

Board of Directors Monthly Meeting

Wednesday, March 25, 2026 | 9:00am
Board Room at 110 Watervliet Ave.

**CDTA BOARD OF DIRECTORS
MEETING AGENDA**

Wednesday, March 25, 2026 | 9:00am | 110 Watervliet Ave

Item	Responsibility	Page
Call to Order	Jayme Lahut	
Approve Minutes from Wednesday, February 25, 2026	Jayme Lahut	3
Committee Reports: (Action Items Listed)		
Board Operations Committee (03/17/26)	Jayme Lahut	
Performance Monitoring/Audit Committee (03/19/26)	Peter Wohl	
<ul style="list-style-type: none"> • Resolution 7 – Annual Approval of Procurement Manual • Resolution 8 – Approve Contract for Bus Wash Soap • Resolution 9 – Approve Purchase of Rail Transformer for JLB • Resolution 10 – Approve Contract for Bus Operator Uniforms • Resolution 11 – Approve Federal Operating Assistance 		9 11 16 20 25
Community & Stakeholder Relations Committee (03/19/26)	Jaqueline McDonough	
Strategic & Operational Planning Committee (03/19/26)	Michael Criscione	
<ul style="list-style-type: none"> • Resolution 12 – Approve FY2027 Budget • Resolution 13 – Approve Proposed May Service Changes 		28 33
Chief Executive Officer’s Report	Frank Annicaro	37
Board Member Comments	All	
Upcoming Meetings		
April 29, 2026, at 9:00 AM via Microsoft Teams and at 110 Watervliet Ave.		
Adjourn	Jayme Lahut	

**CAPITAL DISTRICT TRANSPORTATION AUTHORITY
(And its Subsidiaries)
110 Watervliet Avenue, Albany, New York and Microsoft Teams**

MINUTES OF WEDNESDAY, FEBRUARY 25, 2026, BOARD MEETING

MEMBERS PRESENT

Jayme B. Lahut, Chair
Michael J. Criscione, Vice-Chair
Denise A. Figueroa, Treasurer

Peter D. Wohl
Jaqueline McDonough

MEMBERS PRESENT REMOTELY

Jaclyn L. Falotico, Secretary
Georgeanna M. Nugent

MEMBERS NOT PRESENT

David M. Stackrow
Patrick M. Lance

OTHERS PRESENT

Frank Annicaro, Chief Executive Officer
Amanda Avery, General Counsel
Chris Desany, Chief Operating Officer
Lance Zarcone, VP Operations
Sarah Matrose, Internal Audit
Gary Guy, Director of Transportation
Jonathan Scherzer, Director of Business Dev.
Jeremy Smith, Director of Facilities
Dave Williams, Director of Maintenance
Keosha Miles, Executive Assistant

Thomas Guggisberg, Director of IT
Calvin Young, Manager of Oper. Performance
Jack Grogan, Director of Safety & Training
Kelli Schreivogl, Sr. Director of HR & Risk Mgmt.
Richard Cordero, Director of Service Quality
Jeanette Stumbaugh, Comptroller

CALL TO ORDER - At 12:01 PM, Chairman Jayme B. Lahut called the meeting to order and noted a quorum was present.

APPROVAL OF THE JANUARY 28, 2026, BOARD MEETING MINUTES

Motion – Mr. Criscione
Seconded – Mr. Wohl
Carried Unanimously

COMMITTEE REPORTS

BOARD OPERATIONS COMMITTEE - Report from Jayme Lahut

Committee met on Wednesday, February 11, 2026, at 9:23 AM via Microsoft Teams and at 110 Watervliet Ave.

Administrative Discussion Item

- We previewed February committee agendas in preparation for February’s Board meeting.
- Lisa Marrello and Kevin Bronner updated us on advocacy activities relating to the governor’s \$260 billion budget that offers a 5.75 percent increase in STOA funding. In early March we expect to see the one house budget proposals from the Assembly and Senate, which will allow us to set expectations for State transit funding.
- We talked about changing and condensing the Board and committee meeting dates and times. You have all been notified about this and asked for your feedback.
- Next meeting of the Committee will be on Wednesday, March 17, 2026, at 9:15 AM via Microsoft Teams and at 110 Watervliet Avenue.

