

**Agenda**

1. Call to Order Oral
  - Roll Call
2. Meeting Minutes Attachment 2a
  - Minutes from September 22, 2022, Meeting (Motion Required)
3. Guest Communications (2-minute limit) Oral
4. General Manager's Report Attachment 4
5. Committee Reports
  - a. Administration Scheduled to Meet 10/27
  - b. Finance Scheduled to Meet 10/25
  - c. Operations Did Not Meet
  - d. Personnel Met 10/13
6. Old Business
7. New Business
  - Presentation on Web Based Demand-Response and Fixed Route Scheduling/Dispatching Software Award
8. Resolutions - Roll Call Approval Required
  - #2022-10-01: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (*PARTA*) BOARD OF TRUSTEES AWARDING A CONTRACT TO FOXSTER OPCO, LLC DBA CTS SOFTWARE ("CTS"), THE MOST RESPONSIVE AND RESPONSIBLE PROPOSER FOR WEB BASED DEMAND-RESPONSE AND FIXED ROUTE SCHEDULING/DISPATCHING SOFTWARE FOR A TOTAL ONE-TIME PROJECT COST NOT TO EXCEED \$300,000, INCLUSIVE OF ONE-YEAR OF MAINTENANCE AND SUPPORT.**
  - #2022-10-02: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (*PARTA*) BOARD OF TRUSTEES AUTHORIZING THE GENERAL MANAGER, OR HER DESIGNEE, TO PURCHASE ONE (1) ADDITIONAL CNG TROLLEY BUS, OPTIONAL EQUIPMENT, AND SPARE PARTS FROM TRANSPORTATION EQUIPMENT SALES CORPORATION (TESCO).**
9. Executive Session - Roll Call Approval Required
  - To consider the compensation of a public employee in accordance with ORC Section 121.22(G)(1)
10. Adjournment

**Next Regular Meeting:**

**November 17, 2022 @ 7 p.m.**

**PARTA**  
**PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY**  
**BOARD OF TRUSTEES MEETING**  
**MINUTES**

**September 22, 2022**

**Board Members Present:**

Karen Beck  
Marge Bjerregaard  
Richard Brockett  
Jeff Childers

Debbie Davison  
Dave Gynn  
Mike Lewis  
R. T. Mansfield

Jack Murphy  
Frank Vitale  
Stacey Wilson  
Marvin Woods

**Staff Present:**

Claudia Amrhein  
Marcia Fletcher  
Kelly Jurisch

Justin Markey, Roetzel & Andress  
Rebecca Schrader

Greg Springer  
Brian Trautman

**Board Members Not Present:**

Virginia Harris (2<sup>nd</sup> excused absence)

Karen Wise (1<sup>st</sup> excused absence)

**Guests Present:**

Iris Meltzer, Member of the Substance Abuse Advocacy Subcommittee of the Portage County Substance Abuse Coalition

**CALL TO ORDER**

President Dave Gynn called the September 22, 2022, PARTA Board of Trustees meeting to order at 6:58 p.m. and asked for a roll call. After roll call, it was determined that **a quorum was participating.**

Mr. Gynn then asked for a motion to approve the minutes from the August 25, 2022, Board meeting. **Mr. R. T. Mansfield** made a motion to accept the minutes as presented, which was seconded by **Ms. Karen Beck**. The **motion to approve the minutes, as presented, passed unanimously.**

**GUEST COMMUNICATIONS**

Mr. Gynn then introduced the guest in attendance tonight, Ms. Iris Meltzer.

Ms. Meltzer thanked everyone for the opportunity to speak this evening. She said she is a resident of the city of Kent and is representing the Substance Abuse Advocacy Subcommittee of the Portage County Substance Abuse Coalition. In the provision of health care throughout the county, one of the major barriers is the lack of transportation. While most people have their own vehicles or someone who can drive them, that's not always the case. In the past couple of months, NEOMED established a full-service medical clinic for children and adults offering a wide range of services to the residents of the county, including substance abuse treatment. A major difficulty is that people cannot get to that clinic. It's obviously located in Rootstown and those without their own transportation find that they are unable to make or keep appointments. Her simple plea is to think about where the medical facilities are in the county, apart from UH Portage, and how people can access them because if people can't access healthcare, then they are not being helped. She asked if there were any questions.

Mr. Frank Vitale asked how many people the clinic serviced monthly.

Ms. Meltzer said the clinic has only been up and running about six weeks so she didn't think that question could be answered yet. However, she would be more than happy to communicate with the clinic to try to get that information and provide it to the Board.

Mr. Gynn thanked Ms. Meltzer for bringing that to the Board's attention and said the Board doesn't plan the routes, but the staff does a really good job of it.

Mr. R. T. Mansfield said Ms. Meltzer is one of his oldest friends in Kent and they spoke about this earlier. He told her that, in the past, a module was added to the scheduling software that coordinated scheduling with medical providers on their end. He thought grant funding was received to establish the module with Trapeze. He hasn't heard anything about that program in the last few years and asked about its status.

Ms. Claudia Amrhein said *PARTA* doesn't have such a module. The short answer is it did not work. There are options for folks who don't live along a fixed route for regular service. Shared Dial-A-Ride service can be scheduled in advance to go from their home into Rootstown. There are also contracts with some agencies that could be helpful, such as Job & Family Services (JFS) for Non-Emergency Medical Transportation (NEMT) for those who are qualified. During the pandemic, *PARTA* couldn't get out and explain this service but that is starting to pick back up. She then asked Mr. Brian Trautman to comment.

Mr. Trautman asked for the days and hours of operation for the clinic.

