



---

**Greater Dayton RTA Board of Trustees**

**Jointly held Finance, Personnel and Planning Committees  
Meeting Packet**

**Tuesday, January 16, 2024 – 8:30 a.m.**  
Wright Stop Plaza – 4 S. Main Street, Dayton OH 45402  
2<sup>nd</sup> Floor Multipurpose Room

---

Interpreters for hearing-impaired individuals are available upon request. Requests should be made at least 5 days prior to the date of the meeting. For more information, contact Cathy Garner at 425-8392.

Thank you.

**Greater Dayton RTA Board of Trustees Jointly held Finance,  
Personnel, and Planning Committees Meeting Packet**

Meeting Date: Tuesday, January 16, 2024 - 8:30 a.m.  
Wright Stop Plaza – 4 S. Main Street, Dayton OH 45402  
2<sup>nd</sup> Floor Multipurpose Room

**Agenda**

***Next Section***





## **AGENDA**

### **Greater Dayton RTA Board of Trustees Finance/Personnel and Planning Committees Meeting**

**Wright Stop Plaza**

**4 South Main Street, 2<sup>nd</sup> Floor Conference Room, Dayton OH 45402**

**Tuesday, January 16, 2024 – 8:30 a.m.**

<b>Call Meeting to Order</b>	<b>Sharon White, Chair</b>
<b>Roll Call/Declare Quorum</b>	<b>White</b>
I. Approval of November 21, 2023 Jointly Held Finance/Personnel and Planning Committees Meeting Minutes	<b>White</b>
II. Board Action Items	
<b>Finance/Personnel</b>	<b>Matthews-Stenson</b>
• Action Item #2 – Engine Oil	Brown
• Action Item #3 – Diesel Exhaust Fluid	Brown
• Action Item #4 – Post Tension Floor Additional Work	Brown
• Action Item #5 – 601 Longworth Vehicle Exhaust Extraction System	Smith
III. Informational / Discussion Items	
<b>Planning</b>	<b>Weckesser</b>
• Customer and Business Development Update	Policicchio
• Ridership Update	Policicchio
<b>Finance/Personnel</b>	<b>Matthews-Stenson</b>
• November 2023 Financial Report	Stanforth
• Small Purchasing Information	Howard
IV. Chief Executive Officer Update	<b>Ruzinsky</b>
V. Request for Executive Session – <i>As Required</i>	<b>White</b>
Reconvene to Regular Session	
<u>Next Regular Meetings</u> – February 20 and March 19, 2024	
VI. Adjournment	<b>White</b>

Interpreters for hearing impaired individuals are available upon request. Requests should be made at least 5 days prior to the date of the meeting. For more information, please call (937) 425-8392. Thank you.

**Greater Dayton RTA Board of Trustees Jointly held Finance,  
Personnel, and Planning Committees Meeting Packet**

Meeting Date: Tuesday, January 16, 2024 - 8:30 a.m.  
Wright Stop Plaza – 4 S. Main Street, Dayton OH 45402  
2<sup>nd</sup> Floor Multipurpose Room

---

**Approval of Minutes**  
*Next Section*





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

**November 21, 2023**

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

**Excused:** Nikol Miller  
Grady Mullins

**Staff in Attendance:** Bob Ruzinsky  
Daron Brown  
Roland Caldwell  
Chris Conard, Coolidge Wall  
Deborah Howard  
Brandon Policicchio  
Shawn Prince  
Mary K. Stanforth

Ms. White called the meeting to order at 8:32 a.m. and roll call was taken:

**Roll Call**

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

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

**Approval of October 17, 2023 Jointly Held Finance/Personnel and Planning Committees Meeting Minutes**

Ms. White asked if attendees request a reading of the minutes or have corrections to the minutes?

Upon hearing no requests or corrections, a MOTION was made by Mr. Lumpkin and SECONDED by Ms. Hairston to APPROVE the October 17, 2023 minutes.

The MOTION was APPROVED by voice vote 7-0.

**Board Action Items**

**Action Item #2 – Ultra Low Sulfur Diesel Fuel**

Mr. Brown explained the Greater Dayton Regional Transit Authority (RTA) uses #2 Ultra Low Sulfur (ULS) fuel daily for the diesel bus fleet and RTA's non-revenue diesel vehicles.

This procurement supports the core values of Quality Service and good Stewardship of RTA's financial resources by ensuring that diesel fuel is available for service and is purchased at a fair and reasonable price.

Vendors were required to base their bids on the Daily OPIS (Oil Price Information Service) Gross #2 Ultra Low Sulfur Distillate Price, Dayton, Ohio, Rack Average plus or minus (+/-) a fixed differential. The differential determines the lowest bidder.

Sealed bids for the purchase of #2 Ultra Low Sulfur diesel fuel for a one-year period with two one-year option years were solicited through the *Dayton Daily News*, *Dayton Weekly*, and *Transit Talent.com*. Invitations for Bid were sent to 47 vendors.

At 2:00 p.m. on October 26, 2023, eight (8) bids were received and publicly opened. The results were as follows:

<b>VENDOR</b>	<b>Floating Price Differential (Cents/Gallon) (OPIS) BASE CONTRACT YEAR</b>	<b>Floating Price Differential (Cents/Gallon) (OPIS) OPTION YR. 1</b>	<b>Floating Price Differential (Cents/Gallon) (OPIS) OPTION YR. 2</b>
World Fuel Services, Inc. Miami, FL	-0.0754	No Bid	No Bid
Sunoco, LLC Fort Wayne, IN	-0.0563	-0.0546	-0.0527
Indigo Energy Partners, LLC Gainesville, GA	-0.0550	-0.0525	-0.0450
Petroleum Traders Corporation Fort Wayne, IN	-0.0486	-0.0486	-0.0461
Mansfield Oil Company of Gainesville Gainesville, GA	-0.0441	-0.0275	-0.0250
Duncan Oil Company* Beavercreek, OH	0.00	No Bid	No Bid
Colonial Oil Industries, Inc Savannah, GA	+0.0013	+0.0063	+0.0113
PS Energy Group, Inc.* Dunwoody, GA	+0.00835	+0.00835	+0.00835

\*Nonresponsive

Based on the OPIS floating price for #2 Ultra Low Sulfur Fuel for October 26, 2023, and the differential bid by World Fuel Services, Inc., the estimated annual cost is as follows.  
(1/1/24 – 12/31/24)

Est. Annual Qty. in Gallons	OPIS Floating Price per Gal for 10/26/23	Differential Cents/Gal	Price per Gal before Taxes	Federal Environmental Recovery Fee \$/Gal	Ohio Motor Fuel State Tax \$/Gal	Federal Excise Tax (LUST) \$/Gal	*Current Ohio Diesel Petroleum Activity Tax (PAT) \$/Gal	Fed. Haz. Substance Superfund Recovery Fee \$/Gal	Total Cost per Gallon	Total Annual Estimated Cost
1,200,000	3.0689	-.0754	2.9935	.002143	.47	.001	.016790	.003905	3.4873	4,184,760

\*The Ohio Petroleum Activity Tax changes quarterly based on the statewide average wholesale price of a gallon of diesel fuel, as reported by the Tax Commissioner.

Funding for this procurement is included in the operating budget.

MOTION made by Ms. Matthews-Stenson and SECONDED by Mr. Fullenkamp that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees an AWARD to World Fuel Services, Inc. for #2 Ultra Low Sulfur Diesel Fuel with a differential of -.0754 on the OPIS for an estimated award amount of \$4,184,760. Actual costs will vary based on the daily OPIS price, the number of gallons purchased, and quarterly adjustments made to the Ohio Petroleum Activity Tax. The total dollar amount will not exceed the annual budgeted amount in the operating budget.

The MOTION was APPROVED by voice vote 7-0.

### **Action Item #3 – Wi-Fi Installation**

Mr. Prince stated the purpose of this procurement is to select a firm to partner with RTA for the removal of old hardware and the installation of new network hardware in the 600 and 601 Longworth Buildings, 901 Ludlow, and Wright Stop Plaza.

The installation includes mounting all access points and related hardware, supplying and certifying cables, installing all wireless mounting brackets, and all labor necessary to remove old hardware and cabling. This purchase supports RTA's core value of Stewardship by effectively using agency resources.

Proposals for the Wi-Fi Installation were solicited through *Dayton Daily News*, *Dayton Weekly News*, and *Transit Talent*.

Requests for Proposals were sent to 13 firms.

At 10:00 a.m., on October 18, 2023, two (2) proposals were received as follows:

**Gudenkauf LLC**  
Columbus, OH

**N-Ovation Technology Group, LLC**  
Dayton, OH



The Evaluation Committee reviewed the proposals to determine the most qualified and reasonably priced using the following criteria:

- Qualifications and Experience
- References
- Reasonableness of Cost
- Quality of Proposal

The firm ranked the highest by the Evaluation Committee was N-Ovation Technology Group, LLC. The pricing received is as follows:

DESCRIPTION	N-OVATION	GUDENKAUF
Labor for Installation Total	\$ 70,125	*
Labor for Removal Total	6,500	*
Material Total	59,100	*
<b>Total Amount</b>	<b>\$135,725</b>	<b>*</b>

MOTION made by Mr. Weckesser and SECONDED by Mr. Williamson that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees a contract AWARD to N-Ovation Technology Group, LLC, in the amount of \$135,725 for Wi-Fi Installation.

