



SORTA/Metro
Board Meeting
July 22, 2025
9:00 am-10:00 am Eastern Time

SORTA BOARD OF TRUSTEES MEETING

TUESDAY, JULY 22nd, 2025 – 9:00 A.M.

SORTA BOARD ROOM 6th FLOOR

525 VINE STREET,

CINCINNATI, OHIO, 45202

General Items:

Call to order

Pledge of Allegiance

Hearings from citizens

CEO Star Award: Delmaro Dowell

Chair Update

Action Item:

- 1 Approval of Board Minutes June 24th, 2025

Finance Committee (Chelsea Clark)

Planning & Operations Committee (Blake Ethridge)

Procurement Consent Agenda:

- 2 Proposed Resolution: Contract Modification to 54-2019 Medical Exam Services (Adriene Hairston)
 - 2.1 Action Item:
- 3 Proposed Resolution: Contract Modification to 33-2022 Trapeze Scheduling Software (Patrick Giblin)
 - 3.1 Action Item:
- 4 Proposed Resolution: Contract Modification to 126-2023 Fleetwatch Upgrade (Jeff Mundstock)
 - 4.1 Action Item:
- 5 Proposed Resolution: Contract Modification for 199-2023 Temporary Labor Services (Adriene Hairston)
 - 5.1 Action Item:
- 6 Proposed Resolution: Contract Award for 066-2025 Diesel Exhaust Fluid (Jeff Mundstock)
 - 6.1 Action Item:
- 7 Proposed Resolution: Contract Award for 078-2025 Northside Transit Center Information Monitors (Pat Giblin)

7.1 Action Item:

Paratransit Committee (Neil Kelly)

Briefing Items:

- 8 Financial Results for June 30th, 2025 (Tim Walker)
- 9 Progress and Priorities (Andy Aiello)
- 10 2025 Strategic Plan Update Process (Blake Ethridge/Sara Sheets)
- 11 New Business

Other Items:

Adjournment

The next regular meeting of the SORTA Board of Trustees is scheduled for

Tuesday, August 26th, 2025, at 6:00 p.m.

CEO STAR Award

Presented to Queensgate Operator **Delmaro Dowell**.

When Metro dispatch sent out a fleetwide message regarding a critical missing man with Alzheimer's, Delmaro not only recognized the individual while operating the Rt. 16, he took decisive action to keep him safe on his bus while immediately contacting authorities so this vulnerable man could be safely reunited with the appropriate care. His thoughtful and caring response averted a potentially tragic outcome.



Delmaro Dowell

SORTA BOARD OF TRUSTEES
SOUTHWEST OHIO REGIONAL TRANSIT AUTHORITY
SORTA/METRO AT HUNTINGTON CENTER
SORTA BOARD ROOM-6th FLOOR
525 VINE STREET, CINCINNATI OHIO 45202

MINUTES OF: Regular Meeting of the SORTA Board of Trustees

DATE: Tuesday, June 24th 2025, 6:00 p.m.

BOARD MEMBERS PRESENT: Tianay Amat, Tony Brice, Blake Ethridge, Kala Gibson, Neil Kelly, Pete Metz, Sara Sheets, Greg Simpson and KZ Smith

BOARD MEMBERS ABSENT: Jay Bedi, Chelsea Clark, Dan Driehaus, Trent Emeneker, Briana Moss and Sonja Taylor

STAFF MEMBERS: Andy Aiello, Adriene Hairston, Brandy Jones, Natalie Krusling, John Ravasio, Tony Russo, Bill Spraul and Tim Walker

LEGAL COUNSEL: Tony Osterlund and Kim Schaefer (Vorys, Sater, Seymour and Pease LLP)

GUEST/PUBLIC
PRESENT: Barbara Rhoades (OTRP)

CALL TO ORDER

Mr. Ethridge SORTA Board Chair, called the meeting to order.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

HEARING FROM CITIZENS

N/A

CHAIRMAN UPDATE

Blake spoke about the recent employee safety awards luncheon and the recent appointment of Andy Aiello as CEO/General Manager.

MEETING MINUTES

Mr. Ethridge made a motion that the minutes from the May 27th, 2025, board meeting be approved as previously mailed and Ms. Sheets seconded the motion.

By voice vote, the SORTA Board approved the minutes.

PROPOSED RESOLUTION NO: 24: APPROVAL OF 2026 GRANT APPLICATION

Mr. Metz moved for adoption and Ms. Amat seconded the motion to approve the 2026 grant application.

By roll call, the Board approved the resolution.

PROPOSED MOTION: APPROVAL OF OKI BOARD APPOINTMENT

Mr. Metz moved for adoption and Mr. Kelly seconded the motion. The motion will appoint Andy Aiello as SORTA's representative to the OKI Board of Trustees and Khaled Shammout as the alternate.

By roll call, the Board approved the resolution.

