction projects is standard.

Contract Award Notes or Comments: Prus Construction Co. was determined to have submitted a bid acceptable to SORTA, cost and all other factors considered. Based on the independent cost estimate provided by the project manager, the bid amount is acceptable. SORTA has modified the contract to include the installation of 27 shelters, add the installation of anti-theft bolts and breakaway nuts as well as contingency funds to cover modifications that may arise during the construction phase of this contract.

By signing below, you affirm that you have reviewed and concur with the information contained in this Procurement Summary & Award Analysis.

Procurement Specialist:	DocuSigned by: <i>Christina Harvey</i> 79CEAA836B0B4DA...	Date:	2/13/2023
Project Manager:	DocuSigned by: <i>Steve Anderson</i> FF3E81B1FA554C8...	Date:	2/13/2023
Dir. of Procurement:	DocuSigned by: <i>[Signature]</i> 14D8DB9D77554F8...	Date:	2/13/2023

February 2023

ACTION ITEM – APPROVAL OF REVENUE CONTRACT FOR ROW BILLBOARD PLACEMENT LEASE

STRATEGIC PLAN GOAL / OBJECTIVE

- Financial Sustainability
- Strategic Partnering

RECOMMENDATION

Approval of a resolution authorizing the CEO/General Manager/Secretary-Treasurer or Senior Director of Procurement to execute a contract with Norton Outdoor Advertising on behalf of SORTA for the receipt of revenues totaling not less than \$119,350.

FINANCIAL CONSIDERATIONS

- This contract will start on the date of execution, which will occur immediately following Board approval, and will end February 28, 2028.
- The revenues to be collected for the annual lease of each property will be \$23,870 per year, or \$119,350 total.

BUSINESS PURPOSE

- Metro currently owns the Oasis rail right of way (ROW.)
- Metro allows Norton Outdoor Advertising, Inc. to place advertising signs on this ROW.
- Except for two locations that feature digital signs (for which SORTA receives 25 percent of sales,) the lease payments are in consideration of the space provided, not related to the revenue collected from advertising.
- Norton Outdoor Advertising, Inc. holds non-transferable permits for the placement of these advertising billboards. If they are no longer permitted to use this space, no one else can use it for advertising purposes and SORTA loses this revenue.
- Norton Outdoor Advertising, Inc. is responsible for removing or cutting brush, trees, weeds or other growth which would limit the visibility of the advertising.
- Norton Outdoor Advertising, Inc. holds SORTA harmless from any damages arising out of the existence, maintenance, construction, repair or removal of any signs/structures on this property.
- Revenue collection is used to lower annual operating costs.

PROCUREMENT CONSIDERATIONS

- This is a revenue contract and was not procured via competitive processes.
- This contract will remain effective until February 28, 2028.
- No procurement summary report is available for this award.

D/M/WBE CONSIDERATIONS

- No DBE goal was established for the contract award.

LEGAL CONSIDERATIONS

- Section 306.43 of the Ohio Revised Code authorizes SORTA to contract for the provision of goods and services.

SUBMITTED BY:



Dave Etienne
Director of Communications & Marketing



Darryl Haley
Chief Executive Officer/General Manager

February 2023

ACTION ITEM – APPROVAL OF CONTRACT FOR GARBAGE COLLECTION SERVICES

STRATEGIC PLAN GOAL / OBJECTIVE

- Operational Excellence

RECOMMENDATION

Approval of a resolution authorizing the CEO/General Manager/Secretary-Treasurer or Senior Director of Procurement to execute a contract with Rumpke Waste & Recycling on behalf of SORTA at a cost not to exceed \$268,371.

FINANCIAL CONSIDERATIONS

- This contract will start on the date of execution, which will occur immediately following Board approval, and will end April 30, 2028. The not to exceed amount for the contract is \$268,371 (\$53,674 per year).
- The budgeted amount for the contract was \$207,928, resulting in an unbudgeted variance of \$60,443 (22.5% unfavorable). The root cause of the variance is higher rates across all service industries and inflationary adjustments.

BUSINESS PURPOSE

- Metro requires bulk waste and recycling collection at each operating facility and several transit centers.
- This is a standard service.

PROCUREMENT CONSIDERATIONS

- Metro issued a request for proposals from qualified service providers. One vendor response was received. Per Ohio Revised Code (“ORC”) 306.43(D), “[w]here fewer than two competent proposals are received, a regional transit authority may negotiate price and terms with the sole proposer ...”
- The final price was negotiated, resulting in a cost savings of \$46,459.
- This is a firm fixed price type of contract.
- This contract will remain effective until April 30, 2028.
- The contract procurement summary is attached.

D/M/WBE CONSIDERATIONS

- No DBE goal was established for the contract award.
- No DBE firms submitted responses.

LEGAL CONSIDERATIONS

- Section 306.43 of the Ohio Revised Code authorizes SORTA to contract for the provision of goods and services.

SUBMITTED BY:



Jeff Mundstock
Director of Fleet & Facilities



Darryl Haley
CEO/General Manager Secretary-Treasurer



PROCUREMENT SUMMARY & AWARD ANALYSIS

PROJECT INFORMATION

Project Number: 95-2022
Short Description: Five (5) year Trash and Recycling Removal Services
Purchasing Agent: Christina Harvey
Department: Facilities
Project Manager: Jim Williams

PROJECT PLANNING

Long Description: Trash and recycling service for SORTA locations, Queensgate, Bond Hill, Access, and five Transit Hubs for a 5-year contract.

Funding Source:	Local	Budget Year(s):	2023
Cost Estimate:	Fed \$0	Budget Approved? (y/n)	Yes
	St \$0		
	Loc <u>\$207,928</u>		
Total	\$207,928		

List of Grants (if applicable): N/A

Planning Notes or Comments: Revisions to the scope of services from the previous contract include the addition of 5 transit hub locations, additional container service, and an increase in pickup frequency.

PREVIOUS CONTRACT INFORMATION

Previous Project Number (solicitation): 44-2019

Vendor:	Rumpke		
Contract Number:	44-2019	Start Date:	07/09/2019
		End Date:	07/31/2022
NTE Amount:	\$57,913		
Contract Spend:	\$57,913		
Unspent Balance:	\$0		

Previous Contract Notes or Comments: The previous contract was a three-year contract with base services for Queensgate, Bond Hill, and Access.

SOLICITATION INFORMATION

Solicitation Type: Firm Fixed **Open Date:** 11/16/2022 **Close Date:** 12/14/2022

DBE Goal %: 0% **SBE Goal %:** 0%

Vendor Outreach: Total Firms: 833

DBE Firms: 488

SBE Firms: 0

Email Firms: 3

Public Purch.: 342

Vendor Responses: Total Downloads: 28

Total Submissions: 1

DBE Submissions: 0 (prime) 0 (subcontractor)

SBE Submissions: 0 (prime) 0 (subcontractor)

Non-responsive Submissions: 0

Non-responsive Determination: N/A

Response Tabulation: N/A

Evaluation Committee Members: N/A

Technical Advisors: N/A

Evaluation Criteria: Lowest Price

Evaluation Tabulation: N/A

Vendor Recommendation: Rumpke

Solicitation Notes or Comments: SORTA received a single bid. Rumpke is determined to have submitted the proposal most advantageous to SORTA, cost and all other factors considered; and have the capacity to perform this contract in all respects and is recommended for award.

CONTRACT AWARD INFORMATION

Vendor: Rumpke

Contract Type:	Firm Fixed	Start	End
Award Amount:	Full NTE \$268,371	Full Term Period:	03/01/23 04/31/28
D/W/MBE Participation:	0 prime firms (number)		
	0 subcontracting firms (number)		
	0 award value (dollars)		

Award-to-Estimate Ratio (Award/Estimate): 1.29 (≤ 1.0 goal)

Award-to-Proposal Ratio (Award/Proposal): .85 (≤ 1.0 goal)

Negotiated Savings from Proposed Amount: \$46,459 (≥ \$0.00 goal)

Determination of Price Reasonableness: Price reasonableness has been determined by successful negotiations which resulted in a reduction in cost of 14.76% from the proposed price of \$314,830.

Contract Award Notes or Comments: We have had consistent fixed pricing since 2019 without a rate increase. The percentage of increase from our current base rate is 40% without the cost considerations of the scope changes. The percentage of increase for year two (2) will be 0%. The percentage of increase for year three (3) will be 3%. The percentage of increase for year four (4) and five (5) will be 5%.

EXECUTIVE LEADERSHIP REVIEW

Board Approval Required (Y/N): Yes

Action Item & Resolution Submission Date: 2/17/23

Committee Review Date: 2/21/23 **Board Review Date:** 2/28/23

By signing below, you affirm that you have reviewed and concur with the information contained in this Procurement Summary & Award Analysis.

Procurement Specialist:	DocuSigned by: <i>Christina Harvey</i> 79CEAA836B0B4DA...	Date:	1/30/2023
Project Manager:	DocuSigned by: <i>Jim Williams</i> 5B7EC531084F4E1...	Date:	1/31/2023
Dir. of Procurement:	DocuSigned by: <i>[Signature]</i> 14D8DB9D77554F8...	Date:	1/30/2023

BOARD OF TRUSTEES
SOUTHWEST OHIO REGIONAL TRANSIT AUTHORITY
RESOLUTION NO. 2023-16

APPROVAL OF CONTRACT FOR BULK MOTOR OIL

WHEREAS:

- 1. SORTA operates over 300 buses traveling approximately 9.8 million miles per year. The oil in each bus is required to be changed every 6,000 miles according to the manufacturer’s requirements, which ensures FTA compliance as well.
- 2. An Invitation for Bid (“IFB”) was sent to vendors within Public Purchase with relevant NAICS codes for motor oil.
- 3. SORTA staff reviewed the bids and is recommending that the Board accept the bid submitted by Petrochoice for a one (1) year contract for motor oil at a total cost not to exceed \$318,184 as the lowest responsive bid from a responsible bidder.
- 4. This expenditure will be funded with local operating funds.

