

# SRTA

## SUSQUEHANNA REGIONAL TRANSPORTATION AUTHORITY

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**DATE:** October 31, 2024

**TIME:** 10:00 AM

**PLACE:** 415 N. Zarfoss Dr, York, PA  
A Zoom option will also be offered.  
Public may participate at Cameron Street or Zarfoss Drive Locations.

**PURPOSE:** October 2024 Board Meeting

### ORDER OF BUSINESS

1. Call to Order
2. Changes or Modifications to the Agenda
3. Public Comment: Accepted in Person or in Writing
4. Approval of Minutes
  - A. Meeting Minutes of September 26, 2024 (Pages 3-5)
5. Communications
  - A. Thank you note from Representative Ed Neilson (Page 6)
6. Treasurer's Report
7. Old Business
8. New Business
  - RESOLUTION 2441 – PARATRANSIT RADIO PURCHASE (Pages 7-8)
  - RESOLUTION 2442 – AUTHORITY UTILITY MANAGEMENT (Page 9)
  - RESOLUTION 2443 – CONTRACT AWARD FOR HVAC MAINTENANCE (Pages 10-11)
  - RESOLUTION 2444 – ACCEPTING ANNUAL REPORT OF AUTHORITY AUDITORS (Pages 12)
  - Future Procurements (Pages 13-14)
9. Staff Report
  - CPTA Act 44 Review (Page 15)
10. Executive Session

11. Adjournment

**Next Meeting: Thursday, November 21, 2024 901 at North Cameron St, Harrisburg PA  
10:00AM – SRTA Board Meeting**

**SRTA**  
**SUSQUEHANNA REGIONAL TRANSPORTATION AUTHORITY**

**MINUTES OF SRTA BOARD MEETING**

September 26, 2024

Present were board members: Diane Bosak, Eric Bugaile, Rich Carson, Jason Graves, Carrie Gray, Keith Martin, Ray Rosen, Kirk Stoner and Tom Wilson. Jared Mellott, Counsel, was also present.

Guests and Administrative Staff Members present included: Steve Baldwin, Rich Farr, Brian Gillette, Nicole Hansen, Bev Hockenberry, David Juba, Donna Lattimore, Eric Maguire, Trevor Manahan, Jenna Reedy, Bill Shaw, Sherry Welsh and Jason Wolfgang.

CALL TO ORDER

Chairman Bugaile called the meeting to order at 10:00am.

PUBLIC HEARING

The FFY 2025 Program of Projects was presented and given a forty (40) day public comment period. No comments were received. The Program of Projects will stand as presented.

CHANGES OR MODIFICATIONS TO THE AGENDA

There were no changes or modifications to the agenda.

PUBLIC COMMENT

There was no public comment.

APPROVAL OF MINUTES

Motion to approve the August 22, 2024, meeting minutes was raised by Rich Carson, seconded by Tom Wilson, and passed unanimously.

COMMUNICATIONS

There were no communications.

TREASURER'S REPORT

Steve Baldwin presented details on the August 2024 Financial Statement and Statistical Notes. He noted the following highlights:

- RIDERSHIP: Year-to-date comparisons to the prior year are as follows:
  - Fixed Route ran 5% above last year.
  - Paratransit was 9% above the previous year.
  - Commuter Express experienced a 4% increase from last year (YTD).

**SRTA**  
**SUSQUEHANNA REGIONAL TRANSPORTATION AUTHORITY**

- Microtransit's ridership was a 9% increase in ridership compared to the same time last year.
- REVENUE: July Grant and Contract Income is below budget by \$700,000 because less subsidy was required than the budget anticipated.
- EXPENSES: Year-to-Date Total Expenses are \$314,000 lower than budgeted.
- Unfilled positions decreased by seven (7) to a total of sixty-three (63).
- RESERVES: The Authority's cash balances represent 120 days cash on hand. The Authority's target is to have 180 days of cash on hand. Last week the Authority's fiscal year 2025 State operating grant received final PennDOT approval. Payments under that grant will begin flowing in 30 days.
- LINE OF CREDIT: There are no draws on the organization's line of credit.
- CAPITAL EXPENDITURES (over \$50,000):
  - Twelve (12) Ford E-450 Paratransit Revenue Vehicles      \$1,690,800

After reviewing the dashboard and specifically the Preventative Maintenance (PM) on-time performance, the board is concerned about performing at an 88% on-time preventative maintenance level, which is an increase from the 81% on-time preventive maintenance from last month. The 88% PM statistic is still compliant with the Federal Transit Administration (FTA) 80% standard, however, the SRTA policy standard is 100%. The issue has been addressed and next month's dashboard is expected to be closer to the SRTA policy. The board suggested adding an asterisk with the FTA 80% standard to the dashboard next month.