The MOTION was APPROVED by voice vote 6-0-1 with Mr. Lumpkin abstaining from the vote.

#### **Action Item #4 – Ticket Vending Machines**

Mr. Policicchio stated the purpose of this procurement is for RTA to purchase two large footprint Ticket Vending Machines (TVMs) for use at Wright Stop Plaza (WSP) and four small footprint TVMs for use at the four RTA Transit Centers (Northwest, South, Eastown, and Westown). The TVMs are being replaced because the VenTek TVMs currently in place frequently break down due to cash and smart cards jamming.

RTA proposes purchasing the TVMs through NEORide. The use of NEORide was approved at the June 6, 2023, Board meeting. NEORide was established as a Council of Governments under Ohio law, and one of its purposes is to do joint procurements with NEORide member agencies. These contracts are created through a competitive process and evaluated. The authorized vendor is Parkeon, Inc. doing business as (dba) Flowbird.

This procurement fulfills RTA's goal of Quality Service as customers and their satisfaction is our highest priority.

Flowbird proposed two models of TVMs. The model that meets RTA's needs at WSP is referred to as the "Large Footprint Required" TVM and is called the Astreo TVM with the coin system removed (Option 1). Customers will be able to pay with bills, contact and contactless credit cards, as well as with credit cards stored in mobile wallets such as Apple Pay and Google Pay. The Astreo has a multi-stock fare media dispenser, and it can dispense both extended use (plastic) and limited use (reinforced paper) contactless smart cards.

The model that meets RTA's needs at the four Transit Centers is referred to as the "Small Footprint Required" TVM and is called the Strada Touch TVM (Option 2). In this most popular configuration, Customers will be able to pay with bills, coins, contact and contactless credit cards, as well as with credit cards stored in mobile wallets such as Apple Pay and Google Pay. The Strada Touch TVM will dispense limited use contactless smart cards.



The cost for the Flowbird TVMs would be as follows:

Quantity	Description	Unit Cost	Total Cost
<b>TVM Costs</b>			
LS	Integration Costs with Masabi	\$93,190.50	\$93,190.50
2 each	Large Footprint TVM (option 1)	46,251.74	92,503.48
4 each	Small Footprint TVM (option 2)	16,999.16	67,996.64
LS	Shipping	Included	Included
LS	Spare Components Large Footprint (see attached)	-	*39,754.00
LS	Spare Components Small Footprint (see attached)	-	*15,777.00
LS	Configuration, Installation, & Training Large Footprint	10,950.00	10,950.00
LS	Configuration & Installation Small Footprint	1,600.00	6,400.00
<b>SUBTOTAL</b>			<b>326,571.62</b>
<b>Miscellaneous</b>			
2 each	Licenses Large Footprint – 2 <sup>nd</sup> Year	828.00	1,656.00
2 each	Licenses Large Footprint – 3 <sup>rd</sup> Year	828.00	1,656.00
2 each	Warranty Large Footprint – 2 <sup>nd</sup> Year	1,500.00	3,000.00
2 each	Warranty Large Footprint – 3 <sup>rd</sup> Year	1,650.00	3,300.00
4 each	Licenses Small Footprint – 2 <sup>nd</sup> Year	732.00	2,928.00
4 each	Licenses Small Footprint – 3 <sup>rd</sup> Year	732.00	2,928.00
4 each	Warranty Small Footprint – 2 <sup>nd</sup> Year	445.00	1,780.00
4 each	Warranty Small Footprint – 3 <sup>rd</sup> Year	489.50	1,958.00
<b>TOTAL</b>			<b>345,777.62</b>

\*Spare component costs are estimated.

MOTION made by Mr. Weckesser and SECONDED by Mr. Lumpkin that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees a contract AWARD to Parkeon, Inc. dba Flowbird for Ticket Vending Machines in the amount of \$345,778 plus a 20% contingency in the amount of \$69,156 for unforeseen costs for a total amount of \$414,934. This procurement will be funded with 80% Federal funds.

The MOTION was APPROVED by voice vote 7-0.

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

Mr. Policicchio stated the Customer and Business Development Department update was provided in today's meeting packet. Mr. Policicchio shared that a service change will begin on Sunday, December 31, 2023. He also shared that once again, Santa would be riding the holiday bus on various routes, taking children's Christmas wishes, and handing out candy canes.

#### **September 2023 Financial Report**

Ms. Stanforth stated the September 2023 Financial Report was provided in today's meeting packet. Passenger fares are \$1.3 million over budget because of post-pandemic increased ridership. Total revenue is \$1.6 million over budget due to higher passenger fares, interest and sales tax, offset by lower federal assistance. Total expenses are \$743,000 under budget due to lower paid employee absences, fringe benefits, contract services and materials & supplies. Those positive variances are offset by higher employee wages and purchased transportation costs. RTA's service gain is \$104,000 after nine months, which compares to a budgeted loss of \$2.2 million. The overall financial result is tracking favorably compared to budget.

**Small Purchasing Information**

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

**CEO Update**

Mr. Ruzinsky stated the Amalgamated Transit Union Local 1385 has signed the recent union contract.

**Next Meeting**

The upcoming jointly held Finance/Personnel and Planning Committee meetings are scheduled for January 16 and February 20, 2024.

**Adjournment**

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

The MOTION was APPROVED by voice vote 7-0.

Ms. White DECLARED the meeting ADJOURNED at 8:50 a.m.

**ATTEST**

---

**Sharon D. White, Chair**

---

**Mary K. Stanforth, Committee Secretary**

**Greater Dayton RTA Board of Trustees Jointly held Finance,  
Personnel, and Planning Committees Meeting Packet**

Meeting Date: Tuesday, January 16, 2024 - 8:30 a.m.  
Wright Stop Plaza – 4 S. Main Street, Dayton OH 45402  
2<sup>nd</sup> Floor Multipurpose Room

**Action Item #2**  
*Next Section*



**Action Item #2      Engine Oil**

The purpose of this procurement is to purchase engine oil for the diesel bus fleet and non-revenue diesel vehicles for Greater Dayton Regional Transit Authority (RTA). This procurement supports our core values of Quality Service and good Stewardship of RTA's financial resources by ensuring that our fleet is well maintained and available for service.

Vendors were required to base their bids on the estimated quantity of 7,764 gallons of engine oil per year. The total cost per year determines the lowest bidder.

Sealed bids for the purchase of Engine Oil for a one-year period with a one-year option were solicited through the Dayton Daily News, Dayton Weekly, and Transit Talent. Invitations for Bid were sent to 86 vendors.

At 10:00 a.m. on December 14, 2023, seven (7) bids were received and publicly opened. The results are as follows:

<b>VENDOR</b>	<b>Year 1 Unit Price</b>	<b>Year 1 Total Amt.</b>	<b>Option Year Unit Price</b>	<b>Option Year 1 Total Amt.</b>
Hawkins Bailey Warehouse Bedford, IN	\$8.93	\$69,332.52	\$8.93	\$69,332.52
Apollo Oil Winchester, KY	\$8.99	\$69,798.36	\$9.24	\$71,739.36
PetroChoice, LLC King of Prussia, PA	\$9.00	\$69,876.00	\$9.50	\$73,758.00
Safety-Clean Systems, Inc Norwell, MA	\$10.25	\$79,581.00	\$10.65	\$82,687.00
RelaDyne Hebron, KY	\$10.29	\$79,891.56	\$10.49	\$81,444.36
Dayton Tool Crib Dayton, OH	\$10.85	\$84,239.40	No Bid	-
Mansfield Oil Company Troy, OH	\$12.27	\$95,264.28	\$12.57	\$97,593.48

Funding for this procurement is included in the operating budget.

The Chief Executive Officer recommends an AWARD to Hawkins Bailey Warehouse for engine oil with an estimated award amount of \$69,333 for the base year, and \$69,333 for the option year, for a grand total of \$138,666. Actual costs will vary based on the number of gallons purchased.

