

# SRTA

## SUSQUEHANNA REGIONAL TRANSPORTATION AUTHORITY

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**DATE:** March 27, 2025

**TIME:** 10:00 AM

**PLACE:** 901 N. Cameron St. Harrisburg  
A Zoom option will also be offered.  
Public may participate at Cameron Street or Zarfoss Drive Locations.

**PURPOSE:** March 2025 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 February 27, 2025 (Pages 3-5)
5. Communications
6. Treasurer's Report
7. Old Business
8. New Business

RESOLUTION 2512 – AWARD OF CONTRACT FOR EARLY DEMOLITION FOR HERR STREET AND GOODWILL PROPERTIES (Pages 6-8)

RESOLUTION 2513 – AUTHORIZATION TO AWARD CONSTRUCTION CONTRACTS FOR WEST MILTON FACILITY (replaces Resolution 2509) (Pages 9-10)

RESOLUTION 2514 – LOCAL TRANSPORTATION ORGANIZATION RESOLUTION CERTIFYING THE LOCAL MATCH FOR STATE OPERATING FINANCIAL ASSISTANCE (Pages 11-12)

Future Procurements (Page 13)

9. Staff Report
  - State Ethics Forms Completion. Due by May 1, 2025
10. Executive Session

11. Adjournment

**12. Act 44 Governance Meeting – immediately following board meeting**

**Next Meeting: Thursday, April 24, 2025 at 415 N. Zarfoss Dr. York, PA  
9:45AM for CPTA and 10:00am for SRTA Board Meetings**

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

**MINUTES OF SRTA BOARD MEETING**

February 27, 2025

Present were board members: Diane Bosak, Eric Bugaile, Jason Graves, Carrie Gray, Keith Martin, Ray Rosen, Kirk Stoner, Tom Wilson and LaToya Winfield Bellamy. Jill Nagy, Counsel, was also present.

Guests and Administrative Staff Members present included: Steve Baldwin, Rich Farr, Brian Gillette, Nicole Hansen, Bev Hockenberry, Liza Hoover, Jamie Leonard, Eric Maguire, Trevor Manahan, Jenna Reedy, Joseph Schneider, Bill Shaw, Rick Trout, Sherry Welsh, Jason Wolfgang.

CALL TO ORDER

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

CHANGES OR MODIFICATIONS TO THE AGENDA

There were no modifications to the Agenda.

PUBLIC COMMENT

There was no public comment.

APPROVAL OF MINUTES

Motion to approve the January 23, 2025 meeting minutes was raised by Ray Rosen, seconded by LaToya Winfield Bellamy, and passed unanimously.

COMMUNICATIONS

There was no Communications.

TREASURER'S REPORT

Steve Baldwin presented details on the January 2025 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 a 3% increase over last year.
  - Paratransit had a 6% increase over last year.
  - Commuter Express experienced a 3% increase from last year.
  - Microtransit's ridership was a 17% increase compared to the same time last year.
- REVENUE: December's Year-to-date Grant and Contract Income is below budget by \$1.7 million because less subsidy was required than the budget anticipated.

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- EXPENSES: Year-to-date Total Expense is \$165 thousand greater than budgeted, due to the recognition of the Union contract leave award provisions which occur on January 1. All employees except York Paratransit received their annual pay increases on January 1, 2025. The expense recognition will normalize over the remaining months of the fiscal year.
- Unfilled positions decreased by 6 to a total of 51 or 8%.
- RESERVES: The Authority had 167 days cash on hand at the end of January. Twenty-three (23) days of cash are in the process and expected to be received in the first week of March, when our forecast predicts that the Authority's goal of 180 days will be on hand.
- LINE OF CREDIT: There were no draws on the organization's line of credit.
- CAPITAL EXPENDITURES (over \$50,000):
  - There are no Capital Expenditures over \$50,000 this month

Keith Martin stated that part of his duties as Board Treasurer is that he reviews a report of all checks issued. Keith took note to an outstanding check in the amount of over \$600,000, to the Inner City Bus program. It was found to be a funding mechanism issue. There are procedures in place to locate anomalies such as this.

Motion to approve the Treasurer's Report was raised by Kirk Stoner, seconded by Ray Rosen and passed unanimously.

OLD BUSINESS

There was no old business.