OLD BUSINESS

There was no old business.

NEW BUSINESS

RESOLUTION 2434 – CONTRACT AWARD FOR REPLACEMENT COMPUTERS

Motion to approve was raised by Ray Rosen seconded by Kirk Stoner and passed unanimously.

RESOLUTION 2435 – AUTHORIZATION TO APPROVE THE REQUIRED UPDATES TO THE AGENCY SAFETY PLAN

Motion to approve was raised by Rich Carson seconded by Kirk Stoner and passed unanimously.

RESOLUTION 2436 – AFFIRMING CONTRACT AWARD FOR DAUPHIN CONCRETE REPAIR

Motion to approve was raised by Tom Wilson seconded by Ray Rosen and passed unanimously.

RESOLUTION 2437 – APPROVING THE CUMBERLAND DAUPHIN HARRISBURG TRANSIT AUTHORITY POLICIES, PROCEDURES AND DISCIPLINE CODE

Motion to approve was raised by Rich Carson seconded by Ray Rosen and passed unanimously.

RESOLUTION 2438 – AFFIRMING UTILITY VEHICLE AND LIFT PURCHASE

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Motion to approve was raised by Jason Graves seconded by Ray Rosen and passed unanimously.

**RESOLUTION 2439 – CONTRACT AWARD FOR RENEWABLE NATURAL GAS TAX CREDITS**

Motion to approve was raised by Ray Rosen seconded by Tom Wilson, and passed with eight (8) votes in favor and one (1) abstention from Keith Martin, due to conflict of interest.

**RESOLUTION 2440 – APPROVING THE SUSQUEHANNA REGIONAL TRANSPORTATION AUTHORITY EMPLOYEE HANDBOOK**

Motion to approve was raised by Kirk Stoner seconded by Diane Bosak and passed unanimously.

**STAFF REPORT**

Rich Farr presented the following staff updates:

- A \$4.50 Shared Ride fare increase will take effect October 1, 2024.
- In reference to the Governor’s budget, Mr. Farr has been invited to a Transportation Senate hearing to present the need for public transportation and transportation funding.
- Mr. Farr will travel to Northumberland County on October 1, 2024 for a public announcement as the County has voted to provide local match funding to continue the microtransit program.
- Microtransit service will be expanding in Columbia County, as service will begin in Berwick October 7, 2024.
- Luzerne County has expressed interest in microtransit as well.
- SRTA is working with Penn College in Williamsport in reference to a maintenance apprenticeship program to begin in May 2025.

**FUTURE PROCUREMENTS**

The list of procurement projects was reviewed.

**ADJOURNMENT**

The next scheduled Board of Directors meeting will take place on October 31, 2024 at 10:00 AM at 415 N. Zarfoss Dr. York, PA.

The meeting adjourned at 11:01AM.

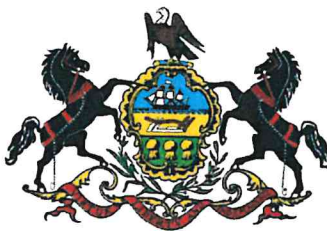
Respectfully Submitted,

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Thomas Wilson  
Secretary

ED NEILSON, MEMBER  
174TH LEGISLATIVE DISTRICT  
CHAIRMAN, TRANSPORTATION COMMITTEE

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House of Representatives  
Commonwealth of Pennsylvania  
Harrisburg

RECEIVED  
OCT 04 2024  
BY: 

September 30<sup>th</sup>, 2024

Rich Farr, Executive Director  
rabbittransit  
901 N. Cameron Street  
Harrisburg, PA 17101

Dear Mr. Farr:

I write today to extend my sincere gratitude for your testimony on behalf of rabbittransit on August 29<sup>th</sup> in Harrisburg, PA.

As you illuminated during your testimony, public transportation is the backbone of this commonwealth's economy and integral to our quality of life. Your services connect workers to jobs, students to education, and Pennsylvanians to vital services they need, including access to life-sustaining health care. Your calls for increased investment for public transportation, that allow you to remain competitive and strengthen employee wages, will not fall on deaf ears, and remains a priority for so many of us here at the Capitol.

