

# SRTA

## SUSQUEHANNA REGIONAL TRANSPORTATION AUTHORITY

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**DATE:** November 20, 2025  
**TIME:** 10:00 AM  
**PLACE:** 901 N. Cameron St. Harrisburg  
A virtual option will also be offered.  
Public may participate at Cameron Street or Zarfoss Drive Locations.  
**PURPOSE:** November 2025 Board Meeting

### ORDER OF BUSINESS

1. Call to Order
2. Roll Call
3. Changes or Modifications to the Agenda
4. Public Comment: Accepted in Person or in Writing
5. Approval of Minutes
  - A. Meeting Minutes of October 30, 2025 (Pages 2-4)
6. Communications
  - CPTA Appointment for Thomas Wilson (Pages 5)
7. Treasurer's Report
8. Old Business
9. New Business
  - RESOLUTION 2539 - ESTABLISHING BOARD MEETING CALENDAR FOR 2026 (Page 6)
  - RESOLUTION 2540 - HONORING ANNIE STRITE FOR HER SERVICE TO THE AUTHORITY (Page 7)
  - RESOLUTION 2541 - APPROVAL AND AWARD OF PRIME CONTRACTS FOR THE SRTA CITY OF HARRISBURG PARKS MAINTENANCE FACILITY (Page 8-9)
  - RESOLUTION 2542 - AUTHORIZING ADDING ADDITIONAL FUNDS TO NEUBER ENVIRONMENTAL SERVICES, INC. CONTRACT (Page 10)
10. Future Procurements (Page 11)
11. Staff Report
12. Executive Session
13. Adjournment

**Next Meeting:** Thursday, December 18, 2025 at 415 N. Zarfoss Dr. York PA  
10:00AM – SRTA Board Meeting

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

**MINUTES OF SRTA BOARD MEETING**

October 30, 2025

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

Guests and Administrative Staff Members present included: Steve Baldwin, Rich Farr, Nicole Hansen, David Juba, Jamie Leonard, Trevor Manahan, Jenna Reedy, Joseph Schneider, Bill Shaw.

**CALL TO ORDER**

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

**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 September 25, 2025 meeting minutes was raised by Tom Wilson, seconded by Diane Bosak, and passed unanimously.

**PRESENTATION – ANNUAL AUDIT REPORT**

Tim Craft of RKL LLP presented the Fiscal Year 2025 Annual Audit. Audit results were clean and consistent across SRTA, CPTA, and CDH, with no findings and unmodified opinions. Key discussion points included:

- GASB 96 implementation related to subscription-based assets; the adjustment was noted but not material.
- GASB 101 and 102 standards were adopted without impact to SRTA's reporting.
- Federal expenditures exceeded \$22 million, requiring a Single Audit, which also received a clean opinion.
- Act 44 funding is now fully consolidated under SRTA as the single grantee.
- The Authority's total net position increased by approximately \$6.2 million,

primarily due to capital additions.

- Act 44 reserves increased from \$34.7 million to \$36.9 million.

Due to a federal government shutdown delaying release of updated Uniform Guidance, final issuance of the audit may extend to December. The Board discussed PennDOT's December 31 submission requirement and potential compliance steps should delays persist.

#### Resolution 2536 – Acceptance of Draft FY2025 Audit Report

Motion to approve was raised by Diane Bosak, seconded by Jason Graves, and passed unanimously. The Board directed that the Finance Committee conduct detailed review of future audits prior to full Board presentation.

#### TREASURER'S REPORT

Steve Baldwin presented details on the September 2025 Financial Statement and Statistical Notes. He highlighted:

- RIDERSHIP: Year-to-date system ridership improved, reducing the year-over-year deficit from 4% to 2.7%.
- EXPENSES & SUBSIDY: Operating subsidy expenditures were \$1.4 million less than budgeted due to lower-than-expected expenses.
- VACANCIES: Unfilled positions decreased by one to 49 (7% of total).
- RESERVES: SRTA continues to maintain its target of 180 days cash on hand.
- LINE OF CREDIT: No draws were made.
- CAPITAL EXPENDITURES (>\$50,000): Milton Facility Project – \$260,000; Harrisburg Demolition – \$244,000.

All preventive maintenance was completed on schedule. Fourth-quarter local match payments from Harrisburg and Dauphin County have been received.

Motion to approve the Treasurer's Report was raised by Tom Wilson, seconded by Jason Graves, and passed unanimously.

#### OLD BUSINESS

There was no old business.