**Board Meeting – 2/6/2024**  
Chief Maintenance Officer

<b>GD 23-24 Engine Oil Bid List</b>
Advanced Energy Commerce
Allied Solution Enterprise
Apollo Oil, LLC
Benchmark Biodiesel, Inc.
BP Oil Company
Buckeye Bituminous Transport, LLC
Burke Oil
Castrol Industrial Inc.
Colonial Oil Industries, Inc.
Columbus Oil Co.
Creekwood Energy Partners, LLC
Cummins Bridgeway, LLC
D & S Auto Parts (NAPA Auto Parts)
Danny Kline
Dayton Parts Company
Dayton Tool Crib
Direct Energy Business, an NRG Company
Duncan Oil Company
East River Energy, Inc.
Enterprise Oil
Euclid Infotech
Filly Oil, Inc.
Fuelman
G&G Oil Co. of Indiana, Inc.
Genuine Auto Parts
Gladieux Energy
Glockner Oil Company, Inc.
Goss Supply Co.
Great Lakes Petroleum
Griffin Industries, Inc.
Guttman Oil Company
Harris Lubricants
Hawkins Bailey
Hightowers Petroleum Company
Hot Shot's Secret
Indigo Energy Partners, LLC
J2 Systems and Supply, LLC
James River Solutions
KGN Petroleum
KOST USA
Lestar Mineral Development, Inc
Licking Valley Oil, Inc.
Luke Oil Company

Lykins Energy Solutions
Lykins Oil
Mansfield Energy
Mansfield Oil Company
Mays-Shedd Sales
MDB Services
Melzers Fuel Services
Multi-Source Corp.
My Parts Express (MPE)
Next Generation Fuel, LLC
NGL Energy Partners LP
Northeast Lubricants, Ltd.
Nova Technologies
Petrochoice
Petroleum Traders Corporation
Petrolance
Polar Inc.
Ports Petroleum
Prime Vendor, Inc.
PS Energy Group, Inc.
R. D. Holder Oil Company
Rack Transport, LLC
RelaDyne
Rely Supply LLC
RKA Petroleum Companies
Saratoga Rack Marketing
SGS North America, Inc.
Sokolis Group
Spenergy, LLC
STG Group, Inc.
Gladioux Energy
Sunoco, LLC
TACenergy
Tartan Oil
The Builders Exchange, Inc.
Universal Oils, Inc.
Veach Trucking, Inc.
Vidatt Energy, Inc.
Wiley Oil Company (formerly BP North America)
Williams Detroit Diesel-Allison
World Fuel Services
World Kinect
Zaymat

**Greater Dayton RTA Board of Trustees Jointly held Finance,  
Personnel, and Planning Committees Meeting Packet**

Meeting Date: Tuesday, January 16, 2024 - 8:30 a.m.  
Wright Stop Plaza – 4 S. Main Street, Dayton OH 45402  
2<sup>nd</sup> Floor Multipurpose Room

---

**Action Item #3**  
*Next Section*





**Action Item #3 Diesel Exhaust Fluid**

The purpose of this procurement is to purchase diesel exhaust fluid for the diesel bus fleet and non-revenue diesel vehicles for Greater Dayton Regional Transit Authority (RTA). This procurement supports our core values of Quality Service and good Stewardship of RTA's financial resources by ensuring that our fleet is well maintained and available for service.

Vendors were required to base their bids on the estimated quantity of 33,000 gallons of diesel exhaust fluid per year. The total cost per year determines the lowest bidder.

Sealed bids for the purchase of diesel exhaust fluid for a one-year period with two one-year option years were solicited through the Dayton Daily News, Dayton Weekly, and Transit Talent. Invitations for Bid were sent to 86 vendors.

At 11:00 a.m. on December 14, 2023, five (5) bids were received and publicly opened. The results are as follows:

VENDOR	Year 1 Unit Price	Base Year Total Amount (33,000 gal)	Option Year 1 Unit Price	Option Year 1 Total Amount (33,000 gal)	Option Year 2 Unit Price	Option Year 2 Total Amount (33,000 gal)
PetroChoice, LLC King of Prussia, PA	\$1.65	\$54,450.00	\$1.75	\$57,750.00	\$1.85	\$61,050.00
Mansfield Oil Troy, OH	\$1.79	\$59,070.00	\$1.89	\$62,370.00	*No Bid	-
Brenntag Mid- South Hebron, OH	\$1.85	\$61,050.00	\$1.85	\$61,050.00	\$1.85	\$61,050.00
Apollo Oil Winchester, KY	\$1.99	\$65,670.00	\$2.24	\$73,920.00	\$2.49	\$82,170.00
RelaDyne Hebron, KY	\$2.09	\$68,970.00	*No Bid	-	*No Bid	-

Funding for this procurement is included in the operating budget.

After reviewing and evaluating the bids received, the Chief Executive Officer recommends AWARD to PetroChoice, LLC for Diesel Exhaust Fluid with an estimated award amount of \$54,450 for the base year and \$57,750 and \$61,050 for the option years 1 and 2, respectively for a grand total of \$173,250. Actual costs will vary based on the number of gallons purchased.

**Board Meeting – 2/6/2024**  
Chief Maintenance Officer

<b>GD 23-25 Diesel Exhaust Fluid Bid List</b>
Advanced Energy Commerce
Allied Solution Enterprise
Apollo Oil, LLC
Benchmark Biodiesel, Inc.
BP Oil Company
Buckeye Bituminous Transport, LLC
Burke Oil
Castrol Industrial Inc.
Colonial Oil Industries, Inc.
Columbus Oil Co.
Creekwood Energy Partners, LLC
Cummins Bridgeway, LLC
D & S Auto Parts (NAPA Auto Parts)
Danny Kline
Dayton Parts Company
Dayton Tool Crib
Direct Energy Business, an NRG Company
Duncan Oil Company
East River Energy, Inc.
Enterprise Oil
Euclid Infotech
Filly Oil, Inc.
Fuelman
G&G Oil Co. of Indiana, Inc.
Genuine Auto Parts
Gladieux Energy
Glockner Oil Company, Inc.
Goss Supply Co.
Great Lakes Petroleum
Griffin Industries, Inc.
Guttman Oil Company
Harris Lubricants
Hawkins Bailey
Hightowers Petroleum Company
Hot Shot's Secret
Indigo Energy Partners, LLC
J2 Systems and Supply, LLC
James River Solutions
KGN Petroleum
KOST USA
Lestar Mineral Development, Inc
Licking Valley Oil, Inc.
Luke Oil Company

Lykins Energy Solutions
Lykins Oil
Mansfield Energy
Mansfield Oil Company
Mays-Shedd Sales
MDB Services
Melzers Fuel Services
Multi-Source Corp.
My Parts Express (MPE)
Next Generation Fuel, LLC
NGL Energy Partners LP
Northeast Lubricants, Ltd.
Nova Technologies
Petrochoice
Petroleum Traders Corporation
Petroliance
Polar Inc.
Ports Petroleum
Prime Vendor, Inc.
PS Energy Group, Inc.
R. D. Holder Oil Company
Rack Transport, LLC
RelaDyne
Rely Supply LLC
RKA Petroleum Companies
Saratoga Rack Marketing
SGS North America, Inc.
Sokolis Group
Spenergy, LLC
STG Group, Inc.
Gladieux Energy
Sunoco, LLC
TACenergy
Tartan Oil
The Builders Exchange, Inc.
Universal Oils, Inc.
Veach Trucking, Inc.
Vidatt Energy, Inc.
Wiley Oil Company (formerly BP North America)
Williams Detroit Diesel-Allison
World Fuel Services
World Kinect
Zaymat

**Greater Dayton RTA Board of Trustees Jointly held Finance,  
Personnel, and Planning Committees Meeting Packet**

Meeting Date: Tuesday, January 16, 2024 - 8:30 a.m.  
Wright Stop Plaza – 4 S. Main Street, Dayton OH 45402  
2<sup>nd</sup> Floor Multipurpose Room

---

**Action Item #4**  
*Next Section*



**ACTION ITEM #4      Bus Garage Post Tension Floor Additional Work**

In April 2023, the Board of Trustees approved the contract award to CPS Construction Group, Inc. for Bus Garage Post Tension Floor Repair.

The original contract was approved for \$107,640 plus a 20% contingency of \$21,528 for any unknowns that may arise during the repair process for a total award of up to \$129,168.

During this project, the total amount approved by the Board plus the standard change order authority for \$12,916.80 increased the project cost to \$142,084.80.

RTA would now like to add \$14,770 for additional required work, which was not in the original scope of work but was discovered during the project. Specifically, there is a concrete seam that is leaking water and must be repaired to maintain the integrity of the post tension floor. There were also some additional construction costs incurred during the project's original scope, which amounted to approximately \$18,000. A \$10,000 contingency is also being requested for any future unforeseen issues that could arise with this additional work.

After thoroughly reviewing and evaluating these additional project costs, the Chief Executive Officer recommends an additional contract AWARD to CPS Construction Group, Inc. for Bus Garage Post Tension Floor Additional Work in the amount of \$32,770 plus a \$10,000 contingency for a total of \$42,770 which brings the total project cost to \$184,855.

**Board Meeting – 2/6/2024**  
Chief Maintenance Officer

**Greater Dayton RTA Board of Trustees Jointly held Finance,  
Personnel, and Planning Committees Meeting Packet**

Meeting Date: Tuesday, January 16, 2024 - 8:30 a.m.  
Wright Stop Plaza – 4 S. Main Street, Dayton OH 45402  
2<sup>nd</sup> Floor Multipurpose Room

**Action Item #5**  
*Next Section*



**ACTION ITEM #5      601 Longworth VEE System**

The purpose of this procurement is to select a firm to partner with Greater Dayton Regional Transit Authority (RTA) for the installation of a Vehicle Exhaust Extraction (VEE) system in the 601 Longworth Street garage.

