



**MAY 24, 2017**  
**BOARD OF TRUSTEES MEETING**  
**W. G. PORTER BOARDROOM, 33 N. HIGH STREET**

**MINUTES**

1. **CALL TO ORDER**

Chair, Jean Carter Ryan, called the meeting to order at 8:05 a.m.

2. **ROLL CALL**

**BOARD MEMBERS PRESENT**

Jean Carter Ryan, Chair  
Trudy Bartley  
Donald Leach  
David Norstrom  
Gina Ormond  
Letty Schamp  
Amy Schmittauer  
Craig Treneff

**BOARD MEMBERS ABSENT**

Philip Honsey  
Amy Schmittauer  
Richard Zitzke

3. **OATH OF OFFICE – GINA ORMOND**

Gina Ormond was administered the Oath of Office. She was reappointed to another three-year term by the City of Columbus.

4. **APPROVAL OF THE MAY 24, 2017 BOARD OF TRUSTEES MEETING AGENDA**

Treneff motioned to approve the May 24, 2017 Board of Trustees meeting agenda. Leach seconded the motion. Motion passed.

5. **APPROVAL OF THE APRIL 24, 2017 SPECIAL OPERATIONS COMMITTEE MEETING MINUTES**

Leach motioned to approve the April 24, 2017 Special Operations Committee meeting minutes. Norstrom seconded the motion. Motion passed.

6. **APPROVAL OF THE APRIL 26, 2017 ANNUAL BOARD OF TRUSTEES MEETING MINUTES**

Leach motioned to approve the April 26, 2017 Annual Board of Trustees meeting minutes. Norstrom seconded the motion. Motion passed.

7. **APPROVAL OF THE APRIL 26, 2017 REGULAR BOARD OF TRUSTEES MEETING MINUTES**

Treneff motioned to approve the April 26, 2017 Regular Board of Trustees meeting minutes. Schamp seconded the motion. Motion passed.

8. COMMENTS OR STATEMENTS FROM THE AUDIENCE

Eva Crawley, COTA rider, customer and public transportation advocate, spoke about her concerns regarding safety that have arisen from the Transit System Redesign.

9. PRESIDENT'S REPORT

President Curtis Stitt gave the President's Report. He presented a resolution commending longtime Board of Trustees member Harry Proctor on eleven years of leadership and insightful guidance that has helped to move the Authority forward.

10. COMMITTEES:

A. FINANCE COMMITTEE - CRAIG TRENEFF, CHAIR

Jeff Vosler, Vice President of Finance/CFO, gave the financial report.

B. MARKETING/COMMUNICATIONS COMMITTEE – AMY SCHMITTAUR, CHAIR

Marty Stutz, Vice President of Communications, Marketing & Customer Service, gave a report on the May 10 Communications & Marketing Committee meeting. The committee discussed plans to formulate strategies to increase ridership in the future.

C. PLANNING COMMITTEE – PHILIP HONSEY, CHAIR

Mike Bradley, Vice President of Planning & Service Development, gave an update on the May 10 Planning Committee meeting. The committee received updates on the TSR, CMAX BRT and NextGen. He also addressed the safety concerns expressed by a customer regarding the TSR.

Josh Sikich, Transit System Redesign Project Manager, gave an update on the May 1 launch and progress of the TSR project.

D. TECHNOLOGY COMMITTEE – GINA ORMOND, CHAIR

Gina Ormond, Chair of the Technology Committee, gave a report on the May 17 Committee meeting. The Committee discussed Wi-Fi availability on buses, the COTA.com redesign, a draft of a Technology Strategic Plan, and a resolution that was brought before the Board at today's meeting.

RESOLUTION 2017-49 - AUTHORIZING THE RESCISSION OF RESOLUTION 2017-06 AUTHORIZING A CONTRACT WITH TRAPEZE SOFTWARE GROUP, INC. FOR THE PURCHASE AND INSTALLATION OF PASS-RANGER DIRECTIONAL UNITS IN THE MOBILITY SERVICES FLEET

This resolution authorizes COTA to rescind the contract to Trapeze Software Group, Inc. for the purchase and installation of PASS-Ranger directional units for the Mobility Services fleet, and to solicit proposals for the purchase and installation of directional units for the Mobility Services fleet to ensure the Authority procures the newest and best solution at a competitive price.

Schmittauer motioned to approve this resolution. Norstrom seconded the motion. Motion passed.

11. CONSENT AGENDA

Jean Carter Ryan presented the consent agenda. Trustee Dave Norstrom asked that Resolutions 2017-51, 2017-52, 2017-53, and 2017-54 be removed from the consent agenda.