THEREFORE, BE IT RESOLVED:

- 5. The Board hereby finds the bid of Petrochoice as recommended by the SORTA staff to be the lowest responsive bid from a responsible bidder, and awards to it a one-year (1) contract for motor oil, at a total cost not to exceed \$318,184.
- 6. The CEO/General Manager/ Secretary-Treasurer or the Senior Director of Procurement shall execute the contract on behalf of SORTA.

MOVED BY:	Blake Ethridge	SECOND BY:	Gwen Robinson
VOTE Aye:	Ms. Black, Ms. Beridon, Mr. Driehaus, Mr. Ethridge, Mr. Hinton, Mr. Keesee, Ms. Sheets and Ms. Robinson		
Nay:	None		
Abstain:	None		
ABSENT AT THE TIME:	Ms. Clark, Mr. Harris, and Ms. Taylor		
PRESENT NON-VOTING MEMBERS:	Mr. Emenecker		
ABSENT NON-VOTING MEMBERS AT THE TIME:	Mr. Freeman		
APPROVED:	February 28, 2023		

February 2023

ACTION ITEM- APPROVAL OF CONTRACT FOR BULK MOTOR OIL PURCHASE

STRATEGIC PLAN GOAL / OBJECTIVE

- Operational Excellence

RECOMMENDATION

Approval of a resolution authorizing the CEO/General Manager/Secretary-Treasurer or Senior Director of Procurement to execute a contract with PetroChoice on behalf of SORTA at a cost not to exceed \$318,184.

FINANCIAL CONSIDERATIONS

- The approved budget amount for the project is \$464,368.
- The not to exceed amount of the contract award is \$318,184, resulting in a favorable budget variance of \$146,184. The root cause is the drop in commodity pricing since the original estimate was created.
- The purchase will be funded from local operating funds.

BUSINESS PURPOSE

- Metro requires motor oil for all fleet vehicles.
- Revenue vehicles require a unique formula based on engine type, size, and operating miles.
- Motor Oil is a critical standard commodity that is subject to extreme market volatility and price fluctuations.

PROCUREMENT CONSIDERATIONS

- This is a firm fixed price type of contract.
- This contract was competed as an invitation to bid (IFB) and was awarded to the lowest responsive, responsible bidder.
- One vendor was determined to be nonresponsive due to the not meeting the specifications for the items to be purchased.
- The contract will remain effective until February 29, 2024.
- The contract procurement summary is attached.

D/M/WBE CONSIDERATIONS

- SORTA delivered the invitation to 11 certified DBE firms and received a response from 1.
- No D/M/WBE participation goal was established as there is limited opportunity for subcontracting work.

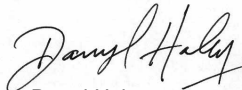
LEGAL CONSIDERATIONS

- Section 306.43 of the Ohio Revised Code authorizes SORTA to contract for the provision of goods and services.

SUBMITTED BY:



Jeff Mundstock
Director of Fleet and Facilities



Darryl Haley
CEO/General Manager Secretary-Treasurer



PROCUREMENT SUMMARY & AWARD ANALYSIS

PROJECT INFORMATION

Project Number: 01-2023
Short Description: Motor Oil
Purchasing Agent: Angela Meade
Department: Maintenance
Project Manager: Randy Stidham

PROJECT PLANNING

Long Description: 01-2023 Motor Oil
Funding Source: Local **Budget Year(s):** 2023
Cost Estimate: Fed \$0 **Budget Approved? (y/n)** Y
 St \$0
 Loc \$464,368
Total \$464,368

List of Grants (if applicable): N/A

Planning Notes or Comments: The cost estimate is based on the current contract price for 15w-40 motor oil. Due to the volatility of the market for petroleum products it is estimated that the market value of oil will go up approximately 10 percent. The cost estimate is based on a projected 30,000 gallons of 15W-40 diesel motor oil and 385 gallons of the 5W-40 full synthetic diesel motor oil.

PREVIOUS CONTRACT INFORMATION

Previous Project Number (solicitation): 06-2022

Vendor: PetroChoice
Contract Number: 120616 **Start Date:** 03/22/2022 **End Date:** 03/23/2023
NTE Amount: \$274,729.34
Contract Spend: \$202,537.90
Unspent Balance: \$72,191.44

Previous Contract Notes or Comments: Contract expires 03/23/2023, additional invoices are expected to be received and processed.

SOLICITATION INFORMATION

Solicitation Type: IFB **Open Date:** 01/05/2023 **Close Date:** 01/26/2023

DBE Goal %: 0 **SBE Goal %:** 0

Vendor Outreach: Total Firms: 306
DBE Firms: 11 (targeted)
SBE Firms: 0 (targeted)
Email Firms: 0 (targeted)
OpenGov.: 201 (broadcast)

Vendor Responses: Total Downloads: 11
 Total Submissions: 5
DBE Submissions: 1 (prime) 0 (subcontractor)
SBE Submissions: 0 (prime) 0 (subcontractor)

Non-responsive Submissions: 1

Non-responsive Determination: Bill's Battery Co. submitted a quote for a product that is no longer listed on the 200086 Cummins Approved Oil List.

Response Tabulation:

Vendor	Total
Bills Battery Co	\$307,951.75
www.petrochoice.com	\$318,183.40
Rely Supply, LLC	\$326,698.30
Glockner Oil Company	\$336,480.45
Next Generation Fuel, LLC	\$357,397.85

Vendor Recommendation: PetroChoice

Solicitation Notes or Comments: Bill's Battery quoted CAM2 Super HD Synthetic that was previously approved by Cummins but is no longer on the approved list (200086).

CONTRACT AWARD INFORMATION

Vendor: PetroChoice

Contract Type:	Firm Fixed	Start	End
Award Amount:	Full NTE \$318,184	Full Term Period:	03/01/2023 02/29/24
D/W/MBE Participation:	0 prime firms (number)		
	0 subcontracting firms (number)		
	0 award value (dollars)		

Award-to-Estimate Ratio (Award/Estimate): 0.69 (≤ 1.0 goal)

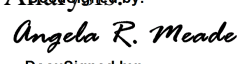


Award-to-Proposal Ratio (Award/Proposal): 1 (≤ 1.0 goal)

Negotiated Savings from Proposed Amount: 0 (≥ \$0.00 goal)

Determination of Price Reasonableness: Price reasonableness for this contract was determined by the competitive bid process. Pricing quoted by PetroChoice was approximately 11% less than the highest quote received and approximately 3.5% less than the next highest quote received.

Contract Award Notes or Comments: Quotes were received from five vendors, four were determined to meet the requirements stated in the Scope of Work. The lowest quote from Bill’s Battery was determined to be non-responsive, the product quoted did not meet the requirements.

By signing below, you affirm that you have reviewed and concur with the information contained in this Procurement Summary & Award Analysis.

Procurement Specialist:	 DocuSigned by: CE9D131144EE4AA...	Date:	2/7/2023
Project Manager:	 DocuSigned by: E5...	Date:	2/7/2023
Dir. of Procurement:	 14D8DB9D77554F8...	Date:	2/7/2023

BOARD OF TRUSTEES
SOUTHWEST OHIO REGIONAL TRANSIT AUTHORITY
RESOLUTION NO. 2023-18

AUTHORIZATION TO SUBMIT LETTER OF INTENT TO FEDERAL TRANSIT ADMINISTRATION (FTA) AND APPROVAL OF
PROJECT DEVELOPMENT FUND RESERVE FOR BRT READING ROAD COORIDOR

WHEREAS:

1. The passage of Issue 7 has allowed SORTA to deliver major transit system improvements to the residents of Hamilton County promised by the Reinventing Metro Plan (RIM) which included: frequency, hours of operation, overall reliability of the system, and other capital and technology projects. To further sustainable, multimodal, and regional system efforts, SORTA has expanded the mobility options such as Bus Rapid Transit (BRT).
2. By Resolution 2022-20, the SORTA Board approved a contract for professional engineering services to study its' existing transit system, corridors, and roadways in Cincinnati, Ohio and determine the paths which are best suited for bus rapid transit (BRT) development.
3. After a year of extensive corridor analysis, public outreach, and involvement, SORTA has selected two (2) corridors to receive the region's first Bus Rapid Transit (BRT) services, which were identified as the Hamilton Avenue and Reading Road corridors.
4. Staff recommends the SORTA Board to authorize the submittal Letter of Intent to the Federal Transit Administration (FTA) and to commit to completing the Project Development phase (with an estimated cost of \$19 million) of the Bus Rapid Transit (BRT) Reading Road Corridor Project.

THEREFORE, BE IT RESOLVED:

5. The SORTA Board hereby authorizes and directs the CEO/General Manager/Secretary-Treasurer or their designees to submit the letter of intent to the Federal Transit Administration (FTA) for the approval of entry of the Reading Road Corridor BRT into the Project Development phase of the FTA's Capital Investment Grant (CIG) Program as a Small Starts project.
6. The SORTA Board hereby authorizes and approves the CEO/General Manager/Secretary-Treasurer or their designees to commit to completing the Project Development phase (with an estimated cost of \$19 million) of the Bus Rapid Transit (BRT) Reading Road Corridor Project.