The garage is currently equipped with a building exhaust system that removes fumes from running vehicles; however, in the maintenance bays, the VEE systems are added to capture the vehicle exhaust for prolonged idling periods. This system will support the AC Shop that is being moved from its current location to the 601 Longworth Street garage. This procurement supports RTA's core value of safety for our employees by continuously improving our facilities to ensure they are free from harmful chemicals and have a healthy and safe work environment.

Sealed bids for the 601 Longworth VEE System were solicited through *Dayton Daily News*, *Dayton Weekly News*, and *Transit Talent*. Invitations for Bid were sent to 52 firms.

At 10:00 a.m., on November 6, 2023, two (2) bids were received and publicly opened. The results were as follows:

Vendor	J. Feldkamp Design Build Cincinnati, OH	Starco, Inc. Dayton, OH
Material	\$ 62,200	\$ 86,919
Labor	\$ 62,200	\$ 45,000
Total Bid	\$ 124,400	\$ 131,919

The Chief Executive Officer recommends AWARD to J. Feldkamp Design Build for the installation of the VEE system in the 601 Longworth garage in the amount of \$124,400 plus a contingency of \$12,440 for any unknown costs, totaling \$136,840.

Board Meeting – 2/6/2024  
Chief Executive Officer



GD 23-20: 601 Longworth VEE System Bid List	
Company	Email
5-Star Heating and Cooling, Inc.	mic.mohler@pickheat.com
Air Duct Cleaning Co.	info@airduct-cleaning.com
Air Force One	bhorvath@airforceone.com
Air/Pro, Inc.	danderson@airpro.com
Airtron	robert.lenehan@nrg.com
AKA Construction, Inc.	amy@aka-construction.com
Allen Refrigeration	jessica@allenrefrigeration.com
Apex Mechanical Systems Inc.	epatterson@apexmechanical.us
Applied Mechanical Systems	wdear@appliedmechanicalsys.com
Architectural Louvers	jcarr@archlouvers.com
Barge Design Solutions	chris.brown@bargedesign.com
Bison Services, LLC	bisonservice@yahoo.com
Blair Heating & Air Conditioning	blairheating@cinci.rr.com
CHW Mechanical Services, LLC	kreed@chwmechanical.com
Cromedy Construction Corporation	bcromedy@cromedyconstruction.com
Cummins Facility Services	christa@cumminsfs.com
D. C. Heating, Cooling & Plumbing LLC	dcheatingcooling@gmail.com
D.L. Plumbing & Mechanical	tomehowell@aol.com
DeBra-Kuempel	blemmons@dkemcor.com
Detmer and Sons Inc.	fdetmer@detmersons.com
Diversified Mechanical Systems LLC	ehardawayjr@sbcglobal.net
Eagle Property Maintenance	eagleprops@sbcglobal.net
EES Facility Services	jobryan1@eesfacilityservices.com
Extreme's Heating & Air	info@extremeheating.com
Frebco Industrial Piping, Inc.	wregelski@frebco.com
Frye Mechanical Inc.	wchapman@fryemechanical.com
Grot Incorporated	jerry@grotinc.com
Holland & Holland, Inc.	hollandplumbex@hollandhollandinc.com
Honeywell Building Solutions, Dayton	dougwehmeyer@honeywell.com
HP Products Corp.	sbehringer@HPPProducts.com
J Feldkamp	kscanlon@FeldkampMechanical.com
Kirkwood Heating & Cooling, Inc.	suz-kirkwood@hotmail.com
Korrek Plumbing Company Inc	nate@korrekplumbing.com
Liebert Global Services - Vertiv	mneiheisel@uptime-inc.com
Mechanical Systems of Dayton	bstewart@msdinc.net
Mireagan Group	mhouerthemireagangroup@gmail.com
Orbit Sheetmetal	bmontgomery@orbitsdo.com
Osterfeld Champion Service, Inc.	cmergy@osterfeld.us
P L Mechanical, LLC	plmechanical@woh.rr.com
Perfection Group	csumner@perfectiongroup.com
Response Mechanical	ccrawford@orbitsdo.com
S&D/Osterfeld	ccrawford@orbitsdo.com

Starco Inc.	tjohnson@starco-inc.com
Stoermer-Anderson, Inc.	tes@stoermer-anderson.com
Superior Mechanical Services Inc	jhughes@superiormech.com
Tanner Heating and Air Conditioning	ttanner@tannerhvac.com
TP Mechanical	James.Hatfield@tpmechanical.com
Trame Mechanical	danc@tramemech.com
Triton Services Inc.	service@tritonservicesinc.com
Waibel Energy Systems	kyle.looney@gowaiibel.com
Westfield Electric, Inc.	sbusdeker@westfieldgroups.com
Zimpher & Kyser	gkyser@zimpherkyser.com

**Greater Dayton RTA Board of Trustees Jointly held Finance,  
Personnel, and Planning Committees Meeting Packet**

Meeting Date: Tuesday, January 16, 2024 - 8:30 a.m.  
Wright Stop Plaza – 4 S. Main Street, Dayton OH 45402  
2<sup>nd</sup> Floor Multipurpose Room

**Joint Finance/Personnel and  
Planning Committee  
Discussion Items**

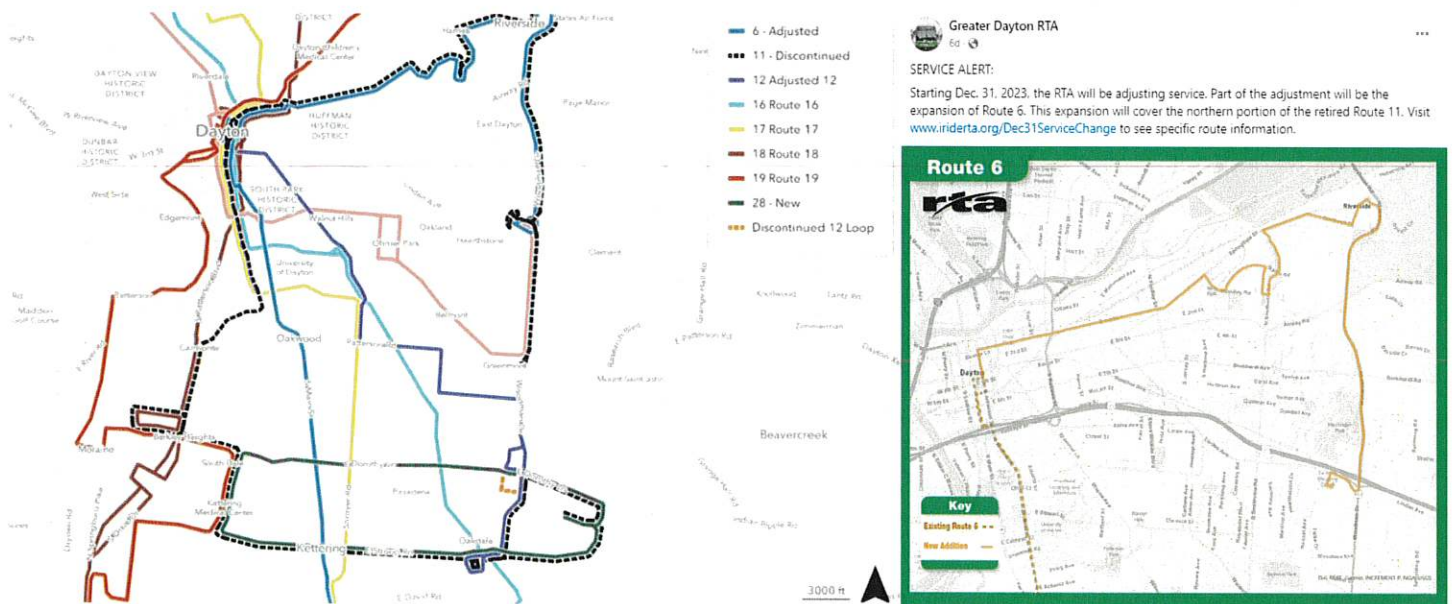
*Next Section*





Customer & Business Development Highlights  
Finance/Personnel & Planning Committee Meeting – 01/16/2024

# DEC. 31 SERVICE CHANGE INCLUDES NEW KETTERING LOOP, ROUTE 28



A map showing new and adjusted routes that appears on [rideida.org/Dec31ServiceChange](http://rideida.org/Dec31ServiceChange) and a social media post detailing changes to Route 6 and 11 were among the materials created to inform riders of service changes coming in December.

On Dec. 31 several service changes went into effect including the expansion of Routes 6, 9 and 12, along with the creation of the new Route 28.

Due to the expansion of other routes, Route 11 was retired. In addition, running times were adjusted for Routes 16, 18 and 22.

Route 28 replaces the southern portion of Route 11. It runs from 6 a.m. to

11 p.m. with a frequency of approximately 40 minutes. Route 28 loops through parts of Kettering along Dorothy Lane to East Stroop Road, to Southern Boulevard and then back to Dorothy Lane.

RTA planners worked with the city of Kettering to ensure this new route serves current and future economic development sites. Several important locations served by Route

28 include Kettering Health Main Campus, the Kroger and Kettering Towne Center on Dorothy Lane, Kettering Recreation Complex, the Meijer at East Stroop Road and Wilmington Pike, the Kroger Fresh Fare on East Stroop Road, and Town and Country Shopping Center. It also stops within walking distance of the Greene Town Center.