Ms. Meltzer said she believes it's Monday through Friday, 8 a.m. to 5 p.m. or 8 a.m. to 4:30 p.m.

Mr. Trautman said almost all that time is covered by Dial-A-Ride service. It's first come, first served and everyone is eligible. *PARTA* would be glad to connect anyone with the training department to explain how to use that service. Ms. Kelly Jurisch runs the training department and travel training is done all the time.

Ms. Meltzer said she will contact the physician in charge of that clinic and suggest that they communicate with *PARTA* regarding Dial-A-Ride if they have not already done so. She had another meeting to go to and thanked the Board.

Mr. Trautman said *PARTA* would be glad to help if it could.

Mr. Gynn thanked Mr. Trautman and asked if there were any other questions or comments. Hearing none, he asked Ms. Amrhein if she had anything to add to the General Manager's report.

### **GENERAL MANAGER'S REPORT**

Ms. Amrhein said the last few months have been very busy with the fair, school starting, the software RFP that will be discussed in a little more detail tonight, the trolley launch, and several visits with elected officials. Summer flew by and fall is in full gear. Next month, many staff members will be attending the Ohio Public Transit Association (OPTA) conference in Columbus, which she has been involved in planning. She expressed her appreciation for everyone coming out and said she would be happy to answer any questions.

Hearing none, Mr. Gynn thanked Ms. Amrhein for all the work she does and then moved on to the committee reports.

### **ADMINISTRATION COMMITTEE REPORT**

Mr. Gynn said the Administration Committee did not have a need to meet.

**FINANCE COMMITTEE REPORT**

Mr. Gynn asked Mr. Mike Lewis to give the Finance Committee report.

Mr. Lewis thanked Mr. Gynn and said the Finance Committee met on September 20 and went over all the documentation provided by Ms. Rebecca Schrader. He then provided some of the highlights. He said KSU Revenues was a little behind because school just started. It's a straight-line budget and will start to catch up now that students are back. For Federal Capital Maintenance Assistance, drawdowns totaled \$767,815 through June. With interest rates increasing, people who are borrowing money are not happy right now. The monthly budget for Investment Income was about \$833. Last month it was \$23,160 so there's a benefit to the rates for PARTA. Expenses were all in line. There were some individuals who either cashed out vacation or personal time that caused Other Fringe Benefits to go up a little bit but overall, it was still in line. For the current period, there was a surplus of \$913,380, which was above the monthly budget by \$699,795. YTD Actual continued to be strong at \$1,903,623, which was a surplus of \$782,822 against budget. Some grant money went through for two buses and three LTVs, and the FTA approved the next phase of the Bus Storage Facility connecting buildings with a walkway. There was some excess money in the grant due to the cost of the foundation not being as much as projected so that now is being used for the walkway. He asked if there were any questions on PARTA's finances.

Hearing none, Mr. Lewis moved on to the Kent Central Gateway (KCG). He said it's a good month when revenues are all above what they should be, and expenses are below what they should be. For the current period, there was a surplus of \$15,806 with a monthly budget of \$9,581, which means it was above budget by \$6,225. YTD Actual was at \$108,412, which was \$96,112 over budget. The parking deck is being used more with the increased activity downtown. Coming out of COVID is reflected in the numbers for KCG. He asked if there were any questions.

Hearing none, Mr. Lewis reiterated what Mr. Gynn always says that the Finance Committee would love to have people at the meeting. He said the committee goes much more in depth with many more reports.

Mr. Gynn thanked Mr. Lewis, Mr. Jeff Childers, and Mr. Frank Vitale for participating in the meeting and said anybody was welcome to join the meeting.

**OPERATIONS COMMITTEE REPORT**

Moving on, Mr. Gynn said the Operations Committee did not meet.

**PERSONNEL COMMITTEE REPORT**

Mr. Gynn said the Personnel Committee will be scheduling a meeting later.

**OLD BUSINESS**

Mr. Gynn said he didn't believe there was any Old Business, so he moved on to New Business.

**NEW BUSINESS**

Mr. Gynn then asked Ms. Kelly Jurisch and Mr. Trautman to give the presentation on the software RFP.

Ms. Jurisch and Mr. Trautman then presented their PowerPoint on the software RFP, which is attached.

Following the presentation, Ms. Jurisch asked if there were any questions.

Mr. Mansfield asked if the radio system would be compatible with the Multi-Agency Radio Communication System (MARCS).

Mr. Trautman said it won't be compatible with MARCS. He looked at MARCS, but it would have been extremely expensive. Portage County EMA has a device that takes all the different frequencies (Randolph Fire Department, Streetsboro, etc.), filters it all into this device, and allows each one of them to talk to each other. PARTA's radio system would be compatible with the Portage County EMA's device.

Mr. Mansfield said that's critical in the event of a ferocious disaster.

Mr. Trautman agreed and said one of the other things that comes with AT&T is a mobile tower. If something happened at PARTA, like a tornado or something, or if there was a large event of any kind and a tower needed to be set up because the local tower got knocked down, they'd bring a mobile tower and set it up on site.

Mr. Vitale asked about training.

Mr. Trautman said training is part of the package and includes in-house, on-line, and on the job training. He and Ms. Jurisch thought it would be a good idea to have the new Planner and the Operations Manager participate in writing the spec. They were given a couple examples to work with and then once they were done putting together their spec, it was refined and then given to Ms. Schrader and her staff to insert all the federal clauses and format properly. It's been seen several times and is very comprehensive.

Mr. Vitale asked about single source responsibility if the subcontractor doesn't work out.

Mr. Trautman said the prime contractor is responsible and has the controlling responsibility.