NEW BUSINESS

RESOLUTION 2507 – AUTHORIZING AGREEMENT WITH CAMBRIA COUNTY TRANSIT  
AUTHORITY FOR MEDICAL ASSISTANCE TRANSPORTATION PROGRAM  
SERVICES

Motion to approve was raised by Ray Rosen seconded by Keith Martin and passed unanimously.

RESOLUTION 2508 – AWARDING CONTRACT FOR GEOGRAPHIC INFORMATION SYSTEMS  
(GIS) SOFTWARE

Motion to approve was raised by LaToya Winfield Bellamy seconded by Jason Graves and passed unanimously.

RESOLUTION 2509 – AWARDING WEST MILTON FACILITY CONSTRUCTION CONTRACT

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

RESOLUTION 2510 – AWARDING DIESEL FUEL CONTRACT

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

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RESOLUTION 2511 – AWARDING FACILITIES PLANNING SOFTWARE CONTRACT

Motion to approve was raised by Keith Martin seconded by Tom Wilson and passed unanimously

FUTURE PROCUREMENTS

The list of procurement projects was reviewed.

STAFF REPORT

Rich Farr presented the following staff updates:

- We are in the process of conducting a fare equity survey.
- The Maintenance Apprenticeship program is expected to begin in May 2025.
- The board retreat is scheduled for March 6, at the Hampton Inn, 4915 Ritter Rd, Mechanicsburg.
- Sherry Welsh, EEO Officer, presented an update of the EEO Plan and the progress toward its goals

ADJOURNMENT

The next scheduled Board of Directors meeting will take place on March 27, 2025 at 10:00 AM at 901 N. Cameron St. Harrisburg.

The meeting adjourned at 11:10AM.

Respectfully Submitted,

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Thomas Wilson  
Secretary

## **RESOLUTION NO. 2512**

### **AWARD OF CONTRACT FOR EARLY DEMOLITION FOR HERR STREET AND GOODWILL PROPERTIES**

WHEREAS, the Susquehanna Regional Transportation Authority (SRTA) has undertaken the development of the Capital Region Operations & Maintenance Facility and Transfer Center project; and,

WHEREAS, SRTA advertised and solicited competitive bids for Contract SRTA PA 2025-1.1GC for the Phase 1, Early Action Demolition Contract; and,

WHEREAS, on March 5, 2025, at 2:00 PM, a total of eight (8) bids were received, with one (1) bid deemed non-responsive and seven (7) bids deemed responsive; and,

WHEREAS, Johnson, Mirmiran & Thompson, Inc. (JMT), the project engineering consultant, has reviewed and analyzed all bid submissions and conducted a phone interview with the apparent low bidder; and,

WHEREAS, Neuber Environmental Services, Inc. submitted the lowest responsive bid in the amount of \$682,750.00, which is less than the independent cost estimate; and,

WHEREAS, based on JMT's analysis of Neuber Environmental Services, Inc.'s bid package, including review of bidder qualifications documentation, applicable project experience, all required forms, telephone interview, and submitted DBE commitment, JMT has found Neuber Environmental Services, Inc. to be a responsible bidder; and,

WHEREAS, the contract amount includes a total of \$100,000.00 in allowances, consisting of \$25,000.00 for Permits and Inspection Contingency and \$75,000.00 for Construction Contingency, the unused portion of which will be returned to SRTA in a final change order at the end of the project; and,

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Susquehanna Regional Transportation Authority that the SRTA Early Action Demolition Contract (Contract SRTA PA 2025-1.1GC) be awarded to Neuber Environmental Services, Inc. in the amount of \$682,750.00.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Executive Director is authorized to execute all necessary documents to effectuate this contract award and to take all necessary actions to implement the contract.

**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 March 27, 2025.

Attest:

\_\_\_\_\_  
Thomas Wilson

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

## RESOLUTION NO. 2512

### AWARD OF CONTRACT FOR EARLY DEMOLITION FOR HERR STREET AND GOODWILL PROPERTIES

#### FACT SHEET

On March 05, 2025, at 2:00PM, bids were received for one prime contract required for the Capital Region Operations & Maintenance Facility and Transfer Center – Phase 1, Early Action Demolition Contract. The following is a summary of the bids received along with JMT's analysis of the apparent low bidder bid package, follow-up documentation, and JMT's recommendation for award. In summary, a total of eight (8) bids were received. One (1) bid was deemed non-responsive, and seven (7) bids were deemed responsive.