MOVED BY: Kreg Keesee SECOND BY: Blake Ethridge
VOTE Aye: Ms. Black, Ms. Beridon, Ms. Clark, Mr. Driehaus, Mr. Ethridge, Mr. Hinton, Mr. Keesee, Ms. Sheets and Ms. Robinson
Nay: None
Abstain: None
ABSENT AT THE TIME: Mr. Harris and Ms. Taylor
PRESENT NON-VOTING MEMBERS: Mr. Emeneker
ABSENT NON-VOTING MEMBERS AT THE TIME: Mr. Freeman
APPROVED: February 28, 2023

February 2023

ACTION ITEM- AUTHORIZATION TO SUBMIT LETTER OF INTENT TO FTA AND APPROVAL OF PROJECT DEVELOPMENT FUNDING RESERVE FOR BUS RAPID TRANSIT (HAMILTON CORRIDOR)

STRATEGIC PLAN GOAL / OBJECTIVE

- Strategic Planning
- Operational Excellence
- Customer Experience

RECOMMENDATION

Approval of a resolution authorizing the CEO/General Manager/Secretary-Treasurer, or their designee to submit a Letter of Intent to the Federal Transit Administration (FTA) and to commit to completing the Project Development phase (with an estimated cost of \$17 million) of the Bus Rapid Transit (BRT) Hamilton Avenue Corridor Project.

BACKGROUND

- The Southwest Ohio Regional Transit Authority (SORTA) is seeking the Federal Transit Administration's (FTA) approval for entry of the Hamilton Corridor BRT into the Project Development phase of the FTA's Section 5309 Capital Investment Grant (CIG) Program as a Small Starts project.
- Following a two-year public and stakeholder engagement program, SORTA is advancing its Reinventing Metro plan, adopted by the SORTA Board of Trustees in 2019. A major component of the plan is implementation of a regional BRT Network. SORTA initiated a Bus Rapid Transit Study in early 2022 which identified the region's first two BRT corridors: the Reading Road Corridor and the Hamilton Avenue Corridor.
- The 11-mile Hamilton Avenue BRT Corridor extends from the Riverfront Transit Center at Second Street in Downtown Cincinnati to the inner ring suburbs of North College Hill and Mount Healthy. The corridor runs from Downtown to the Over-the-Rhine, Mt. Auburn, Clifton Heights-University Heights neighborhoods, and Cincinnati's Uptown district. From Uptown it proceeds northwest, serving the Cincinnati neighborhoods of Heights, Clifton, Northside, and College Hill, extending north to the cities of North College Hill and Mount Healthy.
- The purpose of the Hamilton Avenue Corridor BRT is to provide an improved travel experience through frequent and reliable service between major regional travel destinations and employment, social, and economic opportunities. Project goals include: attracting riders and increasing transit mode share, improving transit speed and reliability, providing transportation network connectivity, providing equitable access to frequent service, ensuring constructability and compatibility with the built environment, and supporting economic development.
- The Hamilton Avenue Corridor BRT is currently estimated to cost \$143,600,000 in Year of Expenditure (YOE) dollars.

BUSINESS PROCESS

- N/A

FINANCIAL CONSIDERATIONS

- Once FTA approves SORTA to enter into project development phase, the \$17 million will be eligible for reimbursement through federal grants.

LEGAL CONSIDERATIONS

- N/A

SUBMITTED BY:



Darryl Haley
CEO/General Manager/Secretary-Treasurer

February 22, 2023

Ms. Felicia James, Associate Administrator for Planning and Environment
Federal Transit Administration
1200 New Jersey Avenue SE, East Building
Washington, DC 20590

Re: Request for Acceptance of the Southwest Ohio Regional Transit Authority's Reading Road Corridor Bus Rapid Transit (BRT) into Project Development

Dear Ms. James:

The Southwest Ohio Regional Transit Authority (SORTA) is seeking the Federal Transit Administration's (FTA) approval for entry of the **Hamilton Avenue Corridor BRT** into the Project Development phase of the FTA's Section 5309 Capital Investment Grant (CIG) Program as a Small Starts project.

Background

SORTA provides multimodal transportation service to Hamilton County, Ohio and its 49 cities, villages, and townships including the City of Cincinnati and adjacent portions of Butler, Clermont, and Warren counties, totaling 289 square miles. Hamilton County, with a population of 831,000, is part of the Cincinnati Metropolitan Statistical Area with a population of 2.6 million. In 2020, The City of Cincinnati had a population of 309,000 in 2020, an increase of 4.2% from 2010. SORTA currently operates a fleet of 309 buses on 48 Metro routes. In 2022, SORTA carried 9,679,228 passenger trips.

Following a two-year public and stakeholder engagement program, SORTA is advancing its Reinventing Metro plan, adopted by the SORTA Board of Directors in 2019. A major component of the plan is implementation of a regional BRT Network. SORTA initiated a Bus Rapid Transit Study in early 2022 which identified the region's first two BRT corridors: the **Hamilton Avenue Corridor** and the Reading Road Corridor.

In 2020, Hamilton County voters approved an 0.8 percent sales tax to expand transit service and transit-related infrastructure improvements. The levy is expected to generate \$130 million a year, adjusted for inflation, 75 percent of which is allocated to transit operations and improvements for the next 25 years. A portion of the sales tax will be used to support the annual operational and financing expense of the BRT corridors. As a result, SORTA has secured a path forward that will accelerate the BRT project to potentially begin construction in 2026.

Sponsor and Partners

The Hamilton Avenue BRT Corridor project is sponsored by SORTA in cooperation with the City of Cincinnati, the entity that owns most of the roadways on which the Reading BRT corridor will operate and that will be involved in design decisions. Additional cooperative partners include Hamilton County, the Cincinnati USA Regional Chamber, and the Ohio-Kentucky Indiana Regional Council of Governments, the Metropolitan Planning Organization for the Cincinnati area.

Project Manager and Key Staff

- Darryl Haley, Chief Executive Officer dhaley@go-metro.com
- Khaled Shammout, Chief Strategic Planning, Development & innovation Officer and BRT Study Project Manager kshammout@go-metro.com
- Steve Anderson, Director of Transit Development & Innovation and BRT Study Deputy Project Manager sanderson@go-metro.com

Description of the Corridor

The 11-mile Hamilton Avenue BRT Corridor is shown in **Enclosure 1**. It extends from the Riverfront Transit Center at Second Street in Downtown Cincinnati to the inner ring suburbs of North College Hill and Mount Healthy. The corridor runs from Downtown to the Over-the-Rhine, Mt. Auburn, Clifton Heights-University Heights neighborhoods, and Cincinnati's Uptown district. From Uptown it proceeds northwest, serving the Cincinnati neighborhoods of Heights, Clifton, Northside, and College Hill, extending north to the cities of North College Hill and Mount Healthy.

The Hamilton Avenue Corridor and planned Reading Road BRT Corridor will operate along the same alignment and serve the same stations between Downtown and Uptown, the Cincinnati's region's two largest employment and activity centers, Downtown and Uptown. Several major employers are headquartered Downtown, including four Fortune 500 companies. The Uptown district is anchored by the 48,000-student University of Cincinnati and the medical center area, with 45,000 jobs and four of Cincinnati's largest employers. The portion of the corridor north of Uptown is rapidly revitalizing and the entire corridor exhibits significant redevelopment and growth potential.

The Hamilton Avenue Corridor is also heavily residential, with a total population of 148,926. The corridor is demographically diverse, with 27% of residents are identifying themselves as minority and 56% percent classified as low income. Persons aged 65 and older and with a disability each comprise 12% and 13% percent of the total population, respectively. Zero car households comprise 21% of the corridor total

Current Levels of Transit Service

The primary bus route in the corridor is Route 17 Hamilton Avenue-Mt. Healthy. It is one of the highest ridership route in the Metro system, carrying an average of 4,684 weekday riders. It operates every 15 minutes during peak periods and 10-15 minutes in the off-peak. Operating on a major travel and commuter corridor, Route 17's average speed is 14.1 mph with on-time performance of 80%. Two other routes, 46 Avondale-Winton Hills and 90 Metro*Plus, also serve the segment between Downtown and Uptown. Including activity at all stops on all routes serving a portion of the proposed alignment, 5,800 boardings occur each weekday.

Purpose and Need

The purpose of the Hamilton Avenue Corridor BRT is to provide an improved travel experience through frequent and reliable service between major regional travel destinations and employment, social, and economic opportunities. Project goals include: attract riders and increase transit mode share, improve transit speed and reliability, provide transportation network connectivity, provide equitable access to

frequent service, ensure constructability and compatibility with the built environment, and support economic development

Proposed Project

The Hamilton Avenue Corridor consists of a BRT line operating in a combination of dedicated center-running transit lanes, existing peak period curbside transit-only lanes, curbside Bus and Turn (aka Business Access and Transit, or BAT) lanes, and mixed traffic. Enclosure 2 shows the alignment and BRT treatments for each segment and lane type. Dedicated bus only lanes comprise 22% of the alignment while BAT lanes comprise 54%, resulting in bus priority lanes along 76% of the corridor. It is expected that nearly all of the BRT line will be located within existing right-of-way with minimal property acquisition. Transit signal priority (TSP) will be employed, along with queue jumps, at strategic locations.

The corridor serves the Government Square and Riverfront transit centers in downtown Cincinnati. Government Square is the largest transit hub in the region system, served by 38 Metro routes with direct connections to Transit Authority of Northern Kentucky (TANK) routes, Clermont Transportation Connection (CTC) routes, and the Cincinnati Connector streetcar line. The BRT line will operate along parallel streets one block apart, primarily along BAT lanes.

In Uptown, the BRT line will operate in dedicated center running lanes on Jefferson Avenue and a portion of Dr. Martin Luther King, Jr. Drive (MLK). The corridor continues on center running lanes on MLK and Clifton Avenue (serving TriHealth Good Samaritan Hospital and Hebrew Union College), briefly operating in mixed traffic in the Clifton Business District before resuming center lane operation on Ludlow Avenue to 10,500-student Cincinnati State Technical and Community College. It will operate in mixed traffic in Northside and serve the Northside Transit Center, the second largest Metro transfer point and largest outside downtown, providing connections to six local and crosstown routes. The remainder of the alignment is on BAT lanes along Hamilton Avenue.