Thank you, once again, for your time and effort on this important matter. Your testimony serves as a guide, not only in informing the members of our committee, but the public at large, of the numerous hurdles that remain in attaining an all-encompassing transit budget. Your involvement is greatly appreciated.

Sincerely,

A blue ink signature of Ed Neilson, consisting of a stylized 'E' and 'N' followed by a large flourish.

Rep. Ed Neilson, Majority Chair  
House Transportation Committee  
174<sup>th</sup> Legislative District

**RESOLUTION 2441**  
**PARATRANSIT RADIO PURCHASE**

WHEREAS, the Susquehanna Regional Transportation Authority (SRTA) has identified a need to replace failed radios and add additional radio units for its expanding paratransit vehicle fleet; and

WHEREAS, SRTA maintains a contract with Triangle Communications, Inc. for radio communication and service on specific radio frequency licenses, and Triangle Communications is the sole provider with access and authority to utilize these licenses and the exclusive vendor capable of providing compatible radios for this network; and

WHEREAS, SRTA has conducted an evaluation of options and verified that Triangle Communications is the only viable vendor for this procurement, and has further determined that Triangle Communications' quoted price represents fair and reasonable cost for the required radio equipment; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Susquehanna Regional Transportation Authority that a Purchase Order be awarded to Triangle Communications, Inc. in an amount not to exceed Sixty Thousand Nine Hundred Twenty Dollars and Zero Cents (\$60,920.00) for the procurement of:

**CERTIFICATION OF OFFICERS**  
**OF**  
**SUSQUEHANNA REGIONAL TRANSPORTATION AUTHORITY**

I certify that the foregoing is a sound and true copy of a resolution adopted at a legally convened meeting of the Susquehanna Regional Transportation Authority Board Members held on October 31, 2024.

Attest:

\_\_\_\_\_  
Thomas Wilson,  
Secretary

\_\_\_\_\_  
Eric Bugaile,  
Chairman

**RESOLUTION 2441**  
**PARATRANSIT RADIO PURCHASE**

FACT SHEET

- Forty (40) total radios with telephone like-handsets to allow private conversations
- Radios have a five (5) year warranty



**RESOLUTION 2442**

**RESOLUTION OF THE BOARD OF DIRECTORS AUTHORIZING UTILITY MANAGEMENT**

WHEREAS, the Susquehanna Regional Transportation Authority (SRTA) Board of Directors recognizes the need for efficient management of utility services for its properties; and,

WHEREAS, the Board desires to delegate authority for utility management to the Executive Director or their designee to ensure operational efficiency for all properties owned by SRTA; and,

NOW, THEREFORE, BE IT RESOLVED that the Board hereby authorizes the Executive Director or their designee to manage all utilities, including but not limited to water, sewer, electric, gas, and communication services for all properties owned by the Susquehanna Regional Transportation Authority, Cumberland-Dauphin-Harrisburg Transit Authority, Central Pennsylvania Transportation Authority, Adams County Transit Authority, York Adams Transportation Authority, which includes the following parcels for its new facility project:

07-074-001, 07-074-002, 07-074-003, 07-074-004, 07-074-005, 07-074-007, 08-030-014, 08-030-008, 08-026-001, 08-030-003, 08-030-009, 08-030-004, 08-031-009

NOW, THEREFORE BE IT FURTHER RESOLVED, that this authorization shall take effect immediately upon its adoption and includes, but is not limited to:

- o Establishing new utility services
- o Modifying existing utility services
- o Terminating utility services
- o Executing utility service agreements
- o Making payments for utility services
- o Resolving utility-related disputes
- o Managing utility accounts and billing

**CERTIFICATION OF OFFICERS  
OF  
SUSQUEHANNA REGIONAL TRANSPORTATION AUTHORITY**

I certify that the foregoing is a sound and true copy of a Resolution adopted at a legally convened meeting of the Susquehanna Regional Transportation Authority Board Members held on October 31, 2024.