#### Contract SRTA PA 2025-1.1GC – General Construction.

Bidder	Lump Sum Bid Price
Bowen & Kron	\$1,557,428.00
Dore & Associates, Inc.	Non-Responsive
F R Beinke Wrecking, Inc.	\$993,660.24
Green Demolition Contractors Inc.	\$1,088,800.00
JEM Group	\$1,508,512.00
LM Sessler Excavating & Wrecking	\$1,750,100.00
Manafort Brothers Incorporated	\$2,122,000.00
<b>Neuber Environmental Services, Inc.</b>	<b>\$682,750.00</b>

Neuber Environmental Services, Inc. is the apparent low bidder. JMT's analysis of Neuber Environmental Service's bid package found no administrative errors and therefore no reason to deem the bid package non-responsive. Subsequently, a phone interview was conducted with Neuber Environmental Services on 3/10/2025 by JMT and SRTA. Responses by Neuber Environmental Services to the questioning was positive.



## RESOLUTION 2513

### AUTHORIZATION TO AWARD CONSTRUCTION CONTRACTS FOR WEST MILTON FACILITY

WHEREAS, the Susquehanna Regional Transportation Authority (SRTA) and Pennsylvania Department of Transportation (PennDOT) have identified requirements for administrative space, driver facilities, and vehicle storage; and,

WHEREAS, Resolution 2513 replaces Resolution 2509 previously adopted at the Susquehanna Regional Transportation Authority (SRTA) board of directors meeting on February 27, 2025 and amends the bidder information and cost for electrical work; and,

WHEREAS, PennDOT provided assistance in identifying a suitable property and provided guidance on procurement, engineering support, and oversight of the Invitation for Bids (IFB) process, in compliance with all applicable Federal, Commonwealth, and local regulations; and,

WHEREAS, following the November 21, 2024 IFB advertisement, the least costly and most competitive bids were received on January 14, 2025 from:

- Gray Builders for general construction at a cost not to exceed Five Million, Nine Hundred Thirty-Four Thousand Dollars and Zero Cents (\$5,934,000.00)
- Westmoreland Electrical Services, LLC. for electrical work at a cost not to exceed Two Million, One Hundred Sixty-two Thousand Dollars, Seven Hundred, Fifty Dollars and Zero Cents (\$2,162,750.00)
- Master Mechanical Corporation for HVAC at a cost not to exceed Nine Hundred Ninety Thousand, Four Hundred Dollars and Zero Cents (\$990,400.00); and,

WHEREAS, after receiving no initial plumbing bids, a second solicitation yielded a qualified low bid on February 17, 2025 from Fred L. Burns, Inc. at a cost not to exceed Seven Hundred Forty Thousand Dollars and Zero Cents (\$740,000.00); and,

WHEREAS, Michael Baker International has reviewed and validated all bids and recommends contract awards to the aforementioned firms; and,

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors authorizes the award of construction contracts to the above-named contractors for the West Milton Facility, with total project costs not to exceed Nine Million, One Hundred Eighty-Nine Thousand, Nine Hundred Dollars and Zero Cents (\$9,189,900.00).

### 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 March 27, 2025.

Attest:

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Thomas Wilson  
Secretary

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Eric Bugaile  
Chairman

## RESOLUTION 2513

### AUTHORIZATION TO AWARD CONSTRUCTION CONTRACTS FOR WEST MILTON FACILITY

#### FACT SHEET

- Project advertised by Michael Baker Inc., construction manager, on Penn Bid
- Four (4) firms downloaded general construction plans, two (2) firms submitted responsive bids
- Two (2) firms downloaded the electrical construction plans, three (3) firms submitted responsive bids. The initial low bidder was found to omit two line items from their bid and provided unofficial pricing during the descope interview which was greater than the next low bidder.
- Two (2) firms downloaded the HVAC plans, one (1) firm submitted a responsive bid
  - Michael Baker, Inc. thoroughly reviewed the bid and determined that this was a reasonable cost
  - Michael Baker, Inc. performed a reference check and recommended accepting the bid
- During the rebid phase, (1) firm downloaded the plumbing construction plans during the rebid phase, two (2) firms submitted a responsive bid
- Successful Bid Totals