Hamilton Avenue BRT will feature 20 full-size stations accommodating 60-ft. articulated, zero emission buses. Stations will be in full compliance with the Americans with Disabilities Act (ADA), accommodating level boarding and providing clear and unobstructed pathways, and visual and audio messages. Stations will also include large shelters, seating, real-time information displays, lighting, bicycle parking, landscape/streetscape enhancements, and pedestrian access improvements. A park & ride facility will be at the northern terminus of the corridor.

As part of SORTA's long term vision for a regional BRT network, the Hamilton Avenue BRT corridor will be specially branded, with a unique brand name, color and graphics scheme, unified station design theme, and features that will convey the significance of the corridor-based service and associated infrastructure apart from existing local Metro service. Service frequency will be 10 minutes during the peak and 10/15 minutes during off-peak periods. Existing underlying local service will be retained with an adjustment to frequency. SORTA's existing operating and maintenance facilities will support the new BRT buses.

Capital Cost Estimate

The Hamilton Avenue Corridor BRT is currently estimated to cost \$143,600,000 in Year of Expenditure (YOE) dollars. The estimate will be refined as the corridor advances through the Project Development phase. A detailed financial plan is currently in development and will be promptly shared with FTA. The plan will identify sources of state and local funding for capital and operations.

Prior Studies

The Hamilton Avenue Corridor BRT was identified in the [Reinventing Metro Service Implementation Study \(SORTA, 2019\)](#). Hamilton Avenue was initially identified as a potential BRT corridor in the report [Analysis of Potential Arterial Bus Rapid Transit Corridors in Cincinnati and Northern Kentucky \(City of Cincinnati, 2012\)](#).

Estimated Cost of Project Development and Funding Available and Committed

Table 1 shows the estimated cost of Project Development.

Table 1: Estimated Cost of Project Development

Environmental	\$1,564,000
Preliminary Engineering & Design	\$8,925,000
Project Management	\$1,326,000
Design Contingency	\$5,185,000
Total	\$17,000,000

The Project Development phase will be funded through the Issue 7 sales tax. **Enclosure 3** provides documentation of funding commitments as part of a SORTA Board Resolution.

Project Timeline

Enclosure 4 shows the projected timeline for completing the Hamilton Avenue Corridor BRT project. The timeline shows completion of Project Development requirements by the end of 2024 and assumes receipt of Small Starts funding in FY 2027 and FY 2028. Given its placement almost exclusively within existing public right-of-way, the project is anticipated to require a Documented Categorical Exclusion (DCE). SORTA is currently undertaking an environmental screening that will result in submittal of a class of action determination request to FTA.

Thank you for the opportunity to submit this application consideration of the project into the CIG Program. SORTA looks forward to advancing the Hamilton Avenue Corridor BRT project in full coordination with FTA. If you have any questions regarding this submission, please contact Khaled Shammout, SORTA's Chief Planning, Development & Innovation Officer, at (513) 632-7671 or by email at kshammout@go-metro.com.

Sincerely,

Darryl Haley
Chief Executive Officer

cc: Kelly Brookins, Regional Administrator for FTA Region 5
Elizabeth Day, Director, Office of Capital Project Development

Enclosures:

Enclosure 1 – Reading Road Corridor Project Map

Enclosure 2 – Reading Road Corridor BRT Lane Treatments

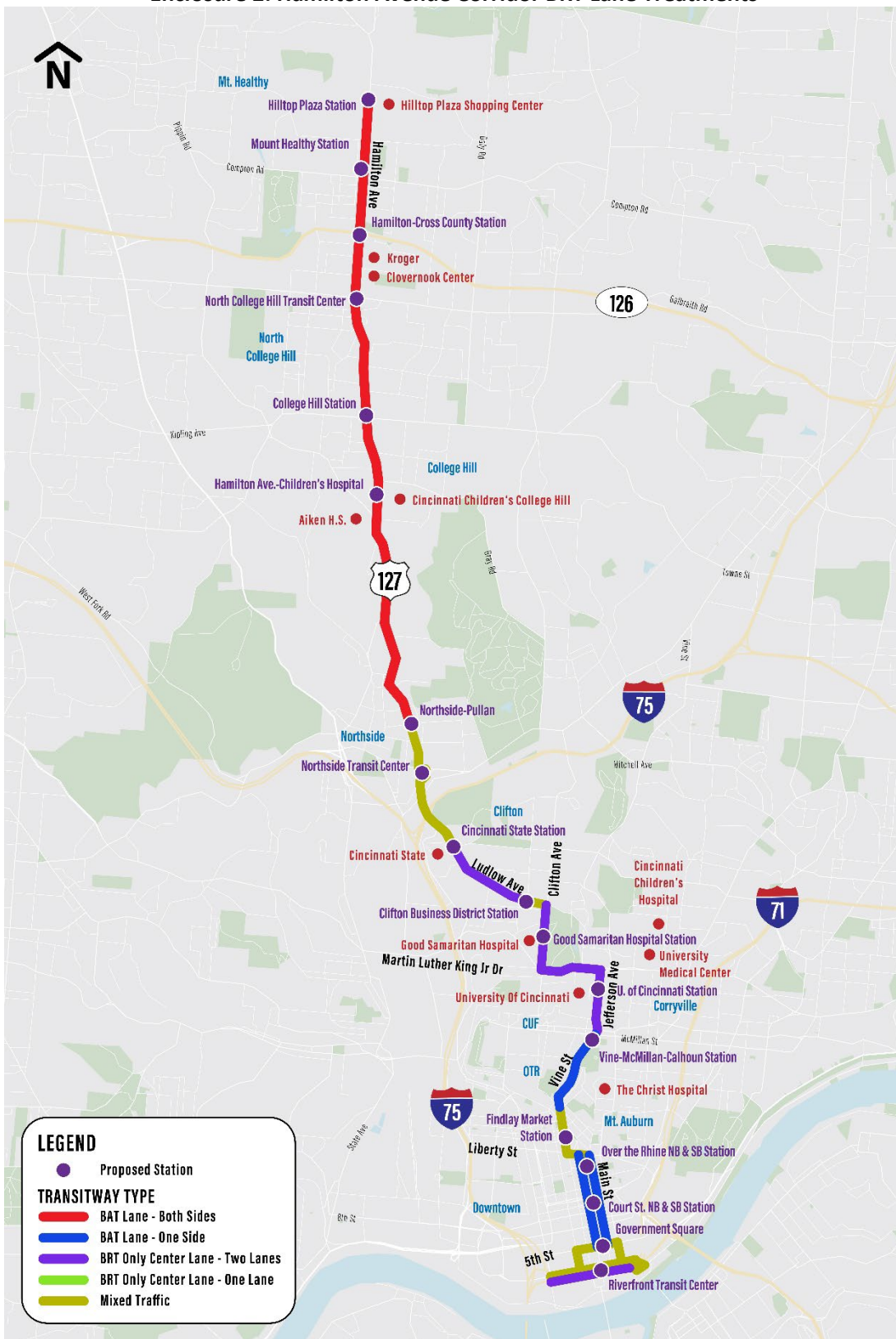
Enclosure 3 – SORTA Board Resolution and Commitment of Funds