The graphics team worked with planning to

create new maps for RTA's websites and new schedule boards for the transit centers.

Communications Specialist Michael Everman detailed the changes in several press releases and created social media posts to alert riders to the service changes. He also fielded questions from riders on Facebook.

Signage was also placed on buses on all impacted routes.



# RTA CELEBRATES THE SEASON WITH DECORATING CONTEST, EBF PARTY

The competition was stiff during this year's holiday floor decorating contest at RTA.

The theme was “Elf on the Shelf” and a dozen departments decked their halls, cubicles and break areas.

The judges announced on Dec. 28 that first place went to the communications team on the 5th floor of Wright Stop Plaza; second place to procurement on the 8th floor; and third place to Human Relations at the 600 Longworth building.

The winners get sweet treats for their floor, plus first and second place each get a pizza party for their floor. First place also gets a holiday trophy to display.

The Employee Benefit Fund (EBF) Committee put on its annual employee holiday celebration on Dec. 21 in the Longworth garage. Dozens of raffle prizes were announced ahead of time via posters and Info Hub with raffle tickets available to purchase from committee members in each building.

The party featured a DJ, a festive photo booth and food from Courtland's Mobile Grill.

See photos from the celebration on the next page.



**Clockwise from top right:** 1st place winner: 5th floor, Marketing/Communications featured elves disrupting a holiday video shoot; 2nd place, 8th floor, Procurement, had a cozy holiday vibe with a snowy view and stockings by the fireplace; 3rd place, 2nd floor Longworth, Human Relations, featured multiple decorated trees and festive cubicle themes. **Below:** The posters created by the EBF committee and graphics to advertise this year's raffle and holiday party.

## E.B.F. EMPLOYEE BENEFIT FUND

### Holiday Celebration

Have you been  
**Naughty  
or  
Nice**

Thursday, December 22, 2023

Find out on our holiday celebration in the garage at Longworth from 11 a.m. - 3 p.m.

Join us for lunch, games, and prizes!

\*Raffle winners announced on December 22, at 10 a.m.

Your RTA EBF Committee Members: Cathy, Jackie, Donna, LaVon, Raquel, Victor, Lisha, Letitia, Michael, James, Taniqua and Kimbriala

## E.B.F. Holiday Celebration

EMPLOYEE BENEFIT FUND

December 21, 2023 • 11 a.m. - 3 p.m.  
600 Longworth Street Bus Garage

\*\*\* FOOD, MUSIC, FRIENDS & FUN \*\*\*

<p>🎁 <b>50-50 DRAWINGS</b></p> <ul style="list-style-type: none"> <li>• Lottery Tickets</li> <li>• Casino Prizes</li> <li>• Casino Merch</li> <li>• 50-50 Cash</li> <li>• Prizes from vendors</li> </ul>	<p>🎁 <b>50-50 DRAWINGS</b></p> <ul style="list-style-type: none"> <li>• 100-50-50 Day</li> <li>• 50-50 Merch</li> <li>• 50-50 Cash</li> <li>• Prizes from vendors</li> </ul>	<p>🎁 <b>50-50 DRAWINGS</b></p> <ul style="list-style-type: none"> <li>• 50-50 Lottery Tickets</li> <li>• 50-50 Merch</li> <li>• 50-50 Cash</li> <li>• Prizes from vendors</li> </ul>
--	--	--

WINNER ANNOUNCED ON DECEMBER 22, 2023

## Tickets on Sale NOW!

\$1 per ticket or  
6 chances for \$5 or  
30 chances for \$20

December 21, 2023 • 11 a.m. - 3 p.m.  
600 Longworth Street Bus Garage

## E.B.F. EMPLOYEE BENEFIT FUND

### Holiday Celebration

December 21, 2023 • 11 a.m. - 3 p.m.  
600 Longworth Street Bus Garage

## Tickets on Sale NOW!

\$1 per ticket or  
6 chances for \$5 or  
30 chances for \$20

December 21, 2023 • 11 a.m. - 3 p.m.  
600 Longworth Street Bus Garage

## Tickets on Sale NOW!

\$1 per ticket or  
6 chances for \$5 or  
30 chances for \$20

December 21, 2023 • 11 a.m. - 3 p.m.  
600 Longworth Street Bus Garage

## E.B.F. EMPLOYEE BENEFIT FUND

### Holiday Celebration

December 21, 2023 • 11 a.m. - 3 p.m.  
600 Longworth Street Bus Garage

## Tickets on Sale NOW!

\$1 per ticket or  
6 chances for \$5 or  
30 chances for \$20

December 21, 2023 • 11 a.m. - 3 p.m.  
600 Longworth Street Bus Garage

## Tickets on Sale NOW!

\$1 per ticket or  
6 chances for \$5 or  
30 chances for \$20

December 21, 2023 • 11 a.m. - 3 p.m.  
600 Longworth Street Bus Garage

## E.B.F. EMPLOYEE BENEFIT FUND

### Holiday Celebration

December 21, 2023 • 11 a.m. - 3 p.m.  
600 Longworth Street Bus Garage

## Tickets on Sale NOW!

\$1 per ticket or  
6 chances for \$5 or  
30 chances for \$20

December 21, 2023 • 11 a.m. - 3 p.m.  
600 Longworth Street Bus Garage

## Tickets on Sale NOW!

\$1 per ticket or  
6 chances for \$5 or  
30 chances for \$20

December 21, 2023 • 11 a.m. - 3 p.m.  
600 Longworth Street Bus Garage







# CELEBRATING 2023's ACCOMPLISHMENTS

Director of Communications & Training Jessica Olson summarized just some of her teams' biggest accomplishments in 2023 as follows:

## WE ARE AT FULL STAFF

When the year began, RTA needed more than 80 CDL drivers and more than 30 Connect drivers, not accounting for attrition. In order to get to full staff several C&BD teams needed to work together to advertise to get people to apply, interview them, hire them, and successfully onboard and train them.

"Good training equates to their success and desire to stay at RTA and make a career here," Olson said. "The communications team did an excellent job of having new and engaging ads in the pipeline in a variety of formats to draw attention to our hiring needs and the benefits of working at RTA without the messaging seeming redundant."

That worked in conjunction with quarterly hiring events at the North-

west Transit Center, Wright Stop Plaza, and UD Arena.

"These hiring events were made successful thanks to our innovative approach to letting people test drive a bus and get a feel for the job with one of our instructors," Olson said. "Our team members were always the first there, the last to leave, and the ones who made sure everyone had what they needed."

The Human Resources department moved more than 230 people through the hiring process to onboarding during 2023.

"After hiring, our training staff created a new system to keep the flow of trainees



New "Welcome Aboard" T-shirts will be handed out to trainees in 2024 as part of an effort to build excitement toward graduation.



A group photo of the graduates who were honored at the Dec. 18 RTA graduation ceremony. In 2024 the location of graduations will move to the Wright Stop Plaza multi-purpose room where there is more room for pomp and circumstance!

going, providing superior service and unprecedented training by helping multiple people get through the permit and CDL process," Olson said. "It was a full house every day, with a new class every two weeks!"

## GRADUATION IS BACK

It's been more than 10 years since RTA celebrated its trainees through an official agency graduation.

"Thanks to the efforts of the communications team creating a plan for how to design a graduation ceremony and execute it, the help of training to get a list of attendees and welcome them,

and the collaboration with operations, we've now executed several well-received graduations, with plans to adapt and improve the process in 2024," Olson said.

She noted the four ceremonies so far have been fun events that the trainees have clearly enjoyed, and it's a good and right way to start off their careers with RTA.

Coming in 2024 are new "Welcome Aboard" T-shirts for trainees and a new larger backdrop for graduate group photos which will adorn a new photo wall in the training department to celebrate RTA's graduating classes.



# NEW CARING FOR OUR COMMUNITY BILLBOARDS FEATURE SIX RTA EMPLOYEES



Director of Mobility & Customer Service Sally Brown.



Fixed-route Operator Todd Watts.



Service and Repair Mechanic Chris Cusick.

Another round of billboards featuring six RTA employees who exemplify "Caring for Our Community" could be spotted throughout Montgomery County in December.

Each person was chosen by supervisors for acts of service in either specific situations or because they exemplify RTA's values in their every day job.

Senior Graphic Designer Cara Wood and Communications Specialist Katie Wedell created the billboard designs and Wedell and Graphic Designer Carmen Gaines created photos with each featured person and their billboard to become a framed keepsake.

Wedell has asked supervisors to continue to put forward the names of employees who exemplify Caring for Our Community in their everyday jobs or in situations that go beyond the every day.

Numerous supervisors have shared stories of their employees' good work so far.

The plan is to create more billboards, social media posts and possibly television ads featuring those employees' acts of caring in the near future.



*Continued on page 6*





**We are  Caring for Our Community.**

***“Janice is passionate about equipping our staff to be successful at the RTA.”***

**WWW.IRIDERTA.ORG**

Training Instructor Janice Reece.