PROPOSED RESOLUTION NO: 25: APPROVAL OF CONTRACT MODIFICATION FOR 18-2022 SECURITY CAMERAS

Mr. Metz moved for adoption and Mr. Kelly seconded the motion. The contract modification will approve modified contract no. 18-2022 on behalf of Metro and Security 101 Ohio, LLC., increasing the total not to exceed value from \$1,012,767 to \$1,111,670, an increase of \$98,883.

By roll call, the Board approved the resolution.

FINANCIAL REPORTS AS OF MAY 31ST, 2025

Mr. Walker presented the May financial results. Total revenues were \$14.1 million, which was unfavorable to budget by \$639k. Total expenses were \$13.4 million, which is favorable to budget by \$359k. Operating Capital Contribution was (\$0.7) million, which was unfavorable to budget by \$134k. Ridership was 1,163k, which is unfavorable to budget by 134k. Mr. Walker presented the Cashflow and Obligation Report with a total All Securities at \$165,598,516, Net Unrestricted Securities Available at \$891,875 and Net Unrestricted Securities and 2025 Operating Budget Surplus at \$6,783,875. Mr. Walker then reviewed the contributing factors to these variances.

The SORTA Board accepted the report as presented.

PROGRESS AND PRIORITIES

Mr. Aiello presented the progress and priorities report and reviewed the successful triennial review, fare policy updated, tap & save and rider rewards, MetroRapid Progress, CPS partnership and CEO engagement.

The SORTA Board accepted the report as presented.

NEW BUSINESS**EXECUTIVE SESSION CONFERENCES WITH AN ATTORNEY FOR THE PUBLIC BODY CONCERNING DISPUTES INVOLVING THE PUBLIC BODY THAT ARE THE SUBJECT OF PENDING OR IMMINENT COURT ACTION ...;**

Mr. Ethridge made a motion that the Board go into executive session as provided in "Ohio Revised Code Section 121.22(G)(3) Conferences with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action...;" and Mr. Kelly seconded the motion. By roll call vote, the Committee approved the motion and went into executive session at 6:56 a.m.

Mr. Ethridge made a motion that the Board return to regular session and Mr. Kelly seconded the motion. The Committee approved the motion and returned to regular session at 7:37 p.m.

PROPOSED RESOLUTION NO: 26: SETTLEMENT

I move that the Board approves the terms of the settlement of the litigation as presented and discussed in executive session, and that the CEO is authorized and directed to take all necessary actions to finalize and execute the settlement agreement and any related documents, and to perform any other acts required to effectuate the settlement.

Mr. Ethridge moved for adoption and Mr. Brice seconded the motion to approve the resolution.

By roll call, the Board approved the resolution.

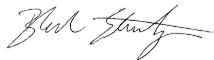
ADJOURNMENT

The meeting adjourned at 7:37 p.m.

NEXT MEETING

The next regular meeting of the SORTA Board of Trustees has been scheduled for
July 22nd, 2025, at 9:00 A.M.
the SORTA/Metro Board Room, at 525 Vine Street, Cincinnati, Ohio.

APPROVED:



Blake Ethridge
Chair, SORTA Board

ATTESTED:



Andy Aiello
CEO/General Manager/Secretary-Treasurer

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Project	Method	Vendor	Award	Term	Funding
54-2019* Medical Exam Services	Contract Modification	Bethesda Healthcare, Inc. dba TriHealth Corp. Health	\$845,146 (o) <u>\$287,424 (m)</u> \$1,132,570	7 years Dec 2019 – May 2026	Unbudgeted Local Operating
33-2020* Trapeze Software	Contract Modification	Trapeze Software Group	\$2,705,574 (o) <u>\$184,722 (m)</u> \$2,890,296	6 years Oct 2020 – Sep 2026	Unbudgeted Local Operating
126-2023* Fleetwatch Software	Contract Modification	S&A Systems, Inc.	\$433,262 (o) <u>\$67,475 (m)</u> \$500,737	1 year Jul 2024 – Jul 2025	Unbudgeted Local Capital
199-2023* Temporary Labor Services	Contract Modification	Robert Half Government	\$458,282 (o) <u>\$245,000 (m)</u> \$703,282	3 years Mar 2024 – Feb 2027	Budgeted Local Operating
066-2025 Diesel Exhaust Fluid	Invitation for Bid (IFB)	PetroChoice LLC	\$217,800	1 year Aug 2025 – Jul 2026	Budgeted Local Operating
078-2025* Northside Transit Center Signage	Sole Source Award	Message Point Media of Alabama	\$131,246	3 years Aug 2025 – Jul 2028	Budgeted Federal/Local Federal Funds (49%) Local Funds (51%)

**denotes non-competitive or non-negotiable award*

Project	Method	Vendor	Award	Term	Funding
Metro MAX Spend Summary (Maximizing Access for XBE's)					
Total Awards for Month			\$1,133,667		
Total MAX Spend for Month			\$--		
Addressable Awards			\$217,800		
Effective MAX Participation Rate			\$--		
2025 Total Spend			\$23,998,388		
2025 MAX Spend			\$3,666,906 (15.3%)		
2025 Total Addressable Spend			\$19,254,051		
2025 Effective MAX Participation Rate			19.0%		