Enclosure 4 – Project Timeline

Enclosure 1: Hamilton Avenue Corridor Project Map

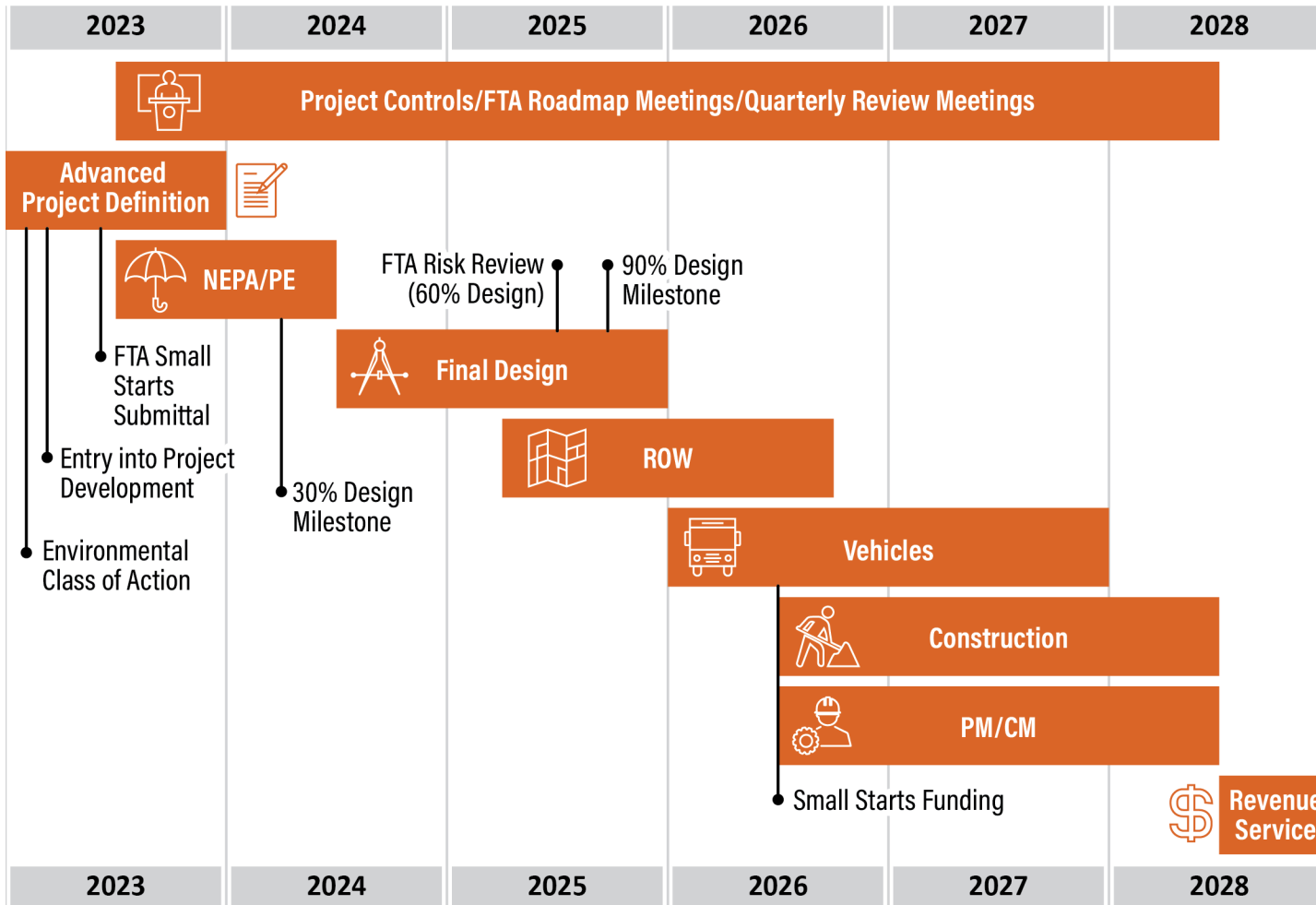


Enclosure 2: Hamilton Avenue Corridor BRT Lane Treatments



Enclosure 3: SORTA Board Resolution and Commitment of Funds

Enclosure 4: Project Timeline



BOARD OF TRUSTEES
SOUTHWEST OHIO REGIONAL TRANSIT AUTHORITY
RESOLUTION NO. 2023-18

AUTHORIZATION TO SUBMIT LETTER OF INTENT TO FEDERAL TRANSIT ADMINISTRATION (FTA) AND APPROVAL OF
PROJECT DEVELOPMENT FUND RESERVE FOR BRT READING ROAD COORIDOR

WHEREAS:

1. The passage of Issue 7 has allowed SORTA to deliver major transit system improvements to the residents of Hamilton County promised by the Reinventing Metro Plan (RIM) which included: frequency, hours of operation, overall reliability of the system, and other capital and technology projects. To further sustainable, multimodal, and regional system efforts, SORTA has expanded the mobility options such as Bus Rapid Transit (BRT).
2. By Resolution 2022-20, the SORTA Board approved a contract for professional engineering services to study its' existing transit system, corridors, and roadways in Cincinnati, Ohio and determine the paths which are best suited for bus rapid transit (BRT) development.
3. After a year of extensive corridor analysis, public outreach, and involvement, SORTA has selected two (2) corridors to receive the region's first Bus Rapid Transit (BRT) services, which were identified as the Hamilton Avenue and Reading Road corridors.
4. Staff recommends the SORTA Board to authorize the submittal Letter of Intent to the Federal Transit Administration (FTA) and to commit to completing the Project Development phase (with an estimated cost of \$19 million) of the Bus Rapid Transit (BRT) Reading Road Corridor Project.

THEREFORE, BE IT RESOLVED:

5. The SORTA Board hereby authorizes and directs the CEO/General Manager/Secretary-Treasurer or their designees to submit the letter of intent to the Federal Transit Administration (FTA) for the approval of entry of the Reading Road Corridor BRT into the Project Development phase of the FTA's Capital Investment Grant (CIG) Program as a Small Starts project.
6. The SORTA Board hereby authorizes and approves the CEO/General Manager/Secretary-Treasurer or their designees to commit to completing the Project Development phase (with an estimated cost of \$19 million) of the Bus Rapid Transit (BRT) Reading Road Corridor Project.

MOVED BY: Kreg Keesee SECOND BY: Blake Ethridge
VOTE Aye: Ms. Black, Ms. Beridon, Ms. Clark, Mr. Driehaus, Mr. Ethridge, Mr. Hinton, Mr. Keesee, Ms. Sheets and Ms. Robinson
Nay: None
Abstain: None
ABSENT AT THE TIME: Mr. Harris and Ms. Taylor
PRESENT NON-VOTING MEMBERS: Mr. Emenecker
ABSENT NON-VOTING MEMBERS AT THE TIME: Mr. Freeman
APPROVED: February 28, 2023

February 2023

ACTION ITEM- AUTHORIZATION TO SUBMIT LETTER OF INTENT TO FTA AND APPROVAL OF PROJECT DEVELOPMENT FUNDING RESERVE FOR BUS RAPID TRANSIT (READING ROAD CORRIDOR)

STRATEGIC PLAN GOAL / OBJECTIVE

- Strategic Planning
- Operational Excellence
- Customer Experience

RECOMMENDATION

Approval of a resolution authorizing the CEO/General Manager/Secretary-Treasurer, or their designee to submit a Letter of Intent to the Federal Transit Administration (FTA) and to commit to completing the Project Development phase (with an estimated cost of \$19 million) of the Bus Rapid Transit (BRT) Reading Road Corridor Project.

BACKGROUND

- The Southwest Ohio Regional Transit Authority (SORTA) is seeking the Federal Transit Administration's (FTA) approval for entry of the **Reading Corridor BRT** into the Project Development phase of the FTA's Section 5309 Capital Investment Grant (CIG) Program as a Small Starts project.
- Following a two-year public and stakeholder engagement program, SORTA is advancing its Reinventing Metro plan, adopted by the SORTA Board of Directors in 2019. A major component of the plan is implementation of a regional BRT Network. SORTA initiated a Bus Rapid Transit Study in early 2022 which identified the region's first two BRT corridors: the **Reading Road Corridor** and the Hamilton Avenue Corridor.
- The 10-mile Reading Road BRT Corridor extends from the Riverfront Transit Center at Second Street in Downtown Cincinnati to Cincinnati's Roselawn neighborhood. The corridor runs from Downtown to the Over-the-Rhine, Mt. Auburn, Clifton Heights-University Heights neighborhoods, and Cincinnati's Uptown district. From Uptown it proceeds northeast, serving the neighborhoods of Corryville, Avondale, North Avondale, Paddock Hills, Bond Hill, and Roselawn.
- The purpose of the Reading Road Corridor BRT is to provide an improved travel experience through frequent and reliable service between major regional travel destinations and employment, social, and economic opportunities. Project goals include: attracting riders and increasing transit mode share, improving transit speed and reliability, providing transportation network connectivity, providing equitable access to frequent service, ensuring constructability and compatibility with the built environment, and supporting economic development.
- The Reading Road Corridor BRT is currently estimated to cost \$149,500,000 in Year of Expenditure (YOE) dollars.

BUSINESS PROCESS

- N/A

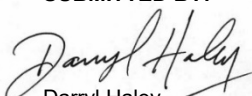
FINANCIAL CONSIDERATIONS

- Once FTA approves SORTA to enter into project development phase, the \$19 million will be eligible for reimbursement through federal grants.

LEGAL CONSIDERATIONS

- N/A

SUBMITTED BY:



Darryl Haley
CEO/General Manager/Secretary-Treasurer

February 22, 2023

Ms. Felicia James, Associate Administrator for Planning and Environment
Federal Transit Administration
1200 New Jersey Avenue SE, East Building
Washington, DC 20590

Re: Request for Acceptance of the Southwest Ohio Regional Transit Authority's Reading Road Corridor Bus Rapid Transit (BRT) into Project Development

Dear Ms. James:

The Southwest Ohio Regional Transit Authority (SORTA) is seeking the Federal Transit Administration's (FTA) approval for entry of the **Reading Corridor BRT** into the Project Development phase of the FTA's Section 5309 Capital Investment Grant (CIG) Program as a Small Starts project.

Background

SORTA provides multimodal transportation service to Hamilton County, Ohio and its 49 cities, villages, and townships including the City of Cincinnati and adjacent portions of Butler, Clermont, and Warren counties, totaling 289 square miles. Hamilton County, with a population of 831,000, is part of the Cincinnati Metropolitan Statistical Area with a population of 2.6 million. SORTA currently operates a fleet of 309 buses on 48 Metro routes. In 2022, SORTA carried 9,679,228 passenger trips.

Following a two-year public and stakeholder engagement program, SORTA is advancing its Reinventing Metro plan, adopted by the SORTA Board of Directors in 2019. A major component of the plan is implementation of a regional BRT Network. SORTA initiated a Bus Rapid Transit Study in early 2022 which identified the region's first two BRT corridors: the **Reading Road Corridor** and the Hamilton Avenue Corridor.

In 2020, Hamilton County voters approved an 0.8 percent sales tax to expand transit service and transit-related infrastructure improvements. The levy is expected to generate \$130 million a year, adjusted for inflation, 75 percent of which is allocated to transit operations and improvements for the next 25 years. A portion of the sales tax will be used to support the annual operational and financing expense of the BRT corridors. As a result, SORTA has secured a path forward that will accelerate the BRT project to potentially begin construction in 2025.

Sponsor and Partners

The Reading Road BRT Corridor project is sponsored by SORTA in cooperation with the City of Cincinnati, the entity that owns most of the roadways on which the Reading BRT corridor will operate and that will be involved in design decisions. Additional cooperative partners include Hamilton County, the Cincinnati USA Regional Chamber, and the Ohio-Kentucky Indiana Regional Council of Governments, the Metropolitan Planning Organization for the Cincinnati area.

Project Manager and Key Staff

- Darryl Haley, Chief Executive Officer dhaley@go-metro.com
- Khaled Shammout, Chief Strategic Planning, Development & innovation Officer and BRT Study Project Manager kshammout@go-metro.com
- Steve Anderson, Director of Transit Development & Innovation and BRT Study Deputy Project Manager sanderson@go-metro.com

Description of the Corridor

The 10-mile Reading Road BRT Corridor is shown in **Enclosure 1**. It extends from the Riverfront Transit Center at Second Street in Downtown Cincinnati to Cincinnati's Roselawn neighborhood. The corridor runs from Downtown to the Over-the-Rhine, Mt. Auburn, Clifton Heights-University Heights neighborhoods, and Cincinnati's Uptown district. From Uptown it proceeds northeast, serving the neighborhoods of Corryville, Avondale, North Avondale, Paddock Hills, Bond Hill, and Roselawn.