**We are  Caring for Our Community.**

***“Lisha is an excellent example of what Customer Service truly means.”***

**WWW.IRIDERTA.ORG**

Customer Service Representative Lisha Borum.




**We are  Caring for Our Community.**

***“Jason’s dedication is evident every day in the way he treats his passengers.”***

**WWW.IRIDERTA.ORG**

Connect Operator Jason Geer.



## RTA HOLIDAY AD AIRS ON LOCAL TV



A still from RTA's holiday commercial which aired on WDTN, Channel 2, this holiday season. You can watch it on RTA's YouTube page [youtube.com/@rtagreen](https://www.youtube.com/@rtagreen).



Also on WDTN: Director of Communications & Training Jessica Olson appeared on Living Dayton along with Santa — also known as retired bus driver John Kern — to promote his rides on the holiday bus in December.




# JANUARY BUS FEATURES MLK DAY



The January bus was designed by Graphic Designer Carmen Gaines. It celebrates the New Year, Martin Luther King Jr. Day (Jan. 15), winter activities like ice skating at Riverscape MetroPark, and National Hot Chocolate Day (Jan. 31).

## RTA BUS STOP SIGNS GET A NEW LOOK FOR THE NEW YEAR



### New signs, same stops

- RTA is rolling out new bus stop signs on all routes starting Dec. 31.
- The new signs do not list route numbers on them.
- Drivers should still make all scheduled stops even though the route number isn't listed on the sign.

### Questions from customers?

Here's how riders can use the new bus stop signs to get information on their route:

**1**


Text – The new signs still include info on how to text for RideTime updates

**2**

RTA website or Transit app

**3**

Calling customer service at 937-425-8300



### New signs, same stops

Here's how riders can use the new bus stop signs to get information on their route:

**1**

Text – The new signs still include info on how to text for RideTime updates

**2**

RTA website or Transit app

**3**

Calling customer service at 937-425-8300

Starting Dec. 31, RTA began rolling out new bus stop signs that no longer include specific route numbers. Communications Specialist Katie Wedell and Senior Graphic Designer Cara Wood created flyers and an Info Hub post to alert drivers to the changes (above left). Communications Specialist Michael Everman alerted the public to the changes via social media posts showing what the signs look like and reminding riders of the different ways they can get real-time route and stop information. These include texting the number on the bus stop sign, calling customer service and using RTA's website or the Transit app on their phone.



# HOLIDAY STUFF THE BUS DELIVERS TOYS, BIKES TO BOYS & GIRLS CLUB



RTA employees came through in a big way— like 40-foot bus big—for the kids at the Boys & Girls Club of Dayton this holiday season.

The annual “Stuff the Bus” toy and clothing drive resulted in an entire bus full of donations to the club, which were distributed to children at their holiday event on Dec. 14. RTA operations leadership and a representative from the ATU helped deliver the hundreds of toys, coats, bikes, socks, hats and more to the club earlier that day.

They are pictured above along with Emma Kane, resource development manager for the Boys & Girls Club (front left) and CEO and President Crystal Allen (front center).

RTA also donated a check for \$1,230 which the club said will be used for snacks and \$550 in \$25 gift cards for the older kids at the club to pick their own gifts.

ATU Local 1385 made an additional \$1,000 in donations.

Graphic Designer Carmen Gaines created posters to advertise the drive internally and the communications team helped spread the word on Info Hub.





## HOLIDAY BUS FEATURED IN DOWNTOWN PARADE



RTA's Holiday Bus was again part of Downtown Dayton Partnership's Children's Parade Spectacular in Lights on the day after Thanksgiving. RTA employees were able to reserve a spot for themselves and family members on the bus and take a festive ride along the parade route. Communications Specialist Katie Wedell coordinated RTA's registration in the parade and the employee sign-up list and Customer Service Representative Lisha Borum helped with day-of logistics.

## RTA WELCOMES INTERNATIONAL STUDENTS TO LOCAL CAMPUSES



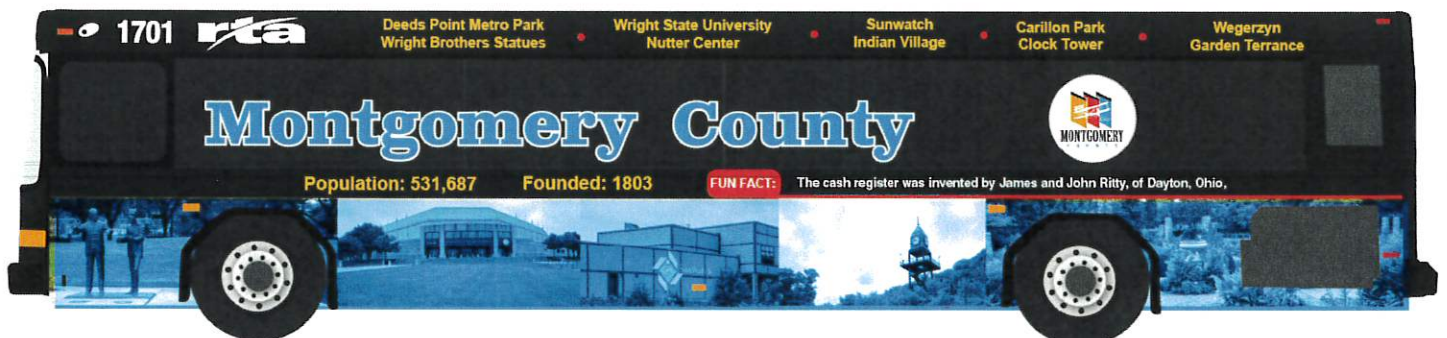
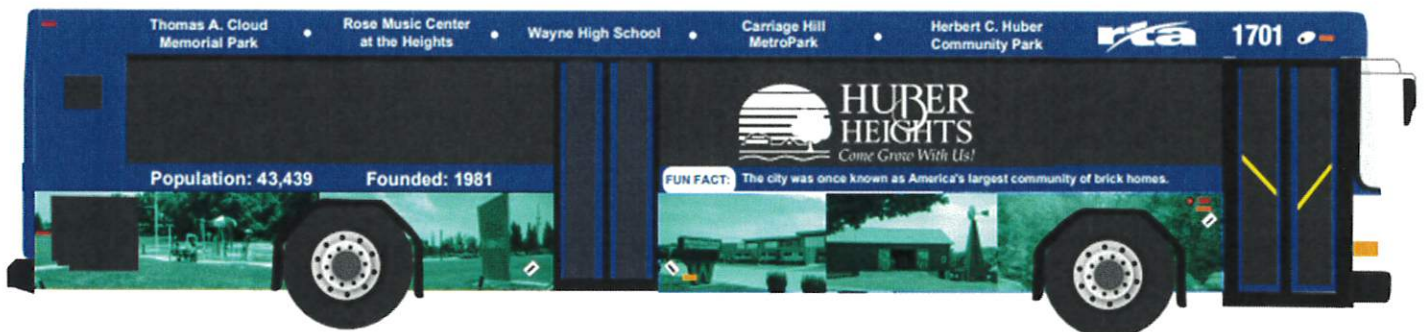
Communications specialists Katie Wedell and Michael Everman attended resource fairs for international students at the University of Dayton and Wright State University on Jan. 3, sharing information on how to use RTA services, which routes serve each campus and answering any questions about getting around Dayton.



# SECOND CITY OF DAYTON 'PROUDLY SERVING' BUS IS ON THE ROAD



The newest bus in the "Proudly Serving" fleet features even more places RTA can take you in the city including Sinclair Community College, Dayton Metro Library, the Schuster Center, The Arcade and Courthouse Square. It was designed by Senior Graphic Designer Cara Wood.



The Huber Heights bus and a second Montgomery County bus will be the next to go into production for the "Proudly Serving" fleet. Both designs were created by Graphic Designer Carmen Gaines.



## RTA SPONSORS ANNUAL PLANNING AND ZONING WORKSHOP



Manager of Planning Service Development Nathan Owens introduced the keynote speaker at the 35th Annual Miami Valley Planning and Zoning Workshop at Sinclair Community College on Dec. 1. RTA was a sponsor of the event and representatives from RTA's planning, customer service and mobility services departments attended workshop sessions.

## Social Media

### November

#### Facebook:

Reach: 69,609

Engagement: 2,364

Minutes Viewed: 901

Total Followers: 6,491

#### Instagram:

Reach: 646

Accounts engaged: 101

Impressions: 5,471

Total Followers: 1,568

### December

#### Facebook:

Reach: 124,589

Engagement: 3,186

Minutes Viewed: 2,906

Total Followers: 6,529

#### Instagram:

Reach: 628

Accounts engaged: 86

Impressions: 5,495

Total Followers: 1,578

## Transit App

### November

Sessions: 1,339,087

Average daily sessions:

44,636

Monthly usage high:

7,820

Avg. daily users: 6,314

### December

Sessions: 1,318,696

Average daily sessions:

42,538

Monthly usage high:

7,671

Avg. daily users: 6,126

## Info Hub

### November

Page views: 8,322

Unique hits: 3,327

Pages created/  
modified: 29

Push notifications  
sent: 26

Total Active Users: 266

### December

Page views: 5,261

Unique hits: 2,032

Pages created/  
modified: 18

Push notifications  
sent: 9

Total Active Users: 261

## YEAR OVER YEAR INFO

## HUB ENGAGEMENT

PAGE VIEWS UP **81%** IN 2023

UNIQUE HITS UP **30%** IN 2023

AVG. ACTIVE USERS UP **103%**  
IN 2023.