ABSENT NON-
VOTING
MEMBERS AT
THE TIME: Trent Emenecker and Greg Simpson
APPROVED: July 22, 2025



BOARD OF TRUSTEES ACTION ITEM

DATE: July 15, 2025
FROM: John Edmondson, Sr. Director of Procurement
Adriene Hairston, Chief Human Resources Officer
PROJECT NO.: 54-2019 Medical Exam Services
REQUEST: Contract Modification

BACKGROUND

Metro is required to perform a variety of medical screening and drug testing for candidates interested in being bus operators as well as routine physical exams required for maintaining commercial driver's licenses. Metro also requires pre-employment, return-to-work, and biennial employee medical tests and drug screening to assure the public that employees are physically fit to perform their duties and meet regulatory requirements.

BUSINESS PURPOSE

An extension is needed to allow development, deployment, and analysis of Phase 2 to ensure that the next contract agreement contains all of the new record retention and reporting requirements.

PROJECT FINANCING

The budget for this project is \$287,424 and will be financed using local operating funds.

The project is unbudgeted and is **unfavorable to budget by \$287,424**.

PROJECT PROCUREMENT

The modification is a sole source award and is exempt from the competitive process. As such, no vendor outreach was conducted.

No new scope has been added to the contract.

This modification adds \$287,424 to the award, increasing the not to exceed value to \$1,132,570.

The modification adds an extra year to the period of performance, expiring in May 2026.

SMALL BUSINESS (XBE) PARTICIPATION

The modification is a sole source award and is exempt from the XBE participation review process. As such, no subcontracting opportunities are available, and no XBE participation analysis was performed.

RECOMMENDED BOARD ACTION



Staff recommends the Board of Trustees approve a resolution authorizing the CEO/General Manager/Secretary-Treasurer or the Senior Director of Procurement to execute a modification to Contract No. 54-2019, on behalf of Metro with Bethesda Healthcare, Inc., increasing the total not to exceed value from \$845,146 to \$1,132,570, an increase of \$287,424.

ABSENT NON-
VOTING
MEMBERS AT
THE TIME: Trent Emeneker and Greg Simpson
APPROVED: July 22, 2025



BOARD OF TRUSTEES ACTION ITEM

DATE: July 15, 2025
FROM: John Edmondson, Sr. Director of Procurement
Patrick Giblin, Sr. Director of Information Technology/Chief Information Officer
PROJECT NO.: 33-2020 Software Maintenance for Trapeze Products
REQUEST: Contract Modification

BACKGROUND

Trapeze Software Group is the provider of software that Metro uses to manage the critical functions of our transit operations. Metro has an ongoing project to implement a product called Hastus as our source for planning and scheduling to replace Metro's current Trapeze product (FX/BB/INFO).

BUSINESS PURPOSE

A contract modification is required to maintain functionality for Metro's IVR (interactive Voice Response) and allow for integration with Hastus while moving away from our current Trapeze product.

PROJECT FINANCING

The budget for this modification is \$184,722 and will be financed using local operating funds.

The modification is unbudgeted and the final cost is **unfavorable to budget by \$184,722**.

PROJECT PROCUREMENT

The modification is a sole source award and is exempt from the competitive process. As such, no vendor outreach was conducted.

Scope has been added to support creation and installation of the integrations needed to transition to Hastus.

One (1) additional year has been added to the period of performance. The contract will expire in September 2026.

SMALL BUSINESS (XBE) PARTICIPATION

The modification is a sole source award and is exempt from the XBE participation review process. As such, no subcontracting opportunities are available and no XBE participation analysis analysis performed.

RECOMMENDED BOARD ACTION

Staff recommends the Board of Trustees approve a resolution authorizing the CEO/General Manager/Secretary-Treasurer or the Senior Director of Procurement to execute a modification to Contract No. 33-2020, on behalf of Metro with Trapeze Software Group, increasing the total not to exceed value from \$2,705,574 to \$2,890,296, an increase of \$184,722.



BOARD OF TRUSTEES
SOUTHWEST OHIO REGIONAL TRANSIT AUTHORITY
RESOLUTION NO. 2025-29

APPROVAL OF MODIFIED CONTRACT NO 126-2023 FLEETWATCH UPGRADES

WHEREAS:

1. Metro requires an upgraded fluid management/monitoring and delivery system.
2. We currently have approximately 357 Transit coaches that are serviced each night at Queensgate and Bond Hill facility locations.
3. Upon starting the project to upgrade the Fleetwatch system, it was determined that updating the obsolete TXL350 ATG tank monitor system and delivery equipment and hardware was also necessary to allow proper communication with the previously upgraded Fleetwatch system and allow better dispersal of fluids on all lanes.
4. SORTA staff recommends approval to execute Modified Contract No. 126-2023, on behalf of Metro and S & A Systems, Inc., increasing the total not to exceed value from \$433,262 to \$500,737, an increase of \$67,475.
5. The expenditure will be financed using unbudgeted local operating funds.