Mr. Gynn asked for the timeline from when the contract is given until implementation and if dual systems would be running for a while.

Mr. Trautman said he wants a parallel pilot running with the current system, so he'll probably carve out about 10 vehicles in the fleet and put in a tandem or parallel system to run with the current system to ensure that no one is missed. There will be problems, as always, when implementing a new system, but this will at least allow for running a pilot and getting the infrastructure, connections, and portals squared away. Then the rest of the fleet will be migrated over. One of the things graded on as part of the proposal and the best and final offer process, is length of time to implement the new system. If a bidder indicates it's going to take three years, they're probably not going to get the bid but if they give a reasonable timeline to work with, then that would be considered when comparing the proposals. The proposals are good and similar in a lot of ways.

Mr. Vitale asked if the decision would be made based on price.

Mr. Trautman said when there are three or four solid proposers and a very wide spectrum between them on pricing, price will come into consideration, but it won't be the sole determining factor.

Mr. Jack Murphy asked what kind of new features a rider could expect to see.

Mr. Trautman said currently there is a customer facing app that is very clunky and doesn't work consistently well. It's not what would be expected from an app in 2022. The newer customer facing apps allow for scheduling to be done through them, viewing of maps, and some interaction. Fare collection is also a part of this proposal. The current Integrated Voice Response (IVR) system calls the rider the night before and five minutes before the bus is scheduled to arrive. The rider must answer the phone and push a button when the call is made the night before. The new system can send a text message and the ride can be canceled through the phone just by saying yes or no. That is not available now. "No shows" are probably one of the biggest costs now. A vehicle shows up and the rider doesn't take the ride without any prior notification to PARTA. That's a waste of gas, wasted trip, and waste of time. If more "no shows" can be eliminated with a simple app, that's a tremendous pick up.

Mr. Childers asked how much was expected to be saved and if it would be substantial.

Ms. Jurisch said it should be a nice number.

Mr. Trautman said it will be a substantial number. The cost of the new system will have to be compared with the offsets. The radio contract can be canceled, as well as the contracts with Trapeze and Enghouse. Offsets would include what was spent last year to replace MDTs and buying fare boxes. A fare box costs about \$18,000 to replace and all of them are at the end of their useful life. There is \$112,000 of grant money available. He can't say how much will be saved because he's still getting numbers in, like the cost of tablets and GPS lockboxes. The contract is for five years with five additional one-year extensions. It's potentially a 10-year deal. If it's a good deal, the contract will be extended. If it's not, the contract won't be extended, and this process will start all over again. He doesn't know what kind of deal AT&T will give or how much their data will be versus what *PARTA* is currently paying. All those things will come into play.

Ms. Stacey Wilson clarified that because it's cloud based, the full disaster recovery will be handled by the vendor.

Mr. Trautman said that is correct. As a matter of fact, a couple staff members will have most of this on their phones.

Hearing no further questions, Mr. Gynn thanked them for their presentation.

### **RESOLUTION**

Mr. Gynn said there was no resolution.

### **EXECUTIVE SESSION, as needed**

Mr. Gynn said there was no need for an Executive Session.

### **ADJOURNMENT**

Hearing nothing further, Mr. Gynn entertained a motion to adjourn. **Ms. Marge Bjerregaard** made a motion to adjourn the meeting, which was seconded by **Mr. Mike Lewis**. Mr. Gynn asked all in favor to say aye. He asked any opposed to say no. Hearing no opposition, the **motion to adjourn passed unanimously**.

Mr. Gynn asked Ms. Marge Bjerregaard and Ms. Karen Beck to meet with Ms. Jurisch to make sure that there was a convenient date for the Personnel Committee to meet.

The meeting adjourned at 7:33 p.m.

Respectfully submitted,



Marcia Fletcher  
Executive Assistant

**PARTA**  
**2000 Summit Road**  
**Kent, Ohio 44240**

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**GENERAL MANAGER'S REPORT**

**TO:** PARTA Board of Trustees 

**FROM:** Claudia B. Amrhein, General Manager

**DATE:** October 2022

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**Committee Meetings and Resolutions.** The October meeting agenda includes two (2) resolutions for board consideration. Resolution 2022-10-01 recommends the award of a contract to the vendor identified as offering the most responsive and responsible negotiated proposal to the transit software RFP, as further described below. Resolution 2022-10-02 requests authority to add one (1) additional CNG trolley bus to the order for four (4) trolleys placed earlier this year via Resolution 2022-01-01.

The finance committee will meet on **Tuesday October 25, at 11:30 a.m.** to review Resolution 2022-10-02 and September financial reports. Lunch will be provided.

The administration committee will meet on **Thursday, October 27, at 6:30 p.m.** to review Resolution 2022-10-01, the transit software contract award recommendation. As always, all board members are welcome to attend committee meetings.

**Presentation.** During the administration committee meeting and the October board meeting, we'll present an overview of the recommendation behind Resolution 2022-10-01 for the contract award in the **Transit Software RFP**. Please review the memo from Brian Trautman and Kelly Jurisch enclosed in this packet. It summarizes the selection process and the rationale behind the recommendation for awarding to the selected vendor.