The Reading Road Corridor and planned Hamilton Avenue BRT Corridor will operate along the same alignment and serve the same stations between Downtown and Uptown, the Cincinnati's region's two largest employment and activity centers. Several major employers are headquartered Downtown, including four Fortune 500 companies. The Uptown district is anchored by the 48,000-student University of Cincinnati and the medical center area, with 45,000 jobs and four of Cincinnati's largest employers. The corridor exhibits significant redevelopment and growth potential.

The Reading Road Corridor is also heavily residential, with a total population of 142,868. The corridor is demographically diverse, with 26% of residents are identifying themselves as minority and 50% classified as low income. Persons aged 65 and older and with a disability each comprise 12% of the total population. Zero car households comprise 22% of the corridor total.

Current Levels of Transit Service

The primary bus route in the corridor is Route 43 Reading Road. It is the highest ridership route in the Metro system, carrying an average of 5,024 weekday riders. It operates every 15 minutes during peak periods and 10-15 minutes in the off-peak. Operating on a major travel and commuter corridor, Route 43's average speed is 14.7 mph with on-time performance of 71.0%. Two other routes, 46 Avondale-Winton Hills and 90 Metro*Plus, also serve the segment between Downtown and Uptown. Including activity at all stops on all routes serving a portion of the proposed alignment, 6,400 boardings occur each weekday.

Purpose and Need

The purpose of the Reading Road Corridor BRT is to provide an improved travel experience through frequent and reliable service between major regional travel destinations and employment, social, and economic opportunities. Project goals include: attract riders and increase transit mode share, improve transit speed and reliability, provide transportation network connectivity, provide equitable access to frequent service, ensure constructability and compatibility with the built environment, and support economic development.

Proposed Project

The Reading Road Corridor consists of a BRT line operating in a combination of dedicated center-running transit lanes, existing peak period curbside transit-only lanes, curbside Bus and Turn (aka Business Access and Transit, or BAT) lanes, and mixed traffic. Enclosure 2 shows the alignment and BRT treatments for each segment, and lane type. Dedicated bus only lanes comprise 14% of the alignment while BAT lanes comprise 68%, resulting in bus priority lanes along 82% of the corridor. It is expected that nearly all of the BRT line will be located within existing right-of-way with minimal property acquisition. Transit signal priority (TSP) will be employed, along with queue jumps, at strategic locations.

The corridor serves the Government Square and Riverfront transit centers in downtown Cincinnati. Government Square is the largest transit hub in the region, served by 38 Metro routes with direct connections to Transit Authority of Northern Kentucky (TANK) routes, Clermont Transportation Connection (CTC) routes, and the Cincinnati Connector streetcar line. The BRT line will operate along parallel streets one block apart, primarily along BAT lanes.

In Uptown, the BRT line will operate in dedicated center running lanes on Jefferson Avenue and a portion of Dr. Martin Luther King, Jr. Drive (MLK). The corridor proceeds east on MLK, north on Burnet Avenue, and east on Forest Avenue to Reading Road on BAT lanes. It will also serve the Uptown Multimodal Transit Hub, currently in development, providing direct connections to other Metro routes and the extensive shuttle systems operated by the medical and educational institutions in the area. The remainder of the BRT alignment is on BAT lanes along Reading Road.

Reading Corridor BRT will feature 15 full-size stations accommodating 60-ft. articulated, zero emission buses. Stations will be in full compliance with the Americans with Disabilities Act (ADA), accommodating level boarding and providing clear and unobstructed pathways, and visual and audio messages. Stations will also include large shelters, seating, real-time information displays, lighting, bicycle parking, landscape/streetscape enhancements, and pedestrian access improvements. A park & ride facility will be located at or near the northern terminus of the corridor.

As part of SORTA's long term vision for a regional BRT network, the Reading Road BRT corridor will be specially branded, with a unique brand name, color and graphics scheme, unified station design theme, and features that will convey the significance of the corridor-based service and associated infrastructure apart from existing local Metro service. Service frequency will be 10 minutes during the peak and 10/15 minutes during off-peak periods. Existing underlying local service will be retained with an adjustment to frequency. SORTA's existing operating and maintenance facilities will support the new BRT buses.

Capital Cost Estimate

The Reading Road Corridor BRT is currently estimated to cost \$149,500,000 in Year of Expenditure (YOE) dollars. The estimate will be refined as the corridor advances through the Project Development phase. A detailed financial plan is currently in development and will be promptly shared with FTA. The plan will identify sources of state and local funding for capital and operations.

Prior Studies

The Reading Road Corridor BRT was identified in the [Reinventing Metro Service Implementation Study \(SORTA, 2019\)](#). Reading Road was initially identified as a potential BRT corridor in the report [Analysis of Potential Arterial Bus Rapid Transit Corridors in Cincinnati and Northern Kentucky \(City of Cincinnati, 2012\)](#).

Estimated Cost of Project Development and Funding Available and Committed

Table 1 shows the estimated cost of Project Development.

Table 1: Estimated Cost of Project Development

Environmental	\$1,748,000
Preliminary Engineering & Design	\$9,975,000
Project Management	\$1,482,000
Design Contingency	\$5,795,000
Total	\$19,000,000

The Project Development phase will be funded through the Issue 7 sales tax. **Enclosure 3** provides documentation of funding commitments as part of a SORTA Board Resolution.

Project Timeline

Enclosure 4 shows the projected timeline for completing the Reading Road Corridor BRT project. The timeline shows completion of Project Development requirements by the end of 2024 and assumes receipt of Small Starts funding in FY 2026 and FY 2027. Given its placement almost exclusively within existing public right-of-way, the project is anticipated to require a Documented Categorical Exclusion (DCE). SORTA is currently undertaking an environmental screening that will result in submittal of a class of action determination request to FTA.

Thank you for the opportunity to submit SORTA’s first application to be considered into the CIG Program. SORTA looks forward to advancing the Reading Road Corridor BRT project in full coordination with FTA. If you have any questions regarding this submission, please contact Khaled Shammout, SORTA’s Chief Planning, Development & Innovation Officer, at (513) 632-7671 or by email at kshammout@go-metro.com.

Sincerely,

Darryl Haley
Chief Executive Officer

cc: Kelly Brookins, Regional Administrator for FTA Region 5
Elizabeth Day, Director, Office of Capital Project Development

Enclosures:

Enclosure 1 – Reading Road Corridor Project Map

Enclosure 2 – Reading Road Corridor BRT Lane Treatments

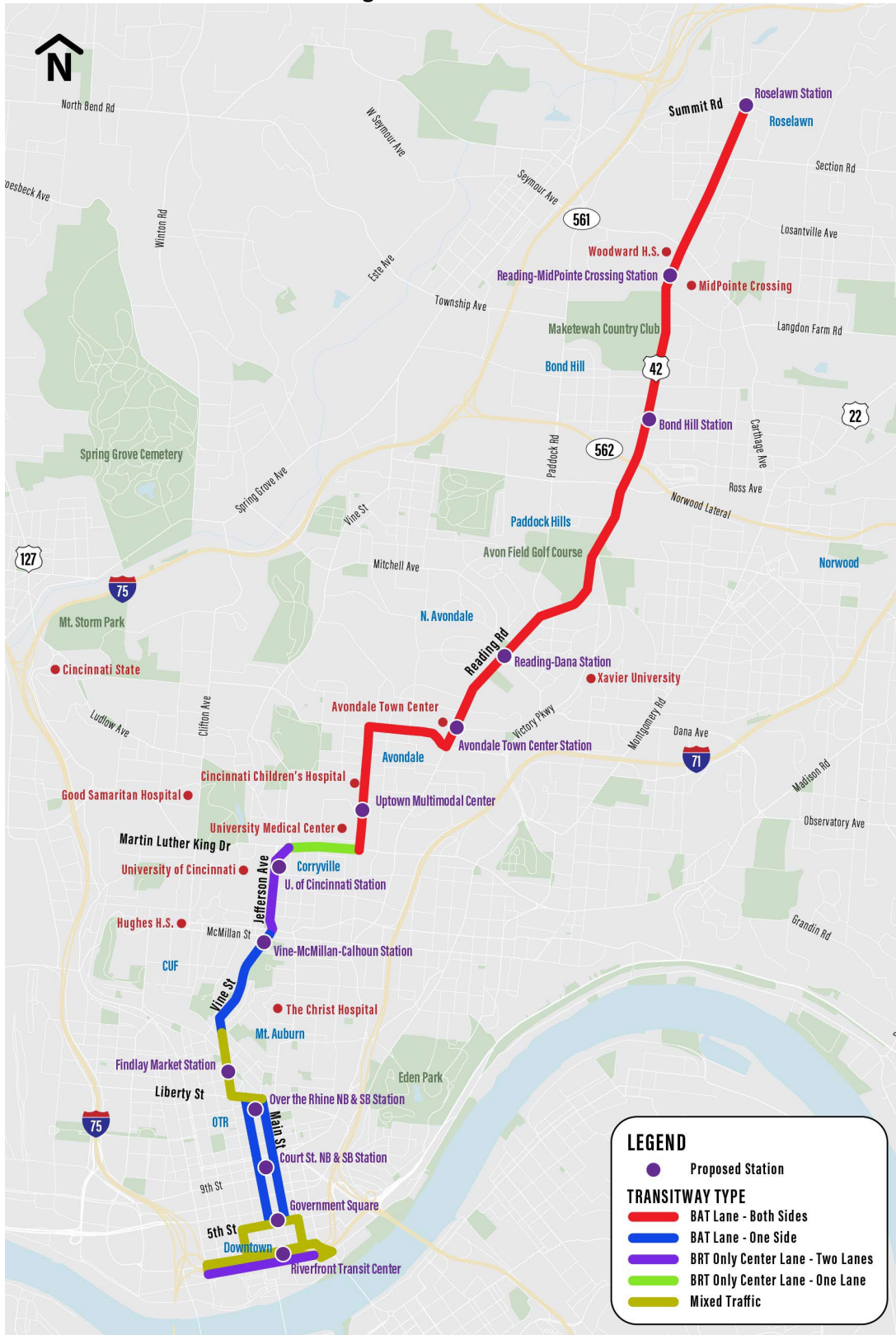
Enclosure 3 – SORTA Board Resolution and Commitment of Funds