THEREFORE, BE IT RESOLVED:

6. The board authorizes the CEO/General Manager/Secretary-Treasurer or the Senior Director of Procurement to execute Modified Contract No. 126-2023, on behalf of Metro and S & A Systems, Inc., increasing the total not to exceed value from \$433,262 to \$500,737, an increase of \$67,475.

MOVED BY: Blake Ethridge SECOND BY: Sara Sheets
VOTE Aye: Ms. Amat, Mr. Brice, Ms. Clark, Mr. Ethridge, Mr. Gibson, Mr. Kelly, Mr. Metz, Ms. Moss,
Ms. Sheets and Ms. Taylor

Nay: None

Abstain: None

ABSENT AT
THE TIME: Mr. Driehaus and Mr. Smith

PRESENT
NON-VOTING Jay Bedi
MEMBERS:

ABSENT NON-
VOTING
MEMBERS AT
THE TIME: Trent Emeneker and Greg Simpson
APPROVED: July 22, 2025



BOARD OF TRUSTEES ACTION ITEM

DATE: July 15, 2025
FROM: John Edmondson, Sr. Director of Procurement
Jeff Mundstock, Director of Maintenance Technical Services
PROJECT NO.: 126-2023 Fleetwatch Upgrades
REQUEST: Contract Modification

BACKGROUND

Metro requires an upgraded fluid management/monitoring and delivery systems. Metro currently has approximately 357 Transit coaches that are serviced each night. The system will be for 2 locations, Queensgate facility and Bond Hill facility. There are 3 fueling lanes at Queensgate and 2 fueling lanes at Bond Hill.

Upon starting the project to upgrade the Fleetwatch systems, it was determined that updating the obsolete TSL350 ATG tank monitor system and delivery equipment and hardware was also necessary to allow proper communication with the previously upgraded Fleetwatch system and allow better dispersal of fluids on all lanes. These upgrades to the system are required to complete regulatory compliance to monitor fuels and liquids in all lanes.

BUSINESS PURPOSE

All work has been completed on the project. This modification is to add funding needed for final invoicing.

PROJECT FINANCING

The budget for this modification is \$67,475 and will be financed using local operating funds.

The final cost for this modification is unbudgeted and is **unfavorable to budget by \$67,475**.

PROJECT PROCUREMENT

The modification is a sole source award and is exempt from the competitive process. As such, no vendor outreach was conducted.

No new work scope has been added. This modification covers the final project costs of all upgrades.

SMALL BUSINESS (XBE) PARTICIPATION

The modification is a sole source award and is exempt from the small XBE participation review process. As such, no subcontracting opportunities are available and no XBE participation analysis performed.

**RECOMMENDED BOARD ACTION**

Staff recommends the Board of Trustees approve a resolution authorizing the CEO/General Manager/Secretary-Treasurer or the Senior Director of Procurement to execute a modification to Contract No. 126-2023, on behalf of Metro with S&A Systems, Inc., increasing the total not to exceed value from \$433,262 to \$500,737, an increase of \$67,475.

ABSENT NON-
VOTING
MEMBERS AT
THE TIME: Trent Emeneker and Greg Simpson
APPROVED: July 22, 2025



BOARD OF TRUSTEES ACTION ITEM

DATE: July 15, 2025
FROM: John Edmondson, Sr. Director of Procurement
Adriene Hairston, Chief Human Resources Officer
PROJECT NO.: 199-2023 Temporary Labor Services
REQUEST: Contract Modification

BACKGROUND

Metro supplements in-house staff with qualified temporary labor for those initiatives that do not require a full-time, long-term employee. For process continuity and to maximize request-to-placement time, Metro leverages a single temporary staffing firm each year.

In addition, Metro occasionally requires the expertise of recruiting firms for filling vacancies in the senior and executive management roles. To streamline the effective use of such services, Metro prefers to align both temporary labor and management recruiting with a single vendor.

BUSINESS PURPOSE

Due to unexpectedly high turnover in critical functional departments, Metro has placed more temporary labor than expected. A contract modification is needed to fund the remainder of the contract term.

PROJECT FINANCING

The budget for this modification is \$245,000 and will be financed using local operating funds.

The final modification cost of \$245,000 is unbudgeted and is **unfavorable to budget by \$245,000**.

PROJECT PROCUREMENT

The modification is a sole source award and is exempt from the competitive process. As such, no vendor outreach was conducted.

No new scope has been added to the contract.

The new not to exceed value will be \$703,282.

The contract will expire in February 2027.