**#2022-10-01 A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES AWARDING A CONTRACT TO FOXSTER OPCO, LLC DBA CTS SOFTWARE ("CTS"), THE MOST RESPONSIVE AND RESPONSIBLE PROPOSER FOR WEB BASED DEMAND-RESPONSE AND FIXED ROUTE SCHEDULING/DISPATCHING SOFTWARE FOR A TOTAL ONE-TIME PROJECT COST NOT TO EXCEED \$300,000, INCLUSIVE OF ONE-YEAR OF MAINTENANCE AND SUPPORT.**

**Adding Trolley Bus to Current TESCO Contract.** Resolution 2022-10-02 requests authority to add one (1) additional CNG trolley bus to the current order of four (4) authorized in January 2022 via Resolution 2022-01-01. The additional trolley will replace a transit bus scheduled for retirement and decrease a future transit bus order using grant funds and local dollars already secured. This will help us avoid replacing too many buses at the same time. The \$3,500,000 total project cost includes a price increase of 9.33% based on the *Producer Price Index for Truck and Bus Bodies* escalation percentage as of February 2022.

**#2022-10-02 A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES AUTHORIZING THE GENERAL MANAGER, OR HER DESIGNEE, TO PURCHASE ONE (1) ADDITIONAL CNG TROLLEY BUS, OPTIONAL EQUIPMENT, AND SPARE PARTS FROM TRANSPORTATION EQUIPMENT SALES CORPORATION (TESCO).**

**ODOT FY 2023 Grant Awards.** I am pleased to report that *PARTA* will receive \$324,000 OTP2 funding to support the purchase of computer software and hardware, replace equipment, and replace the roof over the administration wing of the building. In addition, through the 5310 program ODOT awarded \$380,645 for assistance for the purchase of replacement vehicles.

ODOT FY 2023 Competitive Project Funding		Award
<b>Ohio Transit Partnership Program (OTP2)</b>	<b>State Fiscal Year 2023</b>	<b>\$324,000</b>
Shop Equipment: 80% funding for replacement of 2 trucks & 1 support vehicle.		\$146,000
Computer hardware & software: approximately 62% funding to acquire new transit IT system.		\$90,000
Facility Rehabilitation: 80% funding for administration wing roof replacement.		\$88,000
<b>ODOT Specialized Transportation (5310)</b>	<b>State Fiscal Year 2023</b>	<b>\$380,646</b>
Assistance to purchase replacement LTV vehicles.		

**Service Reports. Ridership.** (*Coronavirus closures began March 2020*). *Ridership.* Total county fixed route and DART ridership decreased by 2.33% through September, as compared to September 2021 with total county service performing 176,606 trips as compared to 180,817 trips performed through September 2021.

County fixed route service has decreased by approximately 4.96% as compared to last year, with 143,053 trips completed through September as compared to 150,515 trips completed through September 2021.

DART service has increased by 10.73% through September as compared to September 2021, with 33,553 trips completed as compared to 30,302 trips completed through September 2021.

Overall ridership, including campus service, increased by 9.79%, with campus up by 19.55%. Total system ridership totaled 412,534 as compared to 375,752 through September 2021.

*On-Time Compliance. ADA Complementary Paratransit Service.* ADA on-time compliance was 93.10% in September as compared to 96.89% in August 2022. Of the 783 trips, 54 were performed late, with the latest running 70 minutes behind due to a passenger fall on the bus.

*General Public (non-ADA) DART.* On-time performance for general public, non-ADA trips decreased to 97% for September, as compared to 97.75% in August 2022.

*Parking Deck.* Parking deck usage continues an upward trend, with the number of cars increasing by 3% in September as compared to August. Cars totaled 9,749 in September as compared to 9,437 in August. Year-to-date totals reflect an increase of 23% through September as compared to September 2021.

**November and December Meetings & Events.** The proposed holiday meeting schedule and planned agenda items for the remaining meetings in 2022 are enclosed in this packet. At this time, we do not foresee a need to hold a board meeting in December. Please note that we will hold the annual **Veterans Day Ceremony on Friday, November 11, at 2:00 p.m.**

Thank you for your attention to these matters. If you have any questions prior to the Board meeting, please feel free to contact me by calling (330) 676-6315, or by e-mail at [Amrhein.c16@partaonline.org](mailto:Amrhein.c16@partaonline.org).



Portage Area Regional Transportation Authority  
2000 Summit Road • Kent, Ohio 44240

October 17, 2022

Dear Claudia,

As you know, PARTA put out an RFP on July 11, 2022, for new scheduling software.

This RFP comes after a long-term relationship with Trapeze/Tripspark and continuous frustrations over software, integrations, costs, and customer service.

The responses received on September 9, 2022, included the following vendors:

1. Tripspark
2. Ecolane
3. CTS
4. Optibus
5. Connexionz
6. Kavadiya
7. VIA

PARTA put the RFP out for a whole host of software, including scheduling for demand response and fixed route services, a passenger app, automatic vehicle locator (AVL), computer aided dispatch (CAD), interactive voice response (IVR), farebox and planning solutions. We were very happy with the responses we received. A team was created to review the proposals, including Amy Proseus, Andrea Stevens, Ashley Forbes, Brian Trautman, Kelly Jurisch and Kylie Calcei. The proposals were reviewed for responsiveness to the RFP, innovative solutions, collaboration, IT demands and planning abilities for future goals. We also completed a price comparison of the proposals and contacted references. The team met on September 23, 2022, to discuss and rate the proposals. The team selected CTS's proposal as the top proposer.

On October 5, 2022, our team met with CTS, Passio and Optibus to review and test their software and discuss their proposal. In CTS's proposal, CTS provides the demand response software solutions, Passio provides the fixed route solutions and Optibus provides the planning solution. These software platforms are currently working together at other entities and their focus is in integration on an open platform. This communication and integration on a cloud-based platform is a solution we are looking for. CTS will be the manager of the complete software solution, including Passio and Optibus, providing us with a sole source for resolution. In addition, other technologies were also bid in the proposals that we are able to add on at a later period of time that is more feasible for us, such as with mobile ticketing through ZED and Automatic Passenger Counters (APC).