Activity	Contractor	Total Bid
General Trades	Gray Builders, LLC	\$ 5,934,000.00
HVAC	Master Mechanical Corp.	\$ 990,400.00
Plumbing	Fred L. Burns, Inc.	\$ 740,000.00
Electrical	Westmoreland Electrical Services, LLC	\$ 2,162,750.00
	Total Value	\$ 9,827,150.00

**RESOLUTION NO. 2514**

**LOCAL TRANSPORTATION ORGANIZATION RESOLUTION CERTIFYING THE LOCAL MATCH FOR STATE OPERATING FINANCIAL ASSISTANCE**

The Board of Directors of the Susquehanna Regional Transportation Authority resolves and certifies that the operating financial assistance of \$23,052,657 provided pursuant to 74 Pa.C.S. §1513 is needed in Fiscal Year 2025 – 2026 or in a subsequent fiscal year to help pay for projected operating expenses, including asset maintenance costs; and that these funds will be used for this purpose only, because these funds are ineligible to be used for asset, or capital improvements projects; and that any funds not used this Fiscal Year will be retained and used only for operating assistance in a subsequent fiscal year(s).

Further, the Board of Directors of the Susquehanna Regional Transportation Authority resolves and certifies that the required local matching funds of \$2,205,446 will be secured from local contributors no later than the end of Fiscal Year 2025 - 2026 to match the requested Section 1513 funds.

I, Eric Bugaile, Chairman of Board Directors of the Susquehanna Transportation Regional Authority do hereby certify that the foregoing is a true and correct copy of the Resolution adopted at a regular meeting of the Board of Directors of the Susquehanna Transportation Regional Authority held the 27<sup>th</sup> day of March 2025.

DATE: March 27, 2025

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

**ATTEST:**

Susquehanna Regional Transportation Authority

By: \_\_\_\_\_

Thomas Wilson, Secretary

\_\_\_\_\_  
March 27, 2025

**RESOLUTION NO. 2514**

**LOCAL TRANSPORTATION ORGANIZATION RESOLUTION CERTIFYING THE  
LOCAL MATCH FOR STATE OPERATING FINANCIAL ASSISTANCE  
FACT SHEET**

- Annual PA DOT resolution required to apply for state 1513 operating funds
- Local match requirement for Fiscal Year 2025-2026 is 5% more than Fiscal Year 2024-2025, as per Act 89 of 2013
- Fiscal Year 2025-2026 State 1513 allocation, at this time, is the same as Fiscal Year 2024-2025 allocation.
  - This allocation will be adjusted to include any increases after the passage of the state budget.
  - Should the Governor’s budget proposal be passed as presented, SRTA would receive \$23,606,809 or \$5,716,866 more (+24.2%)\*

	<b>FY2025-2026</b>	<b>FY2024-2025</b>
State 1513 Operating Allocation	\$23,052,657*	\$23,052,657
Local Matching Requirement	\$2,205,446	\$2,100,425