SMALL BUSINESS (XBE) PARTICIPATION

The modification is a sole source award and is exempt from the XBE participation review process. As such, no subcontracting opportunities are available and no XBE participation analysis performed.

**RECOMMENDED BOARD ACTION**

Staff recommends the Board of Trustees approve a resolution authorizing the CEO/General Manager/Secretary-Treasurer or the Senior Director of Procurement to execute a modification to Contract No. 199-2023, on behalf of Metro with Robert Half Government, increasing the total not to exceed value from \$458,282 to \$703,282, an increase of \$245,000.



BOARD OF TRUSTEES
SOUTHWEST OHIO REGIONAL TRANSIT AUTHORITY
RESOLUTION NO. 2025-31

APPROVAL OF CONTRACT NO 066-2025 DIESEL EXHAUST FLUID

WHEREAS:

1. Metro buses run on diesel fuel and diesel engines are a common propulsion system for 40' transit vehicles throughout the industry and are widely known for their ruggedness and fuel efficiency.
2. Diesel engines produce nitrous oxide emissions that are harmful to breathe and damaging to the environment.
3. Diesel exhaust fluid ("DEF") acts as a chemical catalytic converter and is required for the engine to function properly.
4. SORTA staff recommends approval to execute Contract No. 066-2025, on behalf of Metro and PetroChoice, LLC., at a total cost of \$217,800.
5. The expenditure will be financed using local operating funds.

THEREFORE, BE IT RESOLVED:

6. The board authorizes the CEO/General Manager/Secretary-Treasurer or the Senior Director of Procurement to execute Contract No. 066-2025, on behalf of Metro and PetroChoice, LLC., at a total cost of \$217,800.

MOVED BY: Blake Ethridge SECOND BY: Sara Sheets
VOTE Aye: Ms. Amat, Mr. Brice, Ms. Clark, Mr. Ethridge, Mr. Gibson, Mr. Kelly, Mr. Metz, Ms. Moss,
Ms. Sheets and Ms. Taylor

Nay: None

Abstain: None

ABSENT AT
THE TIME: Mr. Driehaus and Mr. Smith

PRESENT
NON-VOTING
MEMBERS: Jay Bedi

ABSENT NON-
VOTING
MEMBERS AT
THE TIME: Trent Emeneker and Greg Simpson
APPROVED: July 22, 2025



BOARD OF TRUSTEES ACTION ITEM

DATE: July 15, 2025

FROM: John Edmondson, Sr. Director of Procurement
 Jeff Mundstock, Director of Maintenance Technical Services

PROJECT NO.: 066-2025 Diesel Exhaust Fluid

REQUEST: Contract Award

BACKGROUND

Metro buses primarily run on diesel fuel. Diesel engines are a common propulsion system for 40' transit vehicles throughout the industry and are widely known for their ruggedness and fuel efficiency.

BUSINESS PURPOSE

Diesel engines produce nitrous oxide emissions that are harmful to breathe and damaging to the environment. Diesel exhaust fluid ("DEF") acts as a chemical catalytic converter and is required for the engine to function properly.

PROJECT FINANCING

The budget for the project is \$221,760 and will be financed using local operating funds.

The budget is based on the estimated consumption of 132,000 gallons at an average cost of \$1.68 per gallon.

The final project cost for 1 year of products is \$217,800 (\$1.65 per gallon), which is **favorable to budget by \$3,960**.

The current unit cost of \$1.65 per gallon is 13.8% higher than the previous contract unit cost of \$1.45.

PROJECT PROCUREMENT

The procurement methodology for commodities of this type is Invitation for Bid ("IFB"). The lowest responsive, responsible bidder is selected for the contract award.

Staff targeted 8 firms capable of delivering the products along with those firms automatically notified of the opportunity through Metro's e-procurement platform.

25 vendors downloaded solicitation materials and one (1) submitted responses for our review. Metro polled firms who have participated in previous solicitations, including previous providers of DEF, to determine the reasons for not submitting a response. The most common response was that firms were unable to meet the restrictions on the size of vehicle that must be used to make the deliveries at Bond Hill and Access.

The following table indicates the price received from the responding vendor:



<u>Vendor</u>	<u>Total</u>
<u>PetroChoice LLC</u>	<u>\$217,800.00</u>

PetroChoice, LLC is considered to have the lowest responsive, responsible bid. The price is fair and reasonable based on the competitive pricing from previous contract awards.

The contract is a firm fixed fee contract with a 1 year period of performance, expiring on July 31, 2026.

SMALL BUSINESS (XBE) PARTICIPATION

An XBE participation goal was not required for this contract since Metro financed the contract using local funding. No XBE firms were targeted for participation.

RECOMMENDED BOARD ACTION

Staff recommends the Board of Trustees approve a resolution authorizing the CEO/General Manager/Secretary-Treasurer or the Senior Director of Procurement to execute Contract No. 066-2025, on behalf of Metro with PetroChoice LLC, with a not to exceed value of \$217,800.