Since October 5, 2022, we have received CTS's best and final offer (BAFO) and have selected CTS as the leader of the proposers. Based upon the BAFO, the one-time hardware and software total is \$144,127. The annual maintenance and support fees are \$99, 144. This represents an annual savings of over \$60,000 compared to our current expenses with Trapeze/Tripspark and Enghouse. To purchase this hardware and equipment, PARTA received a grant award from OTP2 in the amount of \$90,000 (their share).

**Administrative Offices**

(330) 678-7745

Fax (330) 676-6310

**Customer Service**

(330) 676-6701

**TTY (Hearing Impaired)**

(330) 676-5100

**Scheduling & Operations**

(330) 678-1287 or 1-877- RIDE RTA

Fax (330) 678-7751

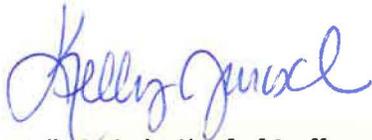
We are requesting that you take forward our recommendation to the PARTA Board of Trustees on October 27, 2022, to procure CTS as our new scheduling software provider. We are requesting a resolution not to exceed \$300,000 to procure all hardware, software, annual maintenance and support fees (total project costs). Our goal is to end our long-term relationship with Trapeze/Tripspark before the first quarter ends in 2023 and begin our new relationship with CTS through a pilot program for the remainder of this year, and into the first quarter of 2023.

If we can answer any questions for you regarding the software or the proposals, please let us know.

Sincerely,



Brian Trautman, Chief Operations Officer



Kelly Jurisch, Chief of Staff



## 2022 November and December Meeting & Event Schedule

The November and December meeting schedules adjust for the holidays. The November meeting will include agenda items necessary to prepare for the 2023 calendar year.

### November Schedule

- Finance Committee
  - Thursday, November 10, at 3 p.m. – Draft 2023 Budget Presentation
- Veterans Day Ceremony
  - Friday, November 11, at 2 p.m. – Kent Central Gateway
- Board of Trustees Meeting
  - Thursday, November 17, at 7 p.m.

### Planned Agenda Items

We expect to bring forward the following items during November:

- 2023 Budget Resolutions for *PARTA* and the Kent Central Gateway
- Annual resolutions to authorize large purchase items in 2023
- A resolution to adopt the updated Title VI program to accompany submission to FTA by December 1.

### December Schedule

- Finance Committee
  - Tuesday, December 13, at 11:30 a.m.
- Board of Trustees Meeting
  - No resolutions planned at this time. We can cancel the meeting if board so desires.



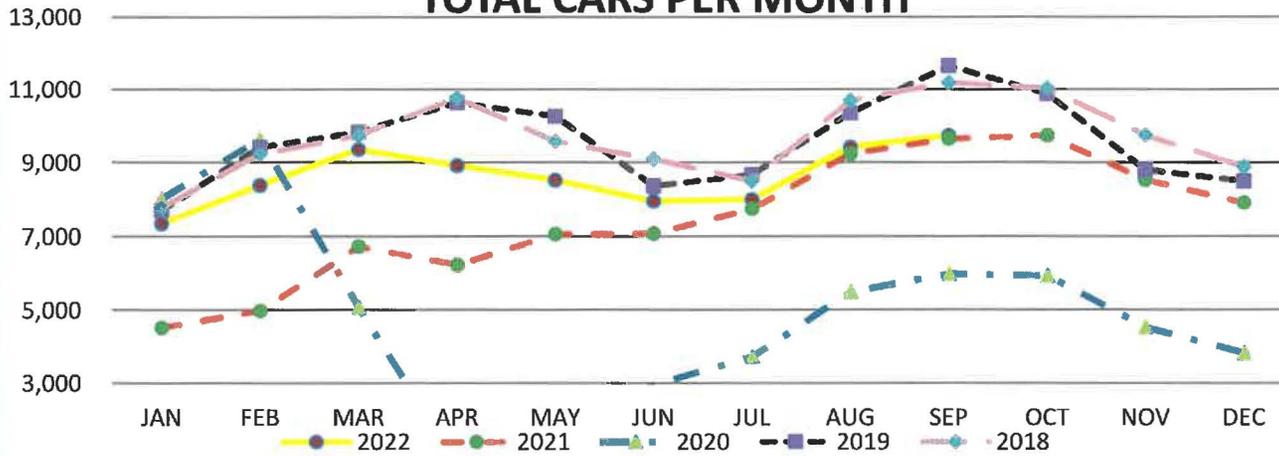
# KENT CENTRAL GATEWAY PARKING SUMMARY - September 2022

	6 Month Lookback					
	Monthly	Transient	Total	Cars/Day	Last	Last Year
Apr-22	4,296	4,627	8,923	297	-5%	43%
May-22	3,878	4,651	8,529	275	-4%	21%
Jun-22	3,057	4,910	7,967	266	-7%	12%
Jul-22	2,921	5,088	8,009	258	1%	3%
Aug-22	3,993	5,444	9,437	304	18%	2%
Sep-22	4,733	5,016	9,749	325	3%	1%