Greater Dayton Regional Transit Authority  
Financial Report  
November 2023

Financial Summary  
Comparative Data  
Departmental Detail  
Balance Sheets  
Sales Tax Receipts

Greater Dayton Regional Transit Authority  
YTD Financial Report  
November 30, 2023

**Revenues**

Passenger Fares  
Contract Service Fares  
Service Subsidies  
Interest  
Other  
Sales Tax - Net  
State Assistance  
Federal Assistance

Total Revenue

**Expenses**

Wages  
Paid Absences  
Fringe Benefits  
Services  
Materials & Supplies  
Utilities & Power  
Casualty & Liability Costs  
Taxes  
Purchased Transportation  
Miscellaneous

Total Expenses

**Pre Local Capital - Gain (Loss)**

Less - Local Capital Charge

**RTA Service - Gain (Loss)**

**Audit & GASB Items**

Less - Market to Market Adjustment  
Plus - Market to Market Adjustment  
Less - Federal/State Depreciation  
Less - GASB 68 & 74 (Pensions) Charge  
Plus - GASB 68 & 74 (Pensions) Credit

**Audit Adjusted - Gain (Loss)**

Plus - Non-RTA Capital Grants Received

**Balance Sheet - Change in Net Position**

Actual Nov 2023	
6,214,675	9.1%
6,993	0.0%
18,500	0.0%
2,399,176	3.5%
223,245	0.3%
43,450,569	63.7%
575,400	0.8%
15,350,499	22.5%
68,239,058	100%
29,703,274	44.7%
4,623,043	7.0%
11,894,399	17.9%
6,116,920	9.2%
6,742,926	10.2%
1,376,190	2.1%
1,050,247	1.6%
210,139	0.3%
3,312,172	5.0%
1,396,956	2.1%
66,426,267	100%
1,812,791	
2,706,347	
(893,555)	

Passenger Fares are \$1.7M over budget as a result of post-pandemic increased ridership.

Interest Income is \$749k over budget as a result of higher interest rates.

Sales Tax - Net is \$522k or 1.2% over budget as a result of higher Montgomery County collections.

Total Revenues are \$2.9M over budget due to higher passenger fares, interest income and sales tax, offset by lower federal assistance.

Total Expenses are \$671k over budget as a result of higher employee wages and purchased transportation costs, offset by lower paid absences, fringe benefits, services and materials & supplies.

**Greater Dayton Regional Transit Authority**  
**YTD Financial Report**  
**November 30, 2023**

**Revenues**

	Actual Nov 2023	Budget Nov 2023	Actual Nov 2022
Passenger Fares	6,214,675	4,522,250	4,024,890
Contract Service Fares	6,993	-	6,724
Service Subsidies	18,500	15,584	276,486
Interest	2,399,176	1,650,000	1,092,052
Other	223,245	229,163	178,784
Sales Tax - Net	43,450,569	42,927,924	42,897,313
State Assistance	575,400	575,400	286,179
Federal Assistance	15,350,499	15,674,999	21,373,253
<b>Total Revenue</b>	<b>68,239,058</b>	<b>65,595,320</b>	<b>70,135,681</b>

**Expenses**

	Actual Nov 2023	Budget Nov 2023	Actual Nov 2022
Wages	29,703,274	27,609,738	24,695,367
Paid Absences	4,623,043	5,485,343	4,340,643
Fringe Benefits	11,894,399	12,450,248	10,788,639
Services	6,116,920	6,888,673	5,595,285
Materials & Supplies	6,742,926	7,180,927	6,580,248
Utilities & Power	1,376,190	1,558,026	1,420,355
Casualty & Liability Costs	1,050,247	1,224,377	1,143,198
Taxes	210,139	185,778	161,296
Purchased Transportation	3,312,172	1,917,732	743,190
Miscellaneous	1,396,956	1,254,500	790,957
<b>Total Expenses</b>	<b>66,426,267</b>	<b>65,755,342</b>	<b>56,259,178</b>

**Pre Local Capital - Gain (Loss)**

Less - Local Capital Charge

**RTA Service - Gain (Loss)**

**Audit & GASB Items**

Less - Market to Market Adjustment  
Plus - Market to Market Adjustment  
Less - Federal/State Depreciation  
Less - GASB 68 & 74 (Pensions) Charge  
Plus - GASB 68 & 74 (Pensions) Credit

**Audit Adjusted - Gain (Loss)**

Plus - Non-RTA Capital Grants Received

**Balance Sheet - Change in Net Position**

1,787,017	3,374,855
13,289,675	13,269,598
<b>(12,396,214)</b>	<b>(5,387,571)</b>
23,770,796	5,202,457
<b>11,374,582</b>	<b>(185,114)</b>

Greater Dayton RTA

Departmental Budget Summary

November 30, 2023

Department	#
Board of Trustees	11
Chief Executive Officer	21
	55
Chief Capital Officer	92
	24
	98
Chief Financial Officer	19
	66
	77
	91
Transportation	60-61
	63
	88
Maintenance	71
	72
	73
	75
	76
	81-85
	89
Customer & Business Dev.	41
	43
	44
	45
	31
	58
	65

Current Month		
Actual	Budget	Variance
6	6	-
50	52	(2)
64	89	(24)
114	140	(26)
45	47	(3)
22	25	(3)
8	7	1
74	79	(5)
54	49	4
120	139	(19)
43	41	1
90	101	(10)
307	330	(23)
817	511	306
2,712	2,520	192
-	8	(8)
3,529	3,039	490
208	134	74
927	886	41
79	73	6
147	205	(59)
218	230	(12)
121	109	12
42	49	(6)
1,743	1,685	57
36	43	(7)
64	71	(7)
116	98	18
61	45	16
110	143	(34)
174	192	(18)
99	77	22
660	670	(10)
6,433	5,950	483

Year to Date		
Actual	Budget	Variance
58	63	(5)
550	566	(16)
750	978	(228)
1,300	1,544	(244)
449	526	(77)
186	288	(102)
102	73	29
737	888	(151)
530	538	(7)
1,314	1,530	(216)
435	459	(24)
970	1,113	(143)
3,249	3,639	(390)
6,953	5,646	1,306
29,415	27,698	1,717
-	92	(92)
36,368	33,436	2,932
1,670	1,541	129
9,563	9,811	(248)
1,067	852	215
1,614	2,367	(753)
2,731	2,367	364
1,225	1,315	(90)
483	537	(54)
18,353	18,789	(436)
376	475	(99)
676	785	(109)
1,066	1,089	(24)
441	496	(54)
1,222	1,582	(361)
1,777	2,118	(341)
805	852	(47)
6,362	7,397	(1,034)
66,426	65,755	671

Annual Budget	
69	618
1,067	1,684
574	313
3,425	4,312
587	2,668
501	1,228
4,983	6,157
33,317	39,574
100	1,694
10,702	938
2,572	2,623
1,423	585
20,538	515
856	1,188
540	1,726
2,310	929
8,064	79,224

(Dollars in Thousands, Bracketed Variances are Favorable)

Greater Dayton RTA  
Balance Sheets  
November 2023 and Year End 2022

Assets and Deferred Outflows of Resources

	As of 11/30/2023	AUDITED As of 12/31/2022
Current assets:		
Cash and cash equivalents	\$ 18,200,175	\$ 12,038,330
Short-term investments	31,569,795	34,973,491
Accounts receivable, less allowance for doubtful accounts	15,618,811	33,830,311
Materials and supplies, net	7,563,669	6,634,718
Prepaid expenses and deposits	967,426	1,853,081
Total current assets	73,919,877	89,329,930
Non-current assets:		
Long-term investments	61,067,495	55,128,800
Net pension /OPEB assets	7,727,516	7,727,516
Capital assets:		
Land	7,361,536	7,361,536
Revenue producing and service equipment	124,364,793	129,103,876
Buildings and structures	151,134,541	134,310,336
Office furnishings, shop equipment and other	29,205,705	28,044,345
Construction in progress	47,846,788	30,709,800
Less accumulated depreciation	(158,466,640)	(147,006,613)
Total capital assets - net	201,446,723	182,523,279
Total non-current assets	270,241,734	245,379,595
Total assets	344,161,611	334,709,525
Deferred outflows of resources - pensions/OPEB	8,494,257	8,494,257
Total assets and deferred outflows of resources	\$ 352,655,868	\$ 343,203,782