ABSENT NON-
VOTING
MEMBERS AT
THE TIME: Trent Emeneker and Greg Simpson
APPROVED: July 22, 2025



BOARD OF TRUSTEES ACTION ITEM

DATE: July 15, 2025
FROM: John Edmondson, Sr. Director of Procurement
Patrick Giblin, Sr. Director of IT/Chief Information Officer
PROJECT NO.: 078-2025 Northside Transit Center Message Signs
REQUEST: Contract Award

BACKGROUND

The Southwest Ohio Regional Transit Authority (SORTA) uses outdoor digital message displays to share up-to-date route information at our transit centers.

BUSINESS PURPOSE

SORTA's Northside Transit Center has nine (9) outdoor digital message displays that are not working as required and need to be replaced. The replacements must be compatible with the Onboard Information Displays and software that are currently installed on SORTA's buses.

PROJECT FINANCING

The budget for the project is \$131,246 and will be financed using a combination of Federal grant funds (49%) and local capital funds (51%).

The final project cost of \$131,246 is flat to budget.

PROJECT PROCUREMENT

This is a sole source award. In consultation with project stakeholders, Procurement staff determined that a sole source award was justified to ensure continuity of operations for all vehicle and transit center passenger information systems.

SMALL BUSINESS (XBE) PARTICIPATION

This project is a sole source award with no subcontracting opportunities. As such, no XBE goal has been established.

RECOMMENDED BOARD ACTION

Staff recommends the Board of Trustees approve a resolution authorizing the CEO/General Manager/Secretary-Treasurer or the Senior Director of Procurement to execute Contract No. 078-2025, on behalf of Metro with Message Point Media of Alabama, with a not to exceed value of \$131,246.



Financial Summary - June 2025

Report Out Date – July 15, 2025

Agenda – Financial Summary

- Statement of Operations for June '25
 - Key Drivers
 - Detail Profit & Loss Statement
 - County Sales Tax Trend
- Cashflow and Obligation Report
- Investment Balance Update

Summary

- Total Revenue \$15.8M - favorable to Budget \$796k or 5.3%
- Total Expense \$14.2M - unfavorable to Budget (\$337k) or (2.4%)
- Operating Capital Contribution \$1.5M - favorable to Budget \$459k
- Note: Ridership total is 1,043k – unfavorable to Budget (55k) or (5.0%)

Revenue

- Total Operating Revenue \$1.6M - favorable to Budget \$21k or 1.3%
- Non-Transportation \$0.7M – favorable to Budget \$1k or 0.2%
- County Sales Tax \$12.0M – favorable to Budget \$775k based on March receipts
- Federal Grants \$1.5M - on Budget

Expense

- Wages & Benefits \$10.1M - favorable to budget \$74k or 0.7%
- Fuel and Lubricants \$658k - favorable to budget \$58k or 8.1%
- Parts & Supplies \$1.0M – unfavorable to Budget (\$274k) or (37.8%)
- All Other \$2.5M – unfavorable to Budget (\$202k) due partially to Gladstone Ave agreement



6 Mos Ending June 30, 2025

(\$ In Thousands)

Ridership

Regular

CPS

Subtotal Fixed Route

Access

MetroNow!

Total Ridership

Operating Revenue

Metro Fares

Access Fares

MetroNow! Fares

CPS Fares

Other

Total Operating Revenue

Non-Operating Revenue

County Sales Tax

Federal Subsidies

Non Transportation

Total Non-Operating Revenue

Total Revenue

Expenses

Employee Wages & Benefits

Fuel & Lubricants

Parts & Supplies

Everybody Rides Metro Fund

Other

Total Expenses

Operating Capital Contribution

Month

Actual

Budget

Fav(Unfav)

Year to Date

Actual

Budget

Fav(Unfav)

Prior Year

983,939

1,054,365

(70,426) (6.7%)

33,510

16,800

16,710 99.5%

1,017,449

1,071,165

(53,716) (5.0%)

14,754

15,380

(626) (4.1%)

10,879

11,100

(221) (2.0%)

1,043,082

1,097,645

(54,563) (5.0%)

\$ 1,222

\$ 1,245

\$ (23) (1.8%)

51

54

(3) (5.5%)

22

22

0 0.0%

58

9

49 549.1%

201

204

(3) (1.7%)

1,554

1,534

21 1.3%

12,002

11,227

775 6.9%

1,513

1,513

0 0.0%

681

680

1 0.2%

14,196

13,420

776 5.8%

15,750

14,954

796 5.3%

10,063

10,137

74 0.7%

658

716

58 8.1%

1,000

726

(274) (37.8%)

29

35

6 18.5%

2,461

2,259

(202) (8.9%)

14,210

13,873

(337) (2.4%)

\$ 1,540

\$ 1,081

\$ 459

5,605,580

6,175,218

(569,638) (9.2%)

873,834

818,100

55,734 6.8%

6,479,414

6,993,318

(513,904) (7.3%)