## Annual Comparison

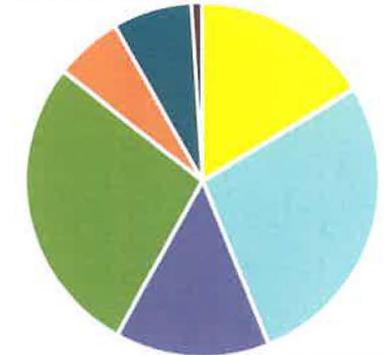
	2022	2021	2020
JAN	7,349	4,534	8,024
FEB	8,391	4,982	9,642
MAR	9,363	6,738	5,082
APR	8,923	6,249	785
MAY	8,529	7,067	1,535
JUN	7,967	7,084	2,961
JUL	8,009	7,762	3,730
AUG	9,437	9,248	5,502
SEP	9,749	9,665	5,996
OCT		9,749	5,938
NOV		8,538	4,538
DEC		7,919	3,828
<b>TOTAL</b>	<b>77,717</b>	<b>89,535</b>	<b>57,561</b>
	22.7%	55.5%	

## TOTAL CARS PER MONTH

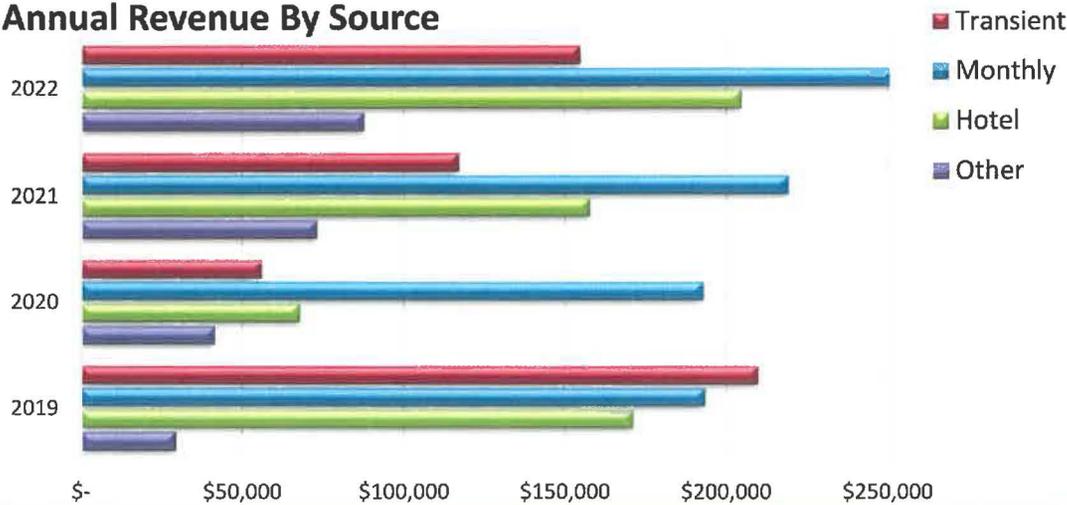


## # Rate Types Collected

- \$1.00
- \$2.00
- \$3.00
- \$4.00
- \$5.00
- \$6 - \$9
- \$10 - \$15
- >15

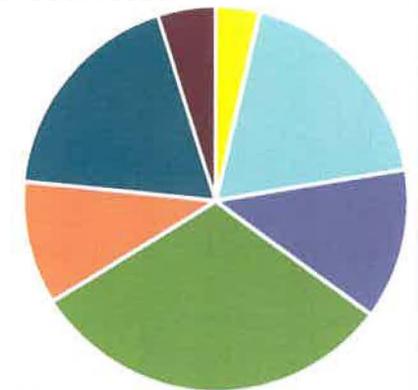


## Annual Revenue By Source



## \$ Rate Types Collected

- \$1.00
- \$2.00
- \$3.00
- \$4.00
- \$5.00
- \$6 - \$9
- \$10 - \$15
- >15



## RESOLUTION #2022-10-01

**A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES AWARDING A CONTRACT TO FOXSTER OPCO, LLC DBA CTS SOFTWARE (“CTS”), THE MOST RESPONSIVE AND RESPONSIBLE PROPOSER FOR WEB BASED DEMAND-RESPONSE AND FIXED ROUTE SCHEDULING/DISPATCHING SOFTWARE FOR A TOTAL ONE-TIME PROJECT COST NOT TO EXCEED \$300,000, INCLUSIVE OF ONE-YEAR OF MAINTENANCE AND SUPPORT.**

**WHEREAS, PARTA**'s Transit Development Plan (TDP) is a long-range planning exercise designed to guide PARTA during future years and is consistent with PARTA's mission; and

**WHEREAS,** the TDP developed in 2014 and updated in 2016 identified goals and strategies to enhance passenger mobility opportunities by building tools and programs to improve communication about transit services and improve ease of use for passengers, via the development of essential administrative, technology, and functional transit elements; and

**WHEREAS, PARTA** has acquired software systems, hardware, and programs consistent with TDP goals and relies upon a complex network of software for planning and changing routes, providing detours, and connecting vehicles with real time scheduling and dispatching; and

**WHEREAS, PARTA** issued a Request for Proposals (RFP) on July 11, 2022, for Web Based Demand-Response and Fixed Route Scheduling/Dispatching software with the ability to plan new routes, route changes, and map detours, including Automatic Vehicle Location (AVL)/Computer-Aided Dispatch (CAD) software that connects vehicles with real time scheduling and dispatching; and

**WHEREAS, PARTA** received and evaluated seven (7) proposals submitted by September 9, 2022, in accordance with the formal RFP and has determined that the proposal submitted by and negotiated with CTS represents the proposal that is most responsive, responsible, and the best value for PARTA; and

**WHEREAS, PARTA** now desires to enter into a contract for an initial five (5) years for Web Based Demand-Response and Fixed Route Scheduling/Dispatching software for a total one-time project cost not to exceed \$300,000, inclusive of one-year of maintenance and support; and

**WHEREAS, PARTA** will utilize Ohio Transit Partnership Program (OTP2) grant funding and local dollars consistent with PARTA's operating budget for the purchase of Web Based Demand-Response and Fixed Route Scheduling/Dispatching software.