Attest: \_\_\_\_\_  
Thomas Wilson  
Secretary

\_\_\_\_\_  
Eric Bugaile  
Chairman

**RESOLUTION 2443  
CONTRACT AWARD FOR HVAC MAINTENANCE**

WHEREAS, the Susquehanna Regional Transportation Authority (SRTA) has identified a need for regular preventative maintenance of heating, ventilation, and air conditioning (HVAC) systems at the Dauphin, Adams, and York locations; and,

WHEREAS, SRTA released an Invitation for Bids (IFB) on May 1, 2024, in accordance with Federal and Commonwealth laws and regulations, with bids due June 29, 2024; and,

WHEREAS, despite eight (8) vendors requesting specifications, no bids were initially received, with vendors citing concerns about contract markup disclosure, building service requirements, and insufficient labor capacity; and,

WHEREAS, G.R. Sponaugle, who initially declined to bid, subsequently submitted a Responsive and Responsible bid for HVAC Maintenance on July 17, 2024; and,

WHEREAS, upon evaluation, G.R. Sponaugle's bid was determined to be fair and reasonable, offering:

- Preventative maintenance costs for a two (2) year period
- Established repair labor rates and product markup
- Three (3) option year base prices with provisions for economic adjustments
- Coverage for equipment including:
  - Dauphin location: 30 distinct units
  - Adams location: 5 distinct units
  - York location: 37 distinct units

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Susquehanna Regional Transportation Authority to award a Contract to G.R. Sponaugle for HVAC preventative maintenance service in an amount not to exceed Three-hundred, eighteen thousand, one-hundred, sixty-three Dollars, and Zero Cents (\$318,163.00).

**CERTIFICATION OF OFFICERS  
OF  
SUSQUEHANNA REGIONAL TRANSPORTATION AUTHORITY**

I certify that the foregoing is a sound and true copy of a resolution adopted at a legally convened meeting of the Susquehanna Regional Transportation Authority Board Members held on October 31, 2024.

Attest:

\_\_\_\_\_  
Thomas Wilson,  
Secretary

\_\_\_\_\_  
Eric Bugaile,  
Chairman

## RESOLUTION 2443 CONTRACT AWARD FOR HVAC MAINTENANCE

### FACT SHEET

- Equipment Counts
  - Dauphin – 30 distinct units
  - Adams – 5 distinct units
  - York -- 37 distinct units
- Preventative Maintenance ranges from changing filters and belts to visual inspections and ensuring proper operation
- Preventative Maintenance Agreement is required to meet the FTA’s satisfactory c continuing control requirement.
- Intended to prevent HVAC breakdowns and failures
- Pricing for prescribed preventative maintenance

|                   | 2024<br>Inspection | 2025<br>Inspection | 2026<br>Inspection | 2027<br>Inspection | 2028<br>Inspection |
|-------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| <b>Dauphin</b>    | \$25,043.00        | \$ 25,802.00       | \$ 26,385.00       | \$ 26,967.00       | \$ 27,516.00       |
| <b>Gettysburg</b> | \$ 4,841.00        | \$ 4,994.00        | \$ 5,110.00        | \$ 5,226.00        | \$ 5,342.00        |
| <b>York</b>       | \$ 30,880.00       | \$ 31,640.00       | \$ 32,223.00       | \$ 32,806.00       | \$ 33,388.00       |
| <b>Total</b>      | \$ 60,764.00       | \$ 62,436.00       | \$ 63,718.00       | \$ 64,999.00       | \$ 66,246.00       |

- Repair labor rates are set for two (2) years with a mechanism to allow for increases dependent on SRTA approval

**RESOLUTION NO. 2444**

**ACCEPTING ANNUAL REPORT OF AUTHORITY AUDITORS**

WHEREAS, the Board of Directors of the Susquehanna Regional Transportation Authority (SRTA) engaged the Certified Public Accounting firm of RKL LLP to undertake its financial and compliance audit for the fiscal year ending June 30, 2024; and,

WHEREAS, RKL LLP has completed this work, delivered their draft written report to SRTA for SRTA, Cumberland-Dauphin-Harrisburg Transit Authority (CDHTA) and Central Pennsylvania Transportation Authority (CPTA), and made an oral presentation to the SRTA Board of Directors on their findings; and,

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Susquehanna Regional Transportation Authority accept the draft audit reports for SRTA, CDHTA and CPTA as final, barring no material changes, and that their results be distributed to all necessary parties after final printing.