Enclosure 4 – Project Timeline

Enclosure 1: Reading Road Corridor Project Map

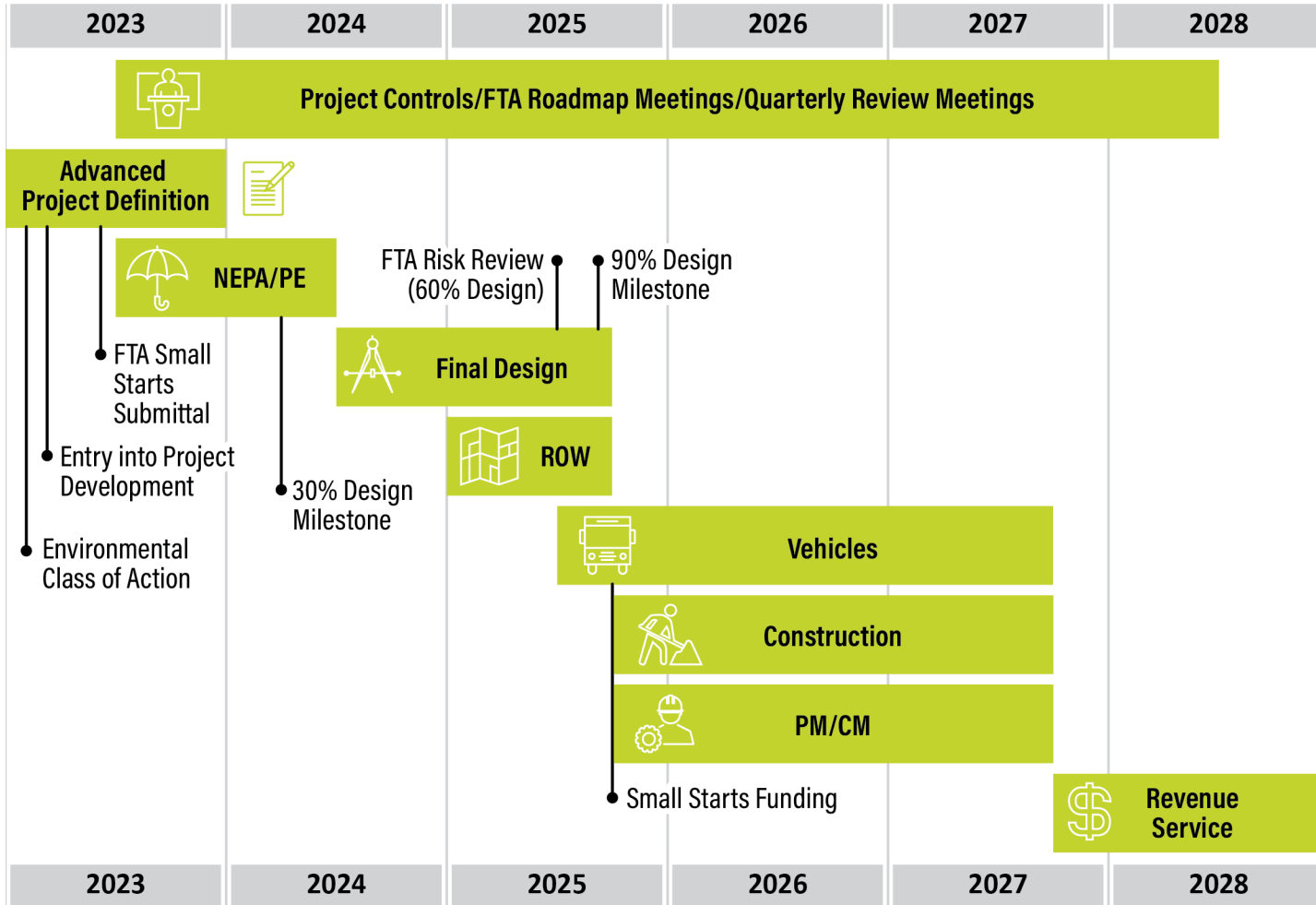


Enclosure 2: Reading Road Corridor BRT Lane Treatments



Enclosure 3: SORTA Board Resolution and Commitment of Funds

Enclosure 4: Project Timeline



February 2023

ACTION ITEM- APPROVAL OF CONTRACT FOR OPERATOR RECRUITING VIDEO ADVERTISEMENT

STRATEGIC PLAN GOAL / OBJECTIVE

- Operational Excellence

RECOMMENDATION

Approval of a resolution authorizing the CEO/General Manager/Secretary-Treasurer or Senior Director of Procurement to execute a contract with ViaMedia, Inc. for an amount not to exceed \$180,615.

FINANCIAL CONSIDERATIONS

- This contract will start on the date of execution, which will occur immediately following Board approval, and will expire on February 28, 2024.
- The budgeted amount will not exceed \$180,615.
- This expenditure will be funded local operating funds.

BUSINESS PURPOSE

- SORTA seeks to increase the number of impressions for our operator recruiting advertisement effort in the greater Cincinnati area.
- Video advertising on gas pumps is a highly effective way to increase exposure.
- ViaMedia is the sole provider of gas pump ads in the Metro service area.
- The 12-month engagement will provide approximately 7.2 million impressions.

PROCUREMENT CONSIDERATIONS

- This is a firm fixed price type of contract.
- This contract will remain effective February 28, 2024.
- This is a non-competitive sole source award.

D/M/WBE CONSIDERATIONS

- The contract will be issued as a Sole Source award.
- No D/M/WBE participation is possible.

LEGAL CONSIDERATIONS

- Section 306.43 of the Ohio Revised Code authorizes SORTA to contract for the provision of goods and services.

SUBMITTED BY:



Dave Etienne
Director of Marketing and Communications



Darryl Haley
CEO/General Manager Secretary-Treasurer



**PROCUREMENT SUMMARY & AWARD ANALYSIS
31-2023**

PROJECT INFORMATION

Project Number: 31-2023
Short Description: 2023 Operator Recruiting Ads
Procurement Specialist: Kay Schutte
Department: External Communications
Project Manager: Dave Etienne

PROJECT PLANNING

Long Description: 2023 Production of Video and Static Ads for Operator Recruiting on Gas Pumps for 12 months

Funding Source:	Local	Budget Year(s):	2023
Cost Estimate:	Fed 0	Budget Approved? (Y/N)	Y
	St 0		
	Loc <u>\$180,615</u>		
	Total \$180,615		

List of Grants (if applicable): NA

Planning Notes or Comments: ViaMedia was sole sourced for 2023 operator recruiting advertising based on past experience.

SOLICITATION INFORMATION

Solicitation Type:	Sole Source	Open Date: N/A	Close Date: N/A
DBE Goal %:	0	SBE Goal %:	0
Vendor Outreach:	Total Firms: 1		
	DBE Firms: 0	SBE Firms:	0
	Email Firms: 1	Public Purch:	0
Vendor Responses:	Total Downloads: 1	Total Submissions:	1
	DBE Submissions: 0	SBE Submissions:	0
Non-responsive Submissions:	None		



**PROCUREMENT SUMMARY & AWARD ANALYSIS
31-2023**

Non-responsive Determination: None

Vendor Recommendation: VIAMEDIA

Solicitation Notes or Comments: ViaMedia was selected based on their ability to reach specific demographics and previous experience.

The 12 month cost is lower than previous Viamedia one (1) month POs in the past.

- Previous SS51-2022 – 1 month = \$20,000
800,000 impressions for a one month period
12 Months equals \$240,000
- PO 31-2023 - **12 Months = \$180,615**
 - 600,000 impressions for a one month period = \$15,000.00/M * 12 Mos \$180,000
 - Plus \$615.00 for: 15 Sec Elemental Stock Footage Spot (\$415.00); Spanish Voice Over (\$75.00) & 5 Ad Static Bundle (\$125.00)

CONTRACT AWARD INFORMATION

Vendor: VIAMEDIA

Contract Type:	Firm Fixed	Start	End
Award Amt:	Full NTE \$180,615	Full Term Period:	1/18/2023 12/31/2023
D/W/MBE Participation:	0 prime firms		
	0 subcontracting firms		
	\$0.00 award value		

Non-responsive Submissions: None

Determination of Price Reasonableness: Price has been determined to be fair and reasonable based on the cost estimate and negotiations with Viamedia.

Contract Award Notes or Comments: The rate sheet includes an accreditation that price is equal to or less than that offered to the general public.



PROCUREMENT SUMMARY & AWARD ANALYSIS
31-2023

By signing below, you affirm that you have reviewed and concur with the information contained in this Procurement Summary & Award Analysis.