NEW CONSENT AGENDA:

RESOLUTION 2017-50 - AUTHORIZATION TO ADOPT A TAX BUDGET FOR THE FISCAL YEAR ENDING DECEMBER 31, 2018 AND TO SUBMIT THE 2017 TAX BUDGET TO THE FRANKLIN COUNTY AUDITOR

RESOLUTION 2017-55 - AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH GUTKNECHT CONSTRUCTION COMPANY FOR THE CONSTRUCTION OF THE NORTHLAND TRANSIT CENTER

RESOLUTION 2017-56 - AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH COMPLETE GENERAL CONSTRUCTION COMPANY FOR RIGHT-OF-WAY WORK FOR THE CLEVELAND AVENUE BUS RAPID TRANSIT (BRT) PROJECT

RESOLUTION 2017-57 - AUTHORIZING A CONTRACT WITH WORKSTEPS, INC. FOR POST-OFFER/PRE-PLACEMENT, FIT-FOR-DUTY PHYSICAL CAPABILITY TESTING SERVICES

Treneff motioned to approve these resolutions. Schamp seconded the motion. Leach abstained on 2017-55. Motion passed

REMOVED FROM THE CONSENT AGENDA:

RESOLUTION 2017-51 - AUTHORIZING A CONTRACT WITH THE GOODYEAR TIRE AND RUBBER COMPANY FOR TIRE LEASING AND TIRE SERVICES

COTA leases tires that are used on its revenue service buses. The current contract for tire leasing and tire services for COTA's fixed-route fleet expires June 30, 2017. COTA desires to enter into a new contract with The Goodyear Tire and Rubber Company to ensure there is no interruption in our bus service. The new contract with Goodyear shall be for the period commencing July 1, 2017 and expiring June 30, 2022 for a total expenditure not to exceed \$4,794,696.45.

Norstrom motioned to approve this resolution. Leach seconded the motion. Motion passed.

RESOLUTION 2017-52 - AUTHORIZING A CONTRACT WITH GILLIG LLC FOR THE PURCHASE OF MISCELLANEOUS PARTS FOR TRANSIT COACHES

These parts are used for the maintenance and in-house repair of all the Authority's transit coaches. This contract would ensure required stocks of materials for timely repair of these revenue service coaches. A request for bids was published March 29, 2017 and the bid opening was held April 27, 2017 for a contract to commence June 1, 2017 and expire May 31, 2018. Each of the ninety-one (91) line items was considered a separate bid and contracts shall be awarded accordingly. This shall be a requirements contract with Gillig, LLC for forty-eight (48) line items for a total expenditure not to exceed \$141,634.94.

Norstrom motioned to approve these resolutions. Treneff seconded the motion. Motion passed.

**RESOLUTION 2017-53 - AUTHORIZING A CONTRACT WITH BINDERY AND SPECIALTIES PRESSWORKS, INC. FOR THE PURCHASE OF TIMETABLE PRINTING SERVICES**

This resolution authorizes COTA to enter into a contract with Bindery and Specialties Pressworks, Inc. for the printing of COTA timetables for the period beginning July 1, 2017 and expiring June 30, 2018, with an option to renew for two (2) additional one (1) year terms. This contract includes the printing of timetables for all lines in COTA's system as needed for the one year contract term. The contract value shall be for a total not to exceed \$200,000.

Norstrom motioned to approve this resolution. Leach seconded the motion. Motion passed.

**RESOLUTION 2017-54 - AUTHORIZING EXPENDITURES FOR THE CONTRACT WITH ADVANCE PRINTING AND GRAPHICS FOR MISCELLANEOUS QUICK PRINT SERVICES**

Printing requirements, primarily those associated with the Transit System Redesign (TSR) project, have exceeded the original projections for this contract and additional expenditures in the amount of \$35,000 are required to meet the anticipated requirements for the period through August 31, 2017, which will bring the contract value to a total not to exceed \$135,000.

Norstrom motioned to approve this resolution. Treneff seconded the motion. Motion passed

12. **OTHER BUSINESS**

No other business came before the Board.

13. **MEETING CALENDAR**

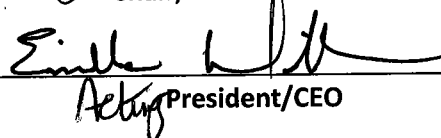
The June meeting schedule was reviewed.

14. **ADJOURNMENT**

The meeting adjourned at 9:30 a.m.

Adopted:                     June 28, 2017                    

Signed:   
Chair, Board of Trustees

Attest:   
Acting President/CEO