**NOW, THEREFORE, LET IT BE RESOLVED** by the Portage Area Regional Transportation Authority (PARTA) Board of Trustees that:

1. A contract be awarded to CTS, THE MOST RESPONSIVE AND RESPONSIBLE PROPOSER for Web Based Demand-Response and Fixed Route Scheduling/Dispatching software inclusive of one-year of maintenance and support.
2. The General Manager, or her designee, be authorized to execute a contract for same.

## CERTIFICATION:

The undersigned duly qualified Board President, acting on behalf of the Portage Area Regional Transportation Authority (PARTA), certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board of Trustees held October 27, 2022.

\_\_\_\_\_  
Date

\_\_\_\_\_  
David Gynn, President  
Board of Trustees

\_\_\_\_\_  
Attested

**RESOLUTION #2022-10-02**

**A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES AUTHORIZING THE GENERAL MANAGER, OR HER DESIGNEE, TO PURCHASE ONE (1) ADDITIONAL CNG TROLLEY BUS, OPTIONAL EQUIPMENT, AND SPARE PARTS FROM TRANSPORTATION EQUIPMENT SALES CORPORATION (TESCO).**

**WHEREAS, PARTA identified a need to purchase trolley buses to replace buses that were beyond their useful life and were included in the Akron Metropolitan Area Transportation Study (AMATS) approved Transportation Improvement Program (TIP); and**

**WHEREAS, PARTA conducted a formal procurement (RFP #Low Floor 2021-01), in accordance with the procurement procedures, and awarded a contract to Transportation Equipment Sales Corporation (TESCO) for trolley buses in Resolution #2021-05-02; and**

**WHEREAS, PARTA identified a need to purchase four (4) CNG trolley buses consistent with PARTA's bus replacement schedule and vital to the continued efficient operation of PARTA, which was approved by the Board of Trustees in Resolution #2022-01-01; and**

**WHEREAS, PARTA has identified the need to purchase one (1) additional CNG trolley bus, which has been facilitated through a change order, with Diesel Emissions Reduction Grant (DERG) funds; and**

**WHEREAS, additional grant funds were awarded from the Ohio Department of Transportation (ODOT) through the Ohio Transit Partnership Program (OTP2); and**

**WHEREAS, PARTA will utilize local sales tax revenue as local match and to supplement the grant funding in the event unexpected contingent expenses arise.**

**NOW, THEREFORE, LET IT BE RESOLVED** by the Portage Area Regional Transportation Authority (PARTA) Board of Trustees that:

The General Manager, or her designee, is hereby authorized to purchase one (1) additional CNG trolley bus, optional equipment, and spare parts from Transportation Equipment Sales Corporation (TESCO), for the total cost of five (5) CNG trolley buses not to exceed \$3,500,000.

**CERTIFICATION:**

The undersigned duly qualified Board President, acting on behalf of the Portage Area Regional Transportation Authority (PARTA), certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board of Trustees held October 27, 2022.

\_\_\_\_\_  
Date

\_\_\_\_\_  
David Gynn, President  
Board of Trustees

\_\_\_\_\_  
Attested

## Ideastream Public Media Home

9-11 minutes : 12/29/2016

Chris Martin relies on the Greater Cleveland Regional Transit Authority to get around Cleveland. Some bus stops, like at West 25th Street and Monroe Avenue, have shelters where he is able to sit or stand away from the elements. At other stops, Martin isn't so lucky.

Martin is a member and chair of Clevelanders for Public Transit, a rider advocacy organization in Cleveland that advocates for effective and equitable public transportation. He doesn't own a car, and depending on the day, Martin's commute might involve waiting for a bus at an unsheltered bus stop.

Shelters are important, regardless of the season, he said.

"The fact that there is no shelter at a bus stop is a deterrent to people wanting to ride the bus," he said. "From the sun beating down on you on a hot summer day to a bitterly cold winter morning with snow blowing in the wind, shelter is absolutely crucial for the public transit riding experience."

Although bus shelters provide relief from the weather, adding a shelter to a bus stop isn't necessarily a simple process, said Kirt Conrad, executive director with the [Stark Area Regional Transit Authority](#). SARTA serves all of Stark County, and has 48 bus shelters across the 1,455 bus stops on its fixed routes.

"Putting a bus stop in ... is an investment and it takes some time to put in," Conrad said. "It's just not as easy as putting a bus stop up."

The bus shelters can cost anywhere between \$5,000 and \$10,000, Conrad said, and require permissions from the city or county officials, or from the individual who owns the land the bus stop is on.

### **Bus Stop Requirements**

Publicly funded, regional transit authorities are required to have a policy that governs which bus stops have shelters, said Joel Freilich, director of service management with the [Greater Cleveland Regional Transit Authority](#). The policy can be driven by number of people boarding a stop each day, permission to build a shelter on the property, or a combination of factors.

"Our policy ... states that the [GCRTA] seeks to provide shelter at a stop if 50 or more persons per day are expected to use that shelter, and if it's feasible to install," Freilich said. "So, you need both honor our policy."

Under this policy, a bus stop is considered feasible to install if the Greater Cleveland RTA is given permission by a municipality or property owner to install a shelter at a stop, and if the

shelter will physically fit at a stop without obstructing car or foot traffic.

Greater Cleveland RTA serves the Cuyahoga County region and has about 5,500 bus stops on its 41 routes. Of those bus stops, more than 1,000 are sheltered, Freilich said.