**CERTIFICATION OF OFFICERS**

**OF**

**SUSQUEHANNA REGIONAL TRANSPORTATION AUTHORITY**

I certify that the foregoing is a sound and true copy of a Resolution adopted at a legally convened meeting of the Susquehanna Regional Transportation Authority Board Members held on October 31, 2024.

attest: \_\_\_\_\_  
Thomas Wilson  
Secretary

\_\_\_\_\_  
Eric Bugaile  
Chairman

**Current and Future Procurement Projects**

| Name  | Type           | Released   | Questions Due | Bid/ Proposa Due | Contract Start | Value           | Notes                                       | Grant Number                          |
|---|----------------|------------|---------------|------------------|----------------|-----------------|---|---------------------------------------|
| TASK ORDER - CAMERON STREET BUS SHELTER       | Task Order     |            |               |                  |                | \$ 8,000.00     | Waiting on Engineer                         |                                       |
| 20220331 - Cameron Shelter                    | IFB            | TBD        |               |                  |                | TBD             | KCI design and solicitation                 |                                       |
| 20230313 - Systemwide Radio Upgrad            | TBD            |            |               |                  |                | \$ 1,800,000.00 | RFP Development                             |                                       |
| 20230517 - York Boardroom Tech Upgrad         | TBD            |            |               |                  |                | TBD             | In Process                                  | No Grant Money Available              |
| 20230807 - Renewable Natural Ga               | RFP            | 5/14/2024  |               | 8/5/2024         |                | Revenue         | Waiting on Contract Retur                   |                                       |
| 20230919 - Vanpool Pilot 202                  | RFP            | 1/30/2024  | 2/22/2024     | 3/14/2024        | TBD            | \$ 100,000.00   | Waiting on Contract Retur                   |                                       |
| 20231110 - Training Materis                   | TBD            |            |               |                  |                | TBD             | Waiting on Project Manage                   |                                       |
| 20231113 - Safety Training Devices            | TBD            |            |               |                  |                | TBD             | Waiting on Project Manage                   |                                       |
| 20231116 - Facilities Trailer Purchas         | Small Quote    |            |               |                  |                | \$ 10,000.00    | Waiting on Project Manage                   | CPTA-21-22-114-3, CCA-G21-22 CPTA-066 |
| 20240112 - W. Milton Facilit                  | TBD            | TBD        |               |                  |                | TBD             | PA DOT Engineer Developin                   | TBD                                   |
| 20240320 - Remote Video Surveillanc           | TBD            |            |               |                  |                | TBD             | Waiting on Project Manage                   |                                       |
| 20240326 - HVAC Maintenanc                    | IFB            |            |               |                  |                | \$ 318,163.00   | Resolution This Meetir                      |                                       |
| 20240326 - York Call Boxe                     | TBD            |            |               |                  |                | TBD             | Waiting on Project Manage                   |                                       |
| 20240409 - Security Staffing                  | TBD            |            |               |                  |                | TBD             | Waiting on Project Manage                   |                                       |
| 20240425 - Zarfoss Maintenance Heater         | TBD            |            |               |                  |                | TBD             | Waiting on Engineer                         |                                       |
| 20240507 - Fleet Management Electrical Worl   | Small Quote    |            |               |                  |                | \$ 30,000.00    | Waiting on Engineer                         |                                       |
| 20240612 - Call Center Voice Softwar          | TBD            |            |               |                  |                | TBD             | Project On Hold - Project Manager 07/03/202 |                                       |
| 20240620 - Statewide Bus Purchas              | TBD            |            |               |                  |                | TBD             | David Kilmer Developing                     |                                       |
| 20240624 - AI Purchase                        | TBD            |            |               |                  |                |                 | Waiting on Project Manage                   |                                       |
| 20240624 - HTC Camera Additior                | TBD            |            |               |                  |                | TBD             | Waiting on Engineer                         | Funding?                              |
| 20240626 - York-Adams Call Boxe               | TBD            |            |               |                  |                |                 | Waiting on Project Manage                   |                                       |
| 20240703 - Adams Office Security              | TBD            |            |               |                  |                | TBD             | Waiting on Project Manage                   |                                       |
| 20240708 - York Transfer Drain Repai          | TBD            |            |               |                  |                | TBD             | Waiting on Engineer                         |                                       |
| 20240722 - MTS Security Repair                |                |            |               |                  |                |                 | Waiting on Engineer                         |                                       |
| 20240726 - IT Services                        | RFP            | 10/14/2024 | 10/31/2024    | 11/13/2024       | 3/1/2024       | TBD             | Waiting on Project Manage                   | Operating                             |
| 20240801 - Zarfoss Shelving                   |                |            |               |                  |                |                 | Waiting on Project Manage                   |                                       |
| 20240807 - Bollard Protectio                  | Micro Purchase |            |               |                  |                | \$ 2,500.00     | In Process                                  |                                       |
| 20240807 - Paperless MSDS Recori              |                |            |               |                  |                |                 | Appalachia?                                 |                                       |