#### NEW BUSINESS

##### Resolution 2537 – Acceptance of Act 44 Performance Review Action Plan

Motion to approve was raised by Jason Graves, seconded by Diane Bosak, and passed unanimously. Two of the four corrective action items have already been completed; the remaining items are targeted for closure in early 2026.

##### Resolution 2538 – Authorization to Enter Professional Services Agreement with O3 World LLC

Motion to approve was raised by Keith Martin, seconded by Jason Graves, and passed unanimously. The contract engages O3 World to assist with scoping and implementation oversight of an AI-assisted call center automation project.

#### FUTURE PROCUREMENTS

The list of planned procurements was reviewed.

#### STAFF REPORT

Rich Farr reported the following updates:

- SRTA received notification that the \$25 million RAISE Grant has advanced to the formal application phase.
- WellSpan Health provided a one-time \$16,500 contribution toward local match for Union and Snyder Counties. The Authority is continuing coordination with county commissioners to secure recurring local match participation.
- Demolition of Harrisburg properties is progressing, with capital project expenditures expected to increase in the coming month.

#### EXECUTIVE SESSION

The Board entered Executive Session to discuss a real estate and funding matter related to the Harrisburg Operations and Maintenance Facility. No formal action will be needed.

#### ADJOURNMENT

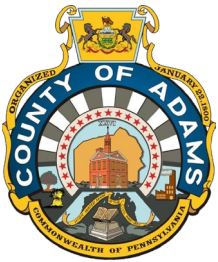
The next scheduled Board of Directors meeting will take place on November 20, 2025, at 10:00 a.m. in Harrisburg.

Motion to adjourn was raised by Diane Bosak, seconded by Tom Wilson, and passed unanimously. The meeting adjourned at 12:02 p.m.

Respectfully Submitted,

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Thomas Wilson  
Secretary



# Office of the Adams County Commissioners

117 Baltimore St., Room 201, Gettysburg, PA 17325-2391

PHONE (717) 337-9820 · FAX (717) 334-2091

Commissioners: Randy L. Phiel, James E. Martin, Marty Karsteter Qually

Chief Clerk: Paula V. Neiman | County Administrator: Steven A. Nevada

Solicitor: Molly R. Mudd, Esquire

August 15, 2025

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

RE: Central Pennsylvania Transportation Authority

Dear Mr. Farr:

The Adams County Commissioners during their scheduled public meeting held Wednesday, August 6, 2025, approved to reappoint Thomas Wilson to the Central Pennsylvania Transportation Authority (CPTA), effective September 1, 2025 through November 18, 2026.

If you have any questions or concerns do not hesitate to contact our office at 717-337-9820.

Sincerely,

ADAMS COUNTY COMMISSIONERS

*Paula V. Neiman*

Paula V. Neiman  
Chief Clerk

## RESOLUTION NO. 2539

### ESTABLISHING BOARD MEETING CALENDAR FOR 2026

WHEREAS, the Board Meeting Calendar of the Susquehanna Regional Transportation Authority must be established and published annually; and,

WHEREAS, the Board Committee Calendar of the Susquehanna Regional Transportation Authority will be published along with the established Board Meeting Calendar to avoid any conflicts with existing laws and requirements; and,

WHEREAS, SRTA is responsible for administrative support for the Cumberland-Dauphin-Harrisburg Transit Authority (CDHTA) and the Central Pennsylvania Transportation Authority (CPTA); and as such, SRTA will be setting the CDHTA and CPTA monthly meetings to be held at 9:45 am on the same dates at the SRTA board meetings; and,

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Susquehanna Regional Transportation Authority that they shall meet according to the following calendar with all Board meetings commencing at 10:00 a.m.

January 22, 2026* – Harrisburg	July 23, 2026 – Harrisburg
February 26, 2026 – York	August 27, 2026 – York
March 26, 2026 – Harrisburg	September 24, 2026 - Harrisburg
April 30, 2026**^ – York	October 29, 2026^ – York
May 28, 2026 – Harrisburg	November 19, 2026^^ – Harrisburg
June 25, 2026 – York	December 17, 2026^^ – York

### 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 November 20, 2025.

attest:

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

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

CDHTA and CPTA meetings will be advertised for 9:45 AM on the same dates as SRTA.