Procurement Specialist: *Kay Schutte* **Date:** 1/27/2023

Project Manager: *Dave Etienne* **Date:** 1/30/2023
DocuSigned by:
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Dir. of Procurement: *Jill* **Date:** 1/30/2023
DocuSigned by:
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Southwest Ohio Regional Transit Authority

Financial Summary - January 2023

Report Out Date – February 28, 2023



Agenda – Financial Summary



- Statement of Operations for January '23
 - Revenue Charts
 - Expense Chart
 - Key Drivers
 - Detail Profit & Loss Statement



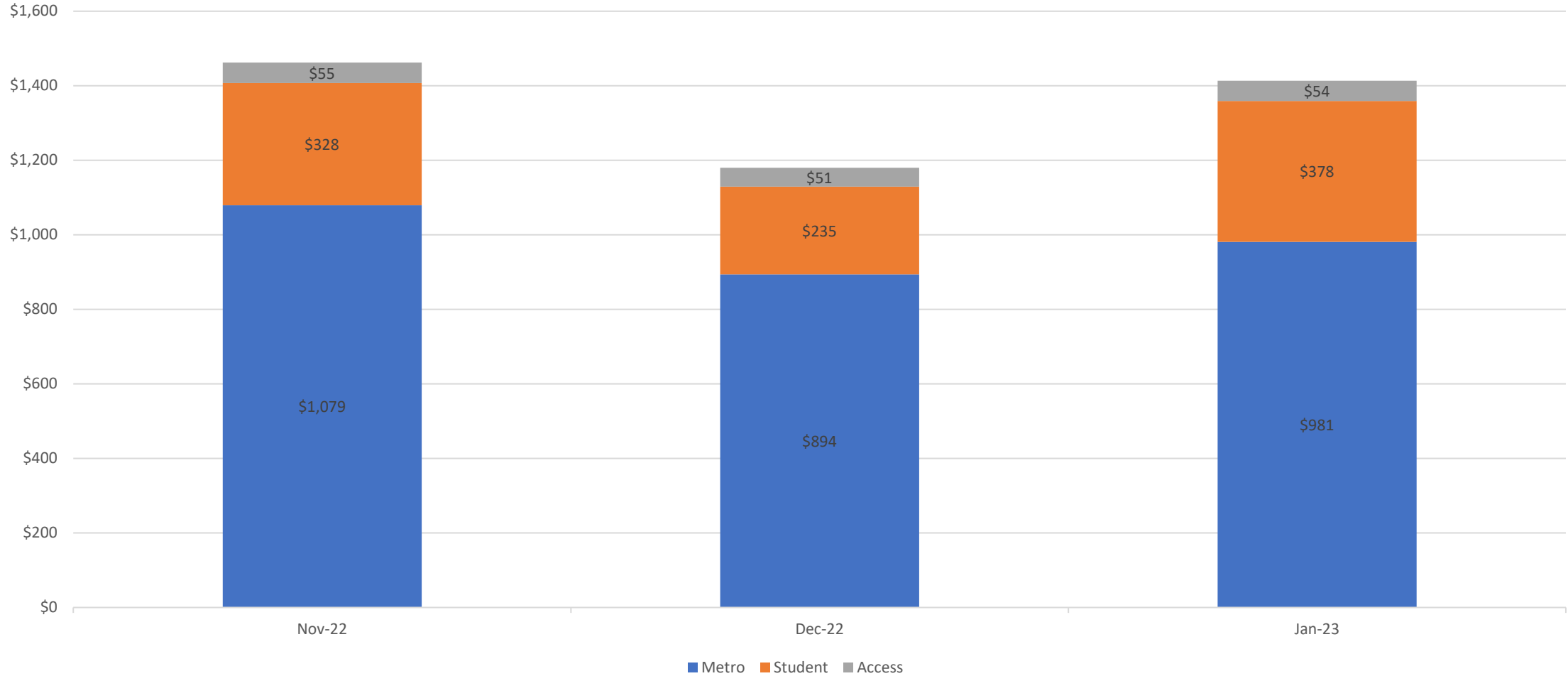


STATEMENT OF OPERATIONS

JANUARY 2023 – FARE REVENUE SOURCES

3 MONTH TREND – NOVEMBER 2022 THRU JANUARY 2023

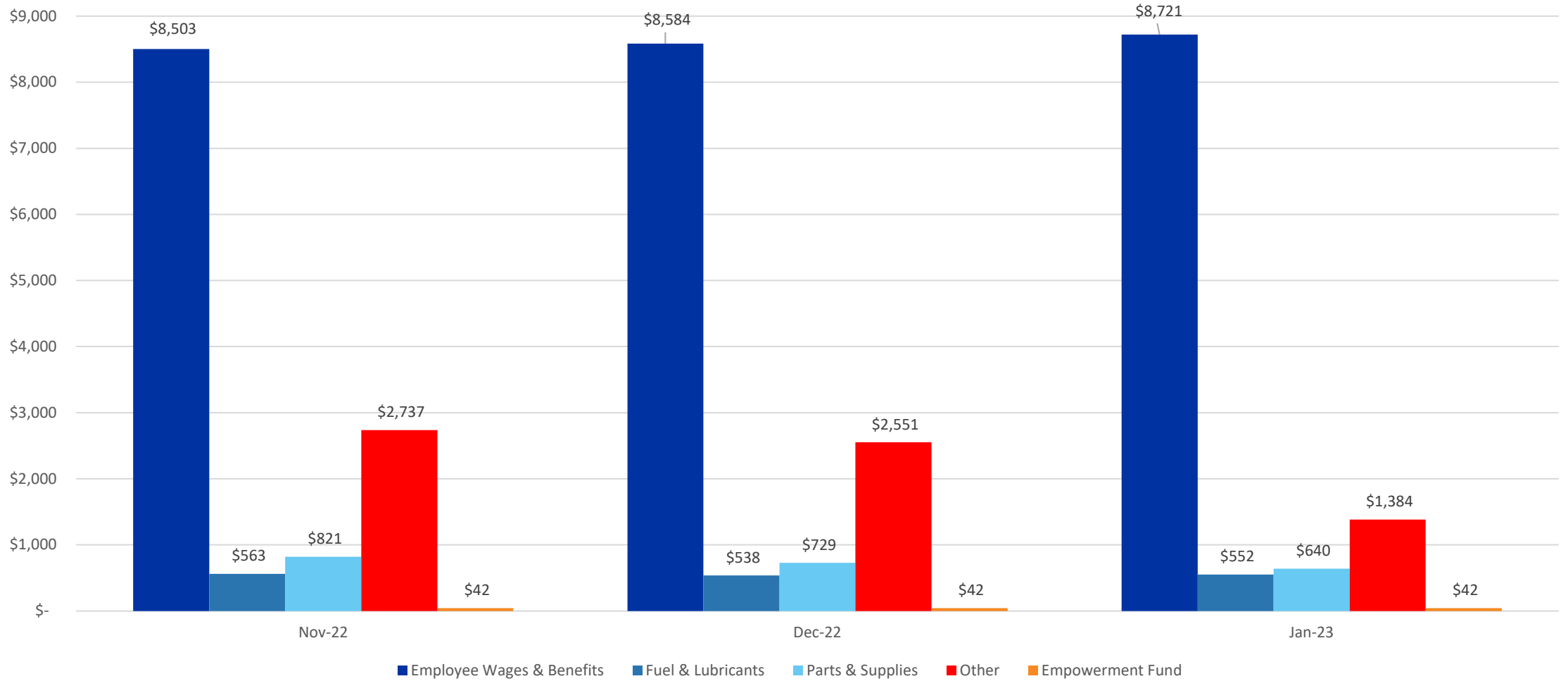
In Thousands



JANUARY 2023 – OPERATING EXPENSE SOURCES

3 MONTH TREND – NOVEMBER 2022 THRU JANUARY 2023

In Thousands





February 2023

Metro Surpasses 1 Million Rides: We are excited to announce that in January we provided more than one million rides marking the first time we have reached this milestone since early 2020 before the pandemic hit the region. Compared to January 2022, we saw a 68% increase in monthly ridership. To celebrate, we identified our millionth rider, Mala Escobar, and met her at her place of employment to award her with a 30-day pass and a bag filled with lots of Metro goodies. She began using Metro following car troubles last year and has continued riding, citing how easy and affordable she found the service to be. For riders like Mala, we are working diligently to continue meeting the evolving needs of our current and future riders.

Ohio Loves Transit Week: February is the month of love and our customers took full advantage of showing off just how much Ohio Loves Transit during the week-long celebration, Feb. 5-11, in partnership with the Ohio Public Transit Association.

In honor of the week, I had the pleasure of meeting with several of our elected officials at the Statehouse to share how the investment in Metro is paying off for our community through increased job access, increased frequency and span, new routes, and more travel options to and from school and healthcare.

Did you know that Ohio transit systems provides more than 52 million trips each year? Or that every \$1 invested in transit yields \$4 in economic return?

BRT Workshops: Now that we have selected the two future BRT Corridors, Reading Rd. and Hamilton Ave., community engagement activities have ramped up once again. Four interactive workshops were held this month to collect insights from customers on station locations, design features and amenities, along with additional transit development opportunities along the corridors. The outreach team will also be giving presentations at community and neighborhood council meetings and staffing tables at events throughout the next few months. Visit MetroBRTStudy.com for a complete list of outreach activities.

Golden Bus Awards: We look forward to seeing you all at the second annual Golden Bus Awards where we celebrate our team members for their outstanding service to our community. The celebration will be held on March 9, 6-9 p.m. at Music Hall, 1241 Elm St.

TIF Signing Ceremony: We will be gathering this year's Transit Infrastructure Fund grant award recipients for an intimate signing ceremony on March 8 in the Huntington Center 23rd Floor Conference Room from 11:30 a.m. to 1 p.m. I hope to see you there.

Transit Employee Appreciation Day: In honor of Transit Employee Appreciation Day on March 18, we will be celebrating the outstanding work of our team members all week long, March 13-16!

All the best!

A handwritten signature in cursive script that reads "Darryl Haley". The signature is written in black ink and is positioned above the printed name and title.

Darryl Haley
CEO/General Manager/Secretary-Treasurer