| 20240807 - Maintenance Forklift Replacemen    | IFB            |            |               |                  |                | \$ 200,000.00   | Waiting on Project Manage                   |                                       |
| 20240808 - Adams Carpet Replacemen            | Small Quote    |            |               |                  |                | \$ 21,500.00    | Waiting on Project Manage                   |                                       |
| 20240808 - Systemwide Lift Maintenance        |                |            |               |                  |                |                 | RFP in developmen                           |                                       |
| 20240808 - Zarfoss Airline Chang              | Small Quote    |            |               |                  |                |                 | Cancelled by Project Manage                 |                                       |
| 20240808 - Zarfoss Office Door                | Small Quote    |            |               |                  |                | \$ 11,776.00    | Waiting on Project Manage                   |                                       |
| 20240808 - NorCo Lift Replacemen              | IFB            |            |               |                  |                | \$ 89,000.00    | Waiting on Engineer                         | Maintenance 2022-2023-1.              |
| 20240814 - NorCo Maintenance Storage          |                |            |               |                  |                |                 | Waiting on Project Manage                   |                                       |
| 20240820 - Union Co Shelter Additio           |                |            |               |                  |                |                 | Waiting on Project Manage                   |                                       |
| 20240822 - Zarfoss Parts Washer Replacemer    | Small Quote    |            |               |                  |                | \$ 16,567.00    | York-2025-0347                              | YCTA-19-20 #5474                      |
| 20240823 - Facilities Planning Softwar        |                |            |               |                  |                |                 | Waiting on Project Manage                   |                                       |
| 20240823 Dauphin Lift Replacemen              | Small Quote    |            |               |                  |                | \$ 113,802.00   | DAUPHIN-2025-0196                           |                                       |
| 20240823 - Dauphin Hub Doll                   | Small Quote    |            |               |                  |                | \$ 44,316.70    | DAUPHIN-2025-0197 / YORK-2025-0328          | CPTA-21-22-114-3                      |
| 20240823 - Zarfoss Paintin                    |                |            |               |                  |                |                 | Waiting on Project Manage                   |                                       |
| 20240824 - Remote Generator Monitorin         |                |            |               |                  |                |                 | RFP in developmen                           |                                       |
| 20240826 - Dauphin Battery-Alernator Extracto | Micro Purchase |            |               |                  |                | \$ 6,000.00     | Waiting on Project Manage                   |                                       |
| 20240827 - Fixed Route Scheduling Softwar     | RFP            | 10/21/2024 | 11/4/2024     | 12/9/2024        | 3/1/2025       |                 |   |                                       |
| 20240828 - Avail Testing Boar                 | Sole Source    |            |               |                  |                | \$ 35,824.00    | DAUPHIN-2025-0236                           |                                       |
| 20240828 - Dauphin Apprentice Too             | Small Quote    |            |               |                  |                | \$ 25,000.00    | DAUPHIN-2025-0234                           |                                       |
| 20240828 - Dauphin Breaker Repai              | Small Quote    |            |               |                  |                | \$ 20,000.00    | Waiting on Project Manage                   | Funding TBD                           |
| 20240830 - Dauphin Top Side Creepe            | Micro Purchase |            |               |                  |                | \$ 2,990.00     | DAUPHIN-2025-0251                           |                                       |
| 20240909 - Dauphin Utility Traile             | Small Quote    |            |               |                  |                | \$ 20,000.00    | Waiting on Project Manage                   |                                       |
| 20240910 - System Wide Electrical Contracto   | RFP            |            |               |                  |                |                 |   |                                       |
| 20240911 - Dauphin Consumable Storang         | Small Quote    |            |               |                  |                | \$ 8,000.00     | Waiting on Project Manage                   |                                       |
| 20240911 - Dauphin Gas Powered Air Compress   | Small Quote    |            |               |                  |                | \$ 5,295.00     | DAUPHIN-2025-0322                           |                                       |
| 20240926 - Dauphin Line Strip                 | Micro Purchase |            |               |                  |                |                 | Waiting on Project Manage                   |                                       |
| 20240930 - Para Radio Expansio                | Sole Source    |            |               |                  |                | \$ 60,000.00    | Resolution This Meetir                      | CTC/1514 50/50 Spl                    |
| Task Order 9 - Zarfoss Fuel Managemen         | Contract       |            |               |                  |                | \$ 21,605.00    | FACILITIES-2025-0087                        | CPTA-21-22-114-3                      |
| Task Order 10 - MTS VJM                       | Contract       |            |               |                  |                | \$ 27,525.00    | FACILITIES-2025-0088                        | 5307 Apportionmen                     |
| Task Order 11 - King Street Drainag           | Contract       |            |               |                  |                | \$ 17,790.00    | FACILITIES-2025-0089                        | CPTA-21-22-114-2 (1514/Local)         |
| 20241002 - Gator Light                        | Micro Purchase |            |               |                  |                | \$ 932.18       | FACILITIES-2025-0090                        |                                       |
| 20241002 - Goodwill Winterizati               | TBD            |            |               |                  |                | TBD             | Waiting on Project Manage                   |                                       |