The process is similar for both [Akron Metro RTA](#), which serves Summit County, with more than 2,200 bus stops and 122 bus shelters along its fixed routes, and for SARTA.

SARTA typically considers adding bus shelters to stops with 10 to 20 people boarding per day, while the Akron Metro RTA tends to require 30 to 40 people per day.

Obviously, our resources are limited, so we're going to put them where we have the highest ridership," said Molly Becker, director of public relations and marketing with Akron Metro RTA. "We evaluate it, then we work with the municipalities, and then it could take six to eight months before we can actually get a shelter in there."

[PARTA](#) doesn't require a specific number of passengers boarding at a stop in order to consider building a shelter there, said PARTA Chief of Staff Kelly Jurisch.

Instead, each PARTA bus stop undergoes a ridership evaluation to determine if the stop is highly used, and if it's in an area that might benefit from a bus shelter.

"We require that it to be a stop that is highly used and not just a stop that sees a couple of people a day," she said. "When you look at the area, you want to look to see is this an area that somebody is just standing out in the open elements, or do they have some close protection as well?"

PARTA also evaluates the distance between sheltered bus stops, Jurisch said, to avoid having shelters too close together.

"We like to space out the shelters and not just have a bunch of shelters... in one area," she said. "We want to provide equal access for everybody if we can."

Bus shelters should be installed wherever feasible, regardless of the boarding requirement, said Chris Martin of Clevelanders for Public Transit. Transit agencies should also add other amenities to make the experience "easier and more enjoyable" for the rider, he said, like garbage cans, maps of bus routes and live timetables showing when the next bus will arrive.

Akron Metro RTA offers other amenities for riders of their transit system, including solar lighting, Wi-Fi on the buses and trash cans at the bus stops through a partnership with the city of Akron.

"We helped purchase the trash cans and then they [the city] help do the removal of the trash," Becker said.

By adding more shelters, Martin said transit agencies will increase the number of daily riders and limit the amount of single occupancy vehicles, like cars and trucks, that contribute to carbon emissions and climate change.

"Public transit is a key tool in the fight against climate change," Marin said. "Cleveland, as a likely climate refuge city, needs to be investing into its public transit infrastructure now so that we are as climate resilient as possible in the future."

The [Cuyahoga County Sustainability Plan](#) notes improved regional mobility as one of its seven key strategies for combatting climate change. The Department of Sustainability aims to “increase access to alternative methods of transportation for residents and visitors to Cuyahoga County to enhance air quality and the environmental health of the community,” according to the document.

Once a shelter at a stop is approved, transit agencies must take steps before the shelter can be placed at the stop, Becker said. This might include pouring cement if the stop is currently located on a plot of grass, hiring a contractor and building the shelter itself.

PARTA works with the city or property owner to get the necessary permits and permissions to build the shelter. They also develop an agreement for the costs of pouring the cement and funding the shelter, features like lighting, drainage and landscaping and shelter maintenance.

Both Akron Metro RTA and SARTA evaluate the number of bus shelters each year. SARTA aims to add about 10 new shelters to its stops on a yearly basis. Akron Metro replaces up to 10 shelters and adds an additional seven shelters each year.

“It takes a while once we identify a key area that needs to stop,” Becker said, “but then we’ll work with everybody that we need to get the shelter in place.”

### **Adding new bus shelters**

Riders can call their local transit agency to request a shelter at a bus stop, or submit the request on agency’s website.

Adding more bus shelters would encourage more residents to take the bus regardless of weather conditions, Martin said.

“No one likes standing out in the freezing cold or pouring rain ... because your bus stop doesn’t have a shelter,” Martin said. “So, to encourage ridership, [the] RTA should be proactively encouraging cities and private property owners to install bus shelters.”

Marvetta Rutherford, the lead spokesperson for Clevelanders for Public Transit said a bus stop with seating and shelter would be a welcome relief after a long day of work.

“Normally when I ride the bus, there is a walk associated to get to wherever I’m going or get back to the bus,” she said. “So, being able to sit down after working would make it a whole hell of a lot better.”

But, when it comes to adding shelter along Greater Cleveland RTA bus routes, Freilich said “the policy drives the process.”

“The policy has to be objectively applied,” he said. “We are required to be fair and equitable with the distribution of our money, which is why we stick to our policy when we are paying for the shelters.”

Municipalities, business owners and private property owners are able to request and fund a shelter at a stop located on their property through the Greater Cleveland RTA’s Shelter Community Investment Program. Through the program, the shelter can be added regardless of the number of daily boardings.

The funds paid to the agency go toward the maintenance of the shelter, Freilich said, including cleanings and repairs. The price ranges from about \$10,000 to \$22,000 depending on the size of the shelter and the amenities included.

“Some cities reach out directly to add shelters,” he said. “We’re always getting requests or identifying stops on our own. There’s never a year when we don’t add stops.”

When it comes to waiting outside at an unsheltered stop, Freilich said he recommends riders download apps to track when their bus will arrive, such as the [Transit with EZfare app](#) for Greater Cleveland RTA and Akron Metro RTA or the [Pinpoint myStop app](#) for SARTA.

“The transit that will help you know when your bus is coming,” he said. “Performance is pretty good. You probably won’t be standing there very long.”

Freilich also recommended dressing for the weather to ensure warmth and comfort at all stops on the transit line.

“As a transit rider, you know, you’re always starting as a pedestrian and you’re always ending as a pedestrian, ... and so you have to dress for the weather because you’re walking,” Freilich said. “So, whatever you did to prepare yourself for the walk to the bus stop should also keep you warm while you wait for the bus.”

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