Liabilities, Deferred Inflows of Resources and Net Position

Current liabilities:		
Accounts payable	\$ 2,801,264	\$ 4,839,745
Accrued payroll and related benefits	5,252,384	5,344,473
Accrued self-insurance	5,895,219	5,801,260
Unearned fares	66,914	374,247
Other accrued expenses	2,052,458	1,631,011
Total current liabilities	16,068,240	17,990,737
Non-current liabilities:		
Accrued compensated absences	1,247,354	1,247,354
Net pension/OPEB liabilities	19,155,942	19,155,942
Total non-current liabilities	20,403,296	20,403,296
Total liabilities	36,471,535	38,394,032
Deferred inflows of resources - pensions/OPEB	33,335,322	33,335,322
Net position:		
Invested in capital assets	201,446,723	182,523,279
Unrestricted	81,402,287	88,951,149
Total net position	282,849,011	271,474,428
Total liabilities, deferred inflows of resources and net position	\$ 352,655,868	\$ 343,203,782



**SALES TAX RECEIPTS (NET OF FEE PAID TO STATE OF OHIO)**

SALES PERIOD EARNED	MONTH RECEIVED	MONTHLY					YEAR TO DATE				
		2020	2021	2022	Actual 2023	Budget 2023	2020	2021	2022	Actual 2023	Budget 2023
JANUARY	APRIL	\$ 3,070,612	\$ 3,233,962	\$ 3,406,797	\$ 3,529,286	\$ 3,430,100	\$ 3,070,612	\$ 3,233,962	\$ 3,406,797	\$ 3,529,286	\$ 3,430,100
FEBRUARY	MAY	\$ 3,059,356	\$ 3,290,524	\$ 3,515,968	\$ 3,645,547	\$ 3,531,984	6,129,968	6,524,486	6,922,765	7,174,832	6,962,084
MARCH	JUNE	\$ 3,023,059	\$ 4,200,021	\$ 4,207,363	\$ 4,164,079	\$ 4,222,084	9,153,027	10,724,507	11,130,128	11,338,911	11,184,168
APRIL	JULY	\$ 2,756,395	\$ 3,960,624	\$ 4,023,682	\$ 4,096,524	\$ 4,037,084	11,909,422	14,685,131	15,153,810	15,435,435	15,221,252
MAY	AUGUST	\$ 3,561,409	\$ 4,174,409	\$ 4,292,382	\$ 4,190,742	\$ 4,307,084	15,470,831	18,859,540	19,446,192	19,626,177	19,528,336
JUNE	SEPTEMBER	\$ 3,929,617	\$ 3,995,835	\$ 4,073,673	\$ 4,340,913	\$ 4,087,084	19,400,448	22,855,374	23,519,865	23,967,090	23,615,420
JULY	OCTOBER	\$ 3,594,516	\$ 3,970,191	\$ 4,124,481	\$ 4,024,857	\$ 4,137,084	22,994,964	26,825,565	27,644,346	27,991,946	27,752,504
AUGUST	NOVEMBER	\$ 3,509,033	\$ 3,792,316	\$ 3,917,771	\$ 4,115,287	\$ 3,832,084	26,503,997	30,617,881	31,562,117	32,107,233	31,584,588
SEPTEMBER	DECEMBER	\$ 3,432,216	\$ 3,844,035	\$ 4,163,678		\$ 3,737,184	29,936,213	34,461,916	35,725,795		35,321,772
OCTOBER	JANUARY	\$ 3,820,242	\$ 3,771,559	\$ 4,075,167		\$ 3,762,184	33,756,455	38,233,475	39,800,962		39,083,956
NOVEMBER	FEBRUARY	\$ 3,431,837	\$ 4,015,563	\$ 3,989,588		\$ 3,843,968	37,188,292	42,249,038	43,790,550		42,927,924
DECEMBER	MARCH	\$ 4,000,815	\$ 4,620,756	\$ 4,677,163		\$ 4,472,076	41,189,106	46,869,794	48,467,713		47,400,000

**PLEASE NOTE THE ABOVE AMOUNTS ARE REPORTED NET OF A 1% ADMINISTRATIVE FEE WHICH IS PAID TO THE STATE OF OHIO.**

**Small Purchasing Information**  
**\$25,000 TO \$100,000**  
**January 1, 2023 - December 31, 2023**

Contract Date	Requesting Department	Description	Vendor	Amount
01/01/23	Maintenance	UD Supervisor Leadership Class 2 Years / 20 Employees	University of Dayton	86,000
01/01/23	Maintenance	Diesel Exhaust Fuel (DEF)	Mansfield Oil Company	49,000
02/01/23	Human Resources	Consulting and Training on Vista	Personnel Data Systems	60,500
02/01/23	Maintenance	Trash and Recycling	Republic Services #260	58,875
02/09/23	Executive	Annual Membership Dues	Downtown Dayton Partnership	25,000
03/01/23	IT	Upgrade to Grievance System	Quantum Information Systems	39,250
03/22/23	Executive	Allocated Share of RAISE with Woolpert	Dayton Montgomery County Port Authority	25,000
03/29/23	Maintenance	SCADA Annual Maintenance	QEI LLC	27,924
03/29/23	Executive	Annual Membership Dues	Imperial College Projects Limited	26,250
04/03/23	Maintenance	5 Year BUSTR Inspection	Reliable Construction Services	74,684
04/05/23	Maintenance	Shelving and Printer	Grainger, W.W.	25,138
04/18/23	IT	Solarwinds Network Monitor	CDW Government LLC	94,307
05/01/23	Inventory	Graphics Material	Grimco, Inc.	96,476
05/01/23	CBD	Office Supplies	*Friends Service Co. Inc.	30,000
05/22/23	CBD	Office Supplies	*Staples, Inc.	30,000
05/22/23	CBD	Office Supplies	*Office Depot, Inc.	30,000
05/26/23	Human Resources	New Hire Background Check	Employers Choice Online Inc.	100,000
06/01/23	Maintenance	Hazardous & Non-hazardous Waste Removal	Hunting Dog Special-Situations II DBA Valicor Environmental Services	64,433
06/02/23	Maintenance	OPS Additional Absence Codes	Trapeze Software Group Inc.	42,000
06/07/23	Maintenance	Janitorial Paper Products	Roby Services, LTD	73,000
06/15/23	Maintenance	WSP Fire Pump Replace	Koorsen Fire & Security Inc.	98,877
06/26/23	IT	Mset Software Maintenance	Luminator Technology Group Inc	46,595
07/01/23	Labor Relations	TPA-FMLA	Insurance Program Managers Group, LLC (IPMG)	65,370
07/01/23	IT	Internet Access for RTA	Cincinnati Bell Inc. DBA Altafiber	97,680
07/03/23	Maintenance	NW Hub Heaters - Bus Storage	Starco Inc.	33,815
07/10/23	Maintenance	Elevator Repairs	Schindler Elevator Corporation	60,000
07/21/23	Maintenance	Sprinkler Repair - NW Hub	Koorsen Fire & Security Inc.	27,798
08/04/23	CBD	Copy Services	ARC Document Solutions LLC	70,000
08/08/23	Maintenance	Radio Link Layer Programming	P&R Communications	41,970
08/16/23	IT	Services to Upgrade Software	Clever Devices LTD	59,985
08/31/23	Maintenance	Bus Stop Signs	Sign Solutions USA, LLC	47,490
09/06/23	Capital	Substation Painting Project	MJ Building Solutions LLC	31,500
09/11/23	Maintenance	Substation Battery Chargers	High Voltage Maintenance Corp.	37,129
09/15/23	Inventory	Misc. Support Overhead Parts	Power Line Supply	78,717
09/18/23	Inventory	2023 Air Dryer Campaign	Vehicle Maintenance Program Inc.	27,987
09/28/23	Maintenance	Seat Insert Recovering	Joe Molina DBA Molina Manufacturing	92,280
10/01/23	Inventory	Rental/Cleaning of Shop Towels	Cintas Corporation	50,000
10/02/23	Maintenance	Annual Motorola Radio Service	P&R Communications	50,127
10/17/23	Maintenance	Ride On Floor Sweeper/Scrubber	M.H. Equipment Corporation	70,152
10/19/23	IT	Meraki Firewalls	GovConnection, Inc.	65,816
10/20/23	Procurement	OpenGov Software	OpenGov, Inc.	45,639
10/23/23	Communications	Northern - Drupal 10.1 Upgrade	Northern Commerce Inc.	25,000
12/01/23	IT	Annual Software Maintenance for Vista (2024-2026)	Personnel Data Systems (PDS)	61,703
12/15/23	IT	Unitrends Platinum Support Renewal	GovConnection, Inc.	31,621

<b>Contract Date</b>	<b>Requesting Department</b>	<b>Description</b>	<b>Vendor</b>	<b>Amount</b>
12/18/23	Maintenance	2024 Chevrolet 2500 HD Truck	Jeff Schmitt Auto Group Inc.	50,295
12/20/23	IT	Cisco Industrial Switches for the Paratransit Parking Lot	MNJ Technologies Direct, Inc.	30,510
12/27/23	IT	Veamm Data Platform and Backup Office 365 Licenses	CDW Government LLC	26,842
			<b>TOTAL</b>	<b>2,482,735</b>

\* Annual Blanket - Three (3) Vendors were selected to allow users to shop for the best price.

**Board Meeting - 2/06/24**  
Chief Financial Officer