**Current and Future Procurement Project:**

Name	Type	Released	Questions Due	Bid/ Proposa Due	Contract Start	Value	Notes	Grant Number
20230313 - Systemwide Radio Upgrad	TBD					\$ 1,800,000.00	RFP Development	
20230517 - York Boardroom Tech Upgrad	TBD	11/21/2024	1/15/2025	2/4/2025	4/1/2025	TBD	In Process	
20231110 - Training Materi	TBD					TBD	Waiting on Project Manage	
20231113 - Safety Training Device	TBD					TBD	Waiting on Project Manage	
20240112 - W. Milton Facilit	IFB	11/5/2024	11/19/2024	12/13/2024	1/13/2025	\$ 9,189,900.00	Resolution This Meetir	TBD
20240320 - Remote Video Surveillanc	TBD					TBD	Waiting on Enginee	
20240326 - York Call Boxe	TBD					TBD	Waiting on Project Manage	
20240409 - Security Staffing	TBD					TBD	Waiting on Project Manage	
20240425 - Zarfoss Maintenance Heater	TBD					\$ 6,091.00	FACILITIES-2025-0104	PA-2017-003--100% Federal--
20240425 - Zarfoss Maintenance Heater	IFB					\$ 105,000.00	Waiting on Enginee	Scope change and rebic
20240620 - Statewide Bus Purchas	TBD					TBD	David Kilmer Developin	
20240624 - AI Purchase	TBD						Waiting on Project Manage	
20240624 - HTC Camera Additior	TBD					TBD	Waiting on Enginee	Funding?
20240626 - York-Adams Call Boxe	TBD						Waiting on Project Manage	
20240722 - MTS Security Repair							Waiting on Enginee	
20240801 - Zarfoss Shelvin							Waiting on Project Manage	
20240807 - Paperless MSDS Recori							Appalachia?	
20240807 - Maintenance Forklift Replacemen	RFP					\$ 200,000.00	In Process	
20240808 - Systemwide Lift Maintenance							RFP in developmen	
20240808- NorCo Lift Replacemen	IFB					\$ 89,000.00	Waiting on Enginee	Maintenance 2022-2023-1.
20240814 - NorCo Maintenance Storage							Waiting on Project Manage	
20240820 - Union Co Shelter Additi							Waiting on Project Manage	
20240823 - Zarfoss Paintin	IFB					\$ 148,000.00	In Process	
20240824 - Remote Generator Monitorin							RFP in developmen	
20240910 - System Wide Electrical Contracto	RFP						RFP in developmen	
20240620- Statewide Cutaway Purchasi	RFP	1/10/2025	1/31/2025	3/26/2025	5/1/2025	TBD		
20241023 - Adams Electrical Additior							Waiting on Project Manage	Maintenance 2022-2023-1 11.42.06
20241031 - Dauphin Gate Improvement:						\$ 40,000.00	Waiting on Project Manage	
20241120 - York Cleaning Suppor	Small Quote					\$ 6,646.00	Waiting on Project Manage	
20241120 - York Fuel Island Vacuum	Small Quote					\$ 1,211.00	Waiting on Project Manage	
20241216 - Surveillance - Access Contr						TBD		
20241218 - MTS Shaft Heaters	Micro Purchase					\$ 200.00	Waiting on Project Manage	thermostats
20241218 - MTS Shaft Heaters	Micro Purchase					\$ 1,607.98	FACILITIES-2025-0189	MTS Reimbursement
20250108 - HTC-Transfer Maintenance								Operating
20250108 - Dauphin-York Coffee Machin	Micro Purchase					\$ 9,408.99	FACILITIES-2025-0213	PTCA-23-24
20250115 - Microtransit Softwar								
20250115 - NorCo Tire Storage	Micro Purchase					\$ 2,274.00	NORTHUMBER-2025-0561	CPTA-23-24 #962E
20250131 - Avail-Modeshift Integratio	Sole Source					\$ 23,500.00	FACILITIES-2025-0183	CPTA-19-20 #567E
20250131 - Auditing Servic	RFP							
20250214 - King Street Stormwater Repai	IFB						In Process	
20250214 - Overhead Door Maintenance	IFB							
20250217 - Maintenance Tablet	Micro Purchase					\$ 8,070.22	York - 2025-1310	PA-CPTA-21-22-114-3
20250217 - Zarfoss Hose Ree	Micro Purchase					\$ 4,833.00	FACILITIES-2025-0196	CPTA-20-21-114-5
20250217 - Zarfoss Washer Electric	Micro Purchase					\$ 2,000.00		
20250224 - Zarfoss Furniture	Micro Purchase					\$ 2,087.00	FACILITIES-2025-0102	22-23 SRTA Office Furniture/Equip
20250225 - ERP Softwar	RFP							
20250303 - Call Center Softwar	Sole Source							
20250304 - NorCo Bulk Fluid	Micro Purchase							
20250305 - Dauphin Rugged Laptop	Micro Purchase					\$ 1,973.50	DAUPHIN-2025-0967	CCA-G-22-23-SRTA-00476
20250305 - Dauphin Bus Was	IFB					\$ 300,000.00		
20250305 - York Adams Dauphin Seat Cleanir	Small Quote					\$ 29,000.00		Operating
20250306 - Vehicle Inspection Servic	RFP							
20250318 - Dauphin Shelter Advertisir	RFP							Revenue
20250321 - MS Office Premiur								

Current Activity