PERFORMANCE MONITORING COMMITTEE - Report from Peter Wohl

Performance Monitoring Committee met on Wednesday, February 18, 2026, at 12:02 PM at 110 Watervliet Avenue, Albany and via Microsoft Teams.

Consent Agenda Items

Resolution 4 - Approve Contract Award for Heavy Duty Engine Oil Contract

- Heavy Duty Engine Oil is used in the CDTA bus fleet; the current contract is set to expire.
- An Invitation for Bids (IFB) was issued that provided estimated annual usage of each type of oil as well as required composition to ensure compatibility with CDTA's fleet.
- The bid from Safety-Kleen was the lowest responsive and responsible bidder. This represents a 45% decrease from the current price.
- The authority hereby approves a one-year contract with one optional renewal year for the purchase of Heavy-Duty Engine Oil be awarded Safety-Kleen Systems, Inc of Norwell, MA for an estimated cost of \$345,758.

Motion – Ms. Figueroa

Seconded – Ms. McDonough

Carried Unanimously

Resolution 5 - Accept State Funding

- CDTA was awarded competitive funding by the New York State Department of Transportation through the Zero-Emission Transit Transition Program (ZETT) for advancement of the West Facility project and a pilot program to prove how effective Hydrogen Fuel Cell Buses perform.
- These funds are provided at a 100% NYS share with National Grid providing \$4,000,000 in costs for utility construction and installation as match. The intention of the ZETT program is to use the funding to leverage future Federal funding to support the complete construction of the West Facility.
- New York State Department of Transportation (NYSDOT) requires a CDTA Board resolution. The resolution allows us to execute an agreement with NYSDOT to accept \$17,500,000.
- The authority hereby approves the execution of an agreement with NYSDOT to accept funding in the amount of \$17,500,000.

Motion – Ms. McDonough

Seconded – Mr. Criscione

Carried Unanimously

Administrative Discussion Items

Risk Management & Workers' Compensation Report: Presented by Amanda Avery

- Our procedures require a quarterly review of the adequacy of the Risk Management Self-Insurance Account and the separate Workers Compensation Self-Insurance Account.

- CDTA is self-insured for most liability exposures up to \$2 million. These claims include bodily injury, property damage, and certain other claims including no-fault.
- As of 1/1/26, we had 47 pending liability claims, 34 of which were in suit. A number of inactive cases have been closed out.
- As of 1/1/26, CDTA had 13 liability claims with reserves of \$10,000 or more, 7 of which have reserves of \$25,000 or more.
- The balances of the Risk Management and Workers' Compensation Self-Insurance Accounts are adequate to meet the anticipated needs of CDTA and its subsidiaries at the present time.

Monthly Management (Financial) Report – Presented by Patrica Cooper

Revenue Summary

- MRT is 4.6% over budget for the month and 21.7% over budget YTD.
- Fares are 13.81% under budget, which is in line with the last January fares. YTD customer fares are down 6.8 %
- Facilities Income is on budget for the month and 6.5% over budget YTD.

Expense Summary

- Wages are under budget 5.13% for the month and 5.3% YTD. 2nd realignment and gained efficiencies are producing the savings.
- Workers' Compensation is over budget 41% for the month due to timing but is under budget YTD by 20.4%. 6
- Maintenance Services is over budget 34% in January due to snow removal and timing of custodial invoices. YTD is 14.2% over budget.
- Fuel is 18.5% under budget for the month and 11.7% YTD due to reduction in platform miles.
- Overall, we are in a satisfactory budget position, with a surplus of \$3.5 million.