\*CDHTA Annual Meeting – 9:45 am,

\*\*CPTA Annual Meeting – 9:45 am

^Notes the meeting is on the fifth (5th) Thursday of the month

^^Notes the meeting is on the third (3<sup>rd</sup>) Thursday of the month

**RESOLUTION NO. 2540**  
**HONORING ANNIE STRITE FOR HER SERVICE TO THE AUTHORITY**

WHEREAS, Annie Strite, MH/IDD Administrator and MH Director, was appointed to the Board of the Central Pennsylvania Transportation Authority (CPTA) in October 2018, bringing to the Authority her extensive experience in human services, her deep understanding of community needs, and her unwavering commitment to improving quality of life across the region; and,

WHEREAS, Annie's leadership, professionalism, and collaborative approach strengthened the Authority's mission of providing equitable and reliable public transportation, and her key role in the creation and formation of the Susquehanna Regional Transportation Authority helped establish a strong foundation for the future of regional mobility in Central Pennsylvania; and,

WHEREAS, Annie's background in human services, thoughtful leadership, and steadfast commitment to public service brought invaluable perspective to aligning transportation policy with broader community needs, strengthening the Authority's governance and strategic direction; and,

WHEREAS, The Board of Directors wishes to express its sincere appreciation for her years of dedicated service and lasting impact on the region's transportation system;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Susquehanna Regional Transportation Authority that it formally acknowledges and commends Annie Strite for her outstanding service, leadership, and contributions to the Authority, recognizing that her expertise and advocacy have helped strengthen mobility and accessibility for the communities we serve.

**CERTIFICATION OF OFFICERS**

**OF**

**THE SUSQUEHANNA REGIONAL TRANSPORTATION AUTHORITY**

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Attest: \_\_\_\_\_

Thomas Wilson, Secretary

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

## **RESOLUTION NO. 2541**

### **APPROVAL AND AWARD OF PRIME CONTRACTS FOR THE SRTA CITY OF HARRISBURG PARKS MAINTENANCE FACILITY**

WHEREAS, the Susquehanna Regional Transportation Authority (SRTA) is undertaking the construction of the SRTA City of Harrisburg Parks Maintenance Facility ("Project"); and,

WHEREAS, on November 5, 2025, SRTA received and publicly opened bids for four prime contracts related to the Project: General Construction (SRTA PA 2025-2.1GC), Mechanical Construction (SRTA PA 2025-2.2MC), Electrical Construction (SRTA PA 2025-2.3EC), and Plumbing Construction (SRTA PA 2025-2.4PC); and,

WHEREAS, Johnson, Mirmiran & Thompson, Inc. ("JMT"), serving as SRTA's construction management consultant, reviewed all bids received, conducted follow-up evaluations of bidder qualifications, and interviewed the apparent low bidders for each prime contract; and,

WHEREAS, for Contract SRTA PA 2025-2.1GC – General Construction, JMT determined that Keystruct Construction submitted the lowest responsible bid and recommends award of the General Construction contract in the lump sum amount of \$4,752,000; and,

WHEREAS, for Contract SRTA PA 2025-2.2MC – Mechanical Construction, JMT determined that Shannon A. Smith, Inc. submitted the lowest responsible bid and recommends award of the Mechanical Construction contract in the lump sum amount of \$871,200; and,

WHEREAS, for Contract SRTA PA 2025-2.3EC – Electrical Construction, JMT determined that the apparent low bidder, KCS Electric, lacked sufficient bonding capacity and relevant project experience and, after consultation with SRTA's Executive Director and legal counsel, was disqualified from consideration; and JMT further recommends award of the Electrical Construction contract to MidState Mechanical & Electrical, LLC in the lump sum amount of \$1,280,000; and,

WHEREAS, for Contract SRTA PA 2025-2.4PC – Plumbing Construction, JMT determined that Vision Mechanical submitted the lowest responsible bid and recommends award of the Plumbing Construction contract in the lump sum amount of \$756,000; and,

WHEREAS, acceptance of all four recommended contract awards results in a total construction cost for the Project of \$7,659,200; and,

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Susquehanna Regional Transportation Authority hereby approves and awards the following prime contracts for the SRTA City of Harrisburg Parks Maintenance Facility:

1. SRTA PA 2025-2.1GC – General Construction

Keystruct Construction – \$4,752,000



2. SRTA PA 2025-2.2MC – Mechanical Construction

Shannon A. Smith, Inc. – \$871,200

3. SRTA PA 2025-2.3EC – Electrical Construction

MidState Mechanical & Electrical, LLC – \$1,280,000

4. SRTA PA 2025-2.4PC – Plumbing Construction

Vision Mechanical – \$756,000

BE IT FURTHER RESOLVED, that the Harrisburg City Intergovernmental Agreement must be fully executed prior to SRTA executing any construction contracts; and,

BE IT FURTHER RESOLVED, that the Executive Director is authorized to execute all necessary contracts, notices of award, notices to proceed, change orders within approved budget limits, and all related project documentation consistent with SRTA policies and funding requirements.