Current Projects



**CPTA Act 44 Transit Performance Review Action Plan - October 2024**

| <b>Actions to Increase Passengers / Revenue Hour</b>   | <b>CPTA Action Plan</b>  | <b>Progress Report Update(s)</b>  |
|--|--|---|
| 1. Assess alternative transportation options for southern York County as part of the next TDP update.  | CPTA anticipates a TDP update in 2022. Based on the outcome of the TDP update, rabbittransit will prepare a pilot funding application that will be submitted to PennDOT should opportunities be identified.  | SRTA 2024 Transit Development Plan finalized in June 2024. Alternative opportunities for service includes microtransit potential. <b>Request for PennDOT to close action item.</b>  |
| 2. Continue to work with municipalities experiencing population growth and new commercial development to include a CPTA review of proposed site development plans. | CPTA is heavily engaged in local and regional planning organizations and has recently been a working member of PPTA's "Build a Better Bus Stop" Project which worked to prepare transit oriented development language for agencies to revise and tailor to their regional needs. Further, CPTA seeks to continue efforts to find third-party funding partners as state and federal resources don't allow for adequate source expansions. | Ongoing.  |
| <b>Actions to Increase Operating Revenue / Revenue Hour</b>  | <b>CPTA Action Plan</b>  | <b>Progress Report Update(s)</b>  |
| 1. Continue to monitor its fixed-route farebox recovery and maintain a satisfactory fare recovery level.   | CPTA does maintain and monitor farebox recovery and will evaluate a potential change in fare and farebox collection policy. Special consideration will need to be given for pandemic / post-pandemic consumer needs and ability to pay. It is worth noting that this element may see significant updates with the coordination of CAT and rabbittransit services.  | No significant changes or updates since previous reporting.   |
| <b>Actions to Contain Operating Costs / Revenue Hour</b>   | <b>CPTA Action Plan</b>  | <b>Progress Report Update(s)</b>  |
| 1. Develop a more detailed strategic IT plan that defines desired IT specifications, interdepartmental information flow, and an investment plan.                   | CPTA requests assistance from PennDOT in the providing of templates, a framework, or technical expertise in the development of such a plan with consideration given to the coordination of CAT and rabbittransit services in terms of timeline factors.  | SRTA recently issued a Notice of Intent to Award (NOIA) and have a designated board action requesting authorization to award a contract to a contractor. The objective of this contract would be to finalize development and implementation of drafted strategic IT plan. |
| 3. Develop standards and monitor mechanic efficiency for routine tasks.  | Preliminarily anticipate deployment of new maintenance software in early 2022. CPTA is in the process of drafting a procurement for a new maintenance software. Further, CPTA will identify in the required scope of work or functionality evaluation the capability of the system to meet monitoring and reporting needs.   | No significant changes or updates since previous reporting.   |
| <b>Other Actions to Improve Overall Performance</b>  | <b>CPTA Action Plan</b>  | <b>Progress Report Update(s)</b>  |
| 1. Implement a formal capital planning process agency-wide that it can use to identify and prioritize CPTA's short and long-term capital needs.                    | Preliminarily anticipate deployment in FY2021-2022 planning cycle. The authority does have a formal capital planning process in place, but recognizes the reviewer recommendation to expand this with CAT services in mind.  | No significant changes or updates since previous reporting.   |