87,351

93,051

(5,700) (6.1%)

62,708

55,500

7,208 13.0%

6,629,473

7,141,869

(512,396) (7.2%)

\$ 6,531

\$ 7,449

\$ (918) (12.3%)

309

360

(51) (14.0%)

125

112

13 12.0%

2,280

1,803

477 26.5%

1,160

1,210

(50) (4.2%)

10,406

10,934

(528) (4.8%)

60,775

60,487

288 0.5%

9,078

9,078

0 0.0%

4,023

4,186

(163) (3.9%)

73,875

73,751

125 0.2%

84,281

84,685

(404) (0.5%)

59,320

61,809

2,489 4.0%

3,901

4,150

249 6.0%

5,750

4,985

(765) (15.3%)

135

210

75 35.6%

12,261

11,913

(348) (2.9%)

81,368

83,067

1,699 2.0%

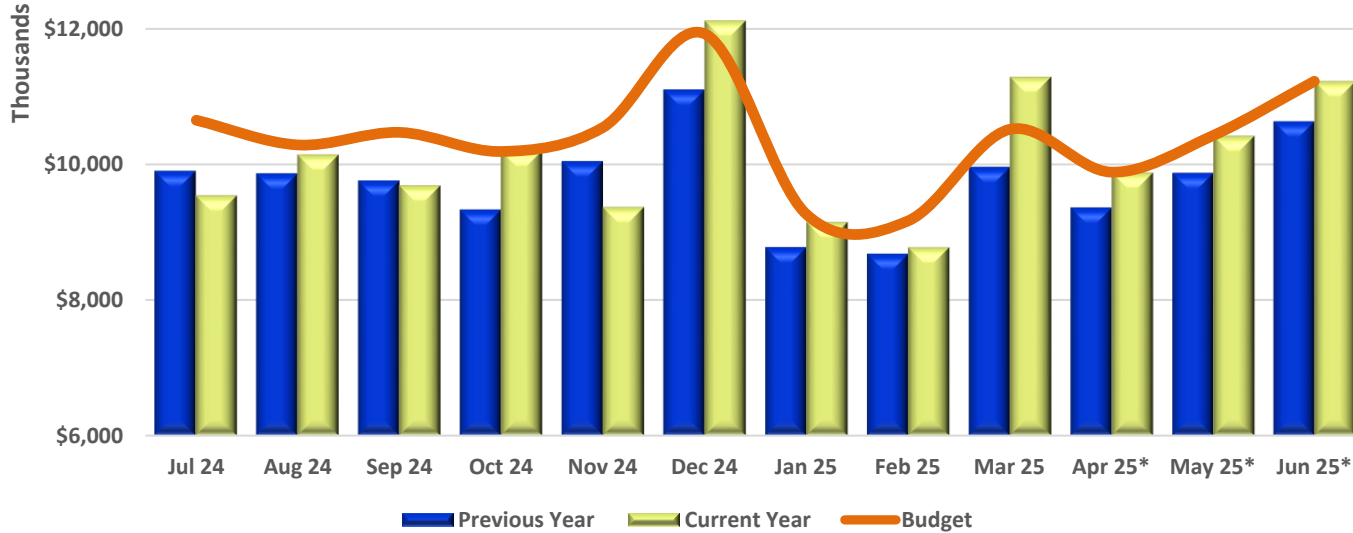
\$ 2,913

\$ 1,618

\$ 1,296

\$ 2,402

County Sales Tax – Year to Date



(\$000's)	Jul 24	Aug 24	Sep 24	Oct 24	Nov 24	Dec 24	Jan 25	Feb 25	Mar 25	Apr 25 *	May 25 *	Jun 25 *
Current Year	\$9,551	\$10,149	\$9,696	\$10,205	\$9,380	\$12,116	\$9,159	\$8,788	\$11,291	\$9,887	\$10,423	\$11,227
Budget	\$10,652	\$10,288	\$10,473	\$10,191	\$10,545	\$11,928	\$9,269	\$9,165	\$10,516	\$9,887	\$10,423	\$11,227
Previous Year	\$9,906	\$9,869	\$9,762	\$9,336	\$10,049	\$11,105	\$8,781	\$8,683	\$9,963	\$9,366	\$9,875	\$10,636

* Apr through Jun of 2025 are recorded at budget due to the 3-month delay in reporting from State Office

Cashflow and Obligation Report



Overnight Investments	\$48,982,246
Securities & CD's	\$112,990,942

Total All Securities (6/30/2025)	\$161,973,188
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Current Capital Reserve Obligations

<i>BRT Project Development (Hamilton & Reading Corridors) - Amt's Pd</i>	<i>\$31,865,276</i>	
<i>Future BRT Capital Match (Fed 70% & Local 30%)</i>	<i>\$40,500,000</i>	
Total BRT		\$72,365,276
Local Match - FTA and ODOT Grants		\$24,508,690
100% Local Projects (Prior Years Open + Current Year)		\$34,569,959
2 Months of Operating Expenses		\$26,000,000
All Other Obligations		\$6,500,000
Total Current Capital Reserve Obligations		\$163,943,925