**CERTIFICATION OF OFFICERS**

**OF**

**SUSQUEHANNA REGIONAL TRANSPORTATION AUTHORITY**

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attest: \_\_\_\_\_

Thomas Wilson  
Secretary

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

**RESOLUTION NO. 2542**

**AUTHORIZING ADDING ADDITIONAL FUNDS TO NEUBER  
ENVIRONMENTAL SERVICES, INC. CONTRACT**

WHEREAS, Resolution No. 2512 awarded Contract SRTA PA 2025-1.1GC to Neuber Environmental Services, Inc. in the amount of \$682,750.00; and,

WHEREAS, during demolition, three (3) underground storage tanks (USTs) and one (1) above-ground storage tank (AST) not shown on contract drawings were identified at the Herr and Goodwill properties, requiring removal under PA DEP regulations; and,

WHEREAS, the work included tank registration, closure reporting, soil sampling, waste disposal, backfilling, and BrightFields environmental oversight, including disposal of 98.72 tons of gasoline-impacted solids and fuel/water recovery; and,

WHEREAS, JMT reviewed Neuber's proposal, prepared an Independent Cost Estimate, and SRTA staff recommends an increase of \$86,207.60 to address Change Order #01, and

WHEREAS, Four (4) additional unanticipated USTs were discovered at the Herr property, requiring removal, soil analysis, waste disposal, backfilling, and BrightFields oversight; and,

WHEREAS, JMT reviewed Neuber's proposal, prepared an Independent Cost Estimate, and SRTA staff recommends an increase of \$80,175.55 to address Change Order #04; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors approves revises the total contract amount for Contract SRTA PA 2025-1.1GC to \$849,133.15 to address Change Order #01 (\$86,207.60) and Change Order #04 (\$80,175.55); and,

BE IT FURTHER RESOLVED that the Executive Director is authorized to execute all necessary documents and actions related to these change orders.

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

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attest: \_\_\_\_\_

Thomas Wilson  
Secretary

\_\_\_\_\_

Eric Bugaile  
Chairman

## Current and Future Procurement Projects

Current Activity

Name	Type	Released	Questions Due	Bid/ Proposal Due	Contract Start	Value	Notes	Grant Number
20230313 - Systemwide Radio Upgrade	RFP	3/5/2025	4/7/2025	11/11/2025	1/1/2025	\$ 1,800,000.00	In Process	
20231110 - Training Material	TBD					TBD	Waiting on Project Manager	
20231113 - Safety Training Devices	TBD					TBD	Waiting on Project Manager	
20240409 - Security Staffing	TBD					TBD	Waiting on Project Manager	
20240620 - Statewide Bus Purchase	TBD	10/30/2025	11/19/2025	12/17/2025	3/2/2025	TBD		
20240808 - NorCo Lift Replacement	IFB					\$ 89,000.00	Waiting on Engineer	Maintenance 2022-2023-1.
20240814 - NorCo Maintenance Storage								Funding?
20240823 - Zarfoss Painting	IFB					\$ 148,000.00	In Process	Funding?
20240824 - Remote Generator Monitoring							RFP in development	Funding?
20240910 - System Wide Electrical Contractor	RFP						RFP in development	
20250214 - King Street Stormwater Repair	IFB	3/28/2025	5/2/2025	5/12/2024	6/2/2025	\$ 14,000.00	In Process	Funding?
20250214 - Overhead Door Maintenance	IFB	9/9/2025	9/29/2025	10/8/2025	11/1/2025	\$ 80,000.00	In Process	Operating
20250225 - ERP Software	RFP	6/17/2025	7/7/2025	8/11/2025	3/1/2025	\$ 2,376,195.00	In Process Demonstration Phase	
20250415 - System Wide Security System Upgrades	RFP							Funding?
20250617 - Admin Vehicle Replacement	Contract							Funding?
20250617 - Service Trucks	Contract							Funding?
20250630 - Call Center AI	RFP					TBD		
20250715 - Janitorial Supply	TBD					\$ 165,000.00	Waiting on Project Manager	Operating
20250729 - Pension Fund Replacement	RFP					\$ 63,000.00	Delayed Until November	Operating
20251015 - Fuel Management Support							Waiting on Project Manager	
20251017 - LVT Floor Scrubber							In Process	
Task Order 19 - Shelter Study	Task Order						In Process	Funding?
20251107 - Zarfoss Copier	COSTARS					\$ 13,000.00	In Process	CPTA 23-24 #9632
20251030 - Customer Service Computers	COSTARS					\$ 32,900.00	In Process	25-26 dotGrants #d202508

In Process Total     \$     4,781,095.00