Net Unrestricted Securities Available	(\$1,970,737)
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2025 Remaining Operating Budget Surplus (Deficit) Jul-Dec	\$4,812,000
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Net Unrestricted Securities + '25 Operating Budget Surplus	\$2,841,264
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Progress & Priorities

Spotlight on the top five

1

2

3

4

5

From **Andrew C. Aiello**, Metro CEO &
General Manager/Secretary-Treasurer



July 2025

This monthly report is designed to provide a high-level update on a few of the key initiatives that are being advanced by the Metro leadership team. I hope you find the updates informative and reflective of the continued progress we're making together.

1. **State and Federal Funding:** Earlier this month, Governor DeWine signed House Bill 96, the State of Ohio's Main Operating Budget for FY26-27. Public transit emerged as a winner, securing \$85.5M through a combination of General Revenue Funds, Federal Flex dollars, and continued funding for the Workforce Mobility Program. Metro played an active role in statewide advocacy efforts to ensure transit funding remained a priority. In a year when many transit systems across the country have experienced deep funding cuts, we are pleased with the strong outcome for public transit in Ohio.
2. **National Transit Database (NTD) Reporting:** The National Transit Database (NTD) is used by the Federal Transit Administration (FTA) to collect and analyze data on transit performance, operations and finances. The FTA uses this data to make informed decisions about funding allocations, performance monitoring, and policy development. While we submit data regularly throughout the year, the annual submission is the most comprehensive. I'm pleased to report that Metro's annual NTD submission was completed, accepted, and approved. Kudos to the cross-departmental teams who diligently track and report on our operations – it is their work that ensures our continued compliance and eligibility for federal funding.
3. **Preventable Accidents Reach New Low:** Metro operates more than 40,000 miles a day, and safety is our top priority for every trip and every mile. In June, we recorded four preventable accidents and seven in May. Year-to-date, we have seen 57 preventable accidents, down from 88 at this time last year – a 35% reduction and record low. This equates to an average of 0.81 preventable accidents per 100,000 miles operated. These results reflect the dedicated efforts of our Safety and Training teams, and we will continue to focus on sustaining this positive trend.
4. **Access/MetroNow! Operator Growth:** Recruitment and retention remain key as we grow our network. We've achieved a 42% increase in operators supporting our Access and MetroNow! services – rising from 84 in 2024 to 120 today. This staffing boost enabled the successful launch of Zone 3 (Forest Park/Pleasant Run) this summer and positions us well for the upcoming launch of Zone 4 in Blue Ash later this year. On the fixed-route side, we are hosting a Career Fair Extravaganza on August 23 at Queensgate. Please help us spread the word to support this important hiring effort.

Progress & Priorities

Spotlight on the top five

1

2

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From **Andrew C. Aiello**, Metro CEO &
General Manager/Secretary-Treasurer



5. **“Coaching” for operator success:** To support new operators during their critical first year of service, Metro has launched a new Transit Operator Success Coach role. Data shows that operator retention significantly improves after the first year, and this role is designed to help new operators thrive during that period. Coaches will assist with route familiarization, resource access, and provide encouragement through early challenges. This initiative reflects our commitment to workforce development as we grow and continue delivering world-class service.

As always, I'm happy to discuss these matters and any others in more depth.

All the best,

A handwritten signature in black ink that reads "Aiello".

Andy Aiello



Metro Strategic Plan Update: Framework and Process

July 2025

Purpose and Planning Team

Purpose: The Reinventing Metro Strategic Plan was last updated in 2021. It needs to be updated again to reflect completed work, new system and rider data, changes in the environment, etc. Updating the document will help keep the Metro staff, the Metro Board, and the community aligned around Metro's strategic initiatives.

Team: This team will guide the Executive Staff and the Board of Trustees through the Strategic Plan Update process.

- Board Chair, Blake Ethridge
- Board Vice Chair, Sara Sheets
- CEO, Andy Aiello
- Chief of Staff, John Ravasio
- Deputy Innovation & Vision Officer, Khaled Shammout

Steps and Timeline

1. Initiation and Scoping

Complete

2. Environmental and Organizational Assessment

August

- 2.1 Internal Review of Existing Conditions
- 2.2 External Scan (SWOT/PESTLE)
- 2.3 Stakeholder and **Board Input**

3. Plan Update

September

- 3.1 Use **Input** to Reaffirm or Revise Core Elements
- 3.2 Reaffirm or Identify Strategic Priorities
- 3.3 Define Goals and Objectives
- 3.4 Assign Accountability

4. Review and Approval

October

- 4.1 Draft the Updated Plan
- 4.2 **Board Input and Review**
- 4.3 Final Approval

5. Implementation and Monitoring

Ongoing