Monthly Non-Financial (Performance) Report – Presented by Gary Guy / Richard Cordero

- **Ridership:** Declined 7.2% YOY and 2.2% YTD in January, primarily driven by extreme weather and recent service transitions. Despite the decline, overall demand remains relatively stable compared to prior year levels. Saratoga Flex ridership (2,776 trips, 0.2%).
- **On-Time Performance:** System-wide OTP improved 4.0% YOY and 2.1% YTD, reflecting sustained operational reliability gains.
- **Mean Distance Between Service Interruptions (MDBSI):** Increased 111.3% YOY and 281.2% YTD, demonstrating strong fleet reliability performance amid higher mileage and demand pressures.
- **Total Days Not Worked:** Levels remain elevated at +17.2% YOY and +7.2% YTD, indicating continued attendance pressure. Declined MOM from 10.41% in December to 9.73% in January, particularly in transportation, reflecting incremental improvement. Maintenance posted 8.39% in January, slightly higher than December (7.04%).

- **STAR Missed Trips:** Increased 62.1% YOY and 18.6% YTD due to recent scheduling process changes that now provide a more accurate reflection of on-street activity. Despite the year-over-year increase, performance has stabilized and improved compared to last month.
- **STAR Ridership:** Increased 1.2% YOY and 6.8% YTD, reflecting sustained demand growth for paratransit services.
- **STAR OTP:** Declined 12.2% YOY and 0.9% YTD, influenced by scheduling adjustments and increased demand. Performance improved compared to December, indicating early stabilization.
- **STAR Customer Comments:** Increased 14.0% YOY and 53.6% YTD, reflecting higher service interaction levels. Complaints declined compared to December, suggesting partial stabilization.
- Next meeting of the Committee will be on Thursday, March 19, 2026, at 9:00 AM via Microsoft Teams and at 110 Watervliet Avenue.

COMMUNITY AND STAKEHOLDER RELATIONS COMMITTEE - Report from Jaqueline McDonough
Community and Stakeholder Relations Committee met on Thursday, February 19, 2026, at 11:15 AM at 110 Watervliet Avenue, Albany and via Microsoft Teams.

Administrative Discussion Items

Staff provided updates on our renewed Ambassador Program, refreshed vision initiative, bus advertising updates and the monthly Earned Media and Community Engagement report.

- Jack Grogan gave a presentation on our renewed Community Ambassador Program.
- The program is designed to complement existing CDTA operations and reinforce a customer-first approach to safety, fairness, and reliability across the system while supporting our Operators.
- We have partnered with Tech Valley Security to provide this service on board our buses. Some of what the Ambassadors will do, provide route and customer service information, help with fare compliance issues and assist with disruptive behaviors on buses or at stops. Ambassadors will ride various routes throughout the week. The program officially rolls out today, February 25.
- Emily DeVito outlined the next steps in the creation of CDTA's vision statement, building on the ongoing refresh of our organizational values and success outcomes.
- Emily presented two vision statements to the committee based on input and feedback from this committee and the Board. The Board will now choose the final version.
- The updated vision statement will be introduced in coordination with the rollout of our refreshed values on April 1, 2026, across internal and external audiences.
- Jaime Kazlo presented the earned media and community engagement report.
- In the past month, CDTA issued five press releases, generating five media stories across multiple outlets. Coverage highlighted our push for increased state funding in an Op-Ed featured in the Times Union and how our system operates during a snowstorm. Thank you to Albany Operator Jarris Jones for representing the company so well during an interview with channel 10.
- Social media engagement continues to grow across all platforms. High-performing content featured our Mobility Minute segment, focused this month on Safety and Security as well as information related to the January snowstorm.
- CDTA hosted several internal events, including a maintenance appreciation dinner, a retirement celebration for two Albany operators and Go Red for Women Day.
- CDTA participated in multiple community events this month. Highlights included our participation in the Capital Region Glows Red initiative for the Heart Association and a field trip we hosted for Capital Region BOCES students studying Automotive Technology.
- Upcoming engagements include the State of CDTA and Transit Worker Appreciation Day in March.

- Jonathan Scherzer led a discussion about introducing full wrap advertising on our buses.
- Working with our partners at Lamar Advertising, they have proposed wrapping a select number of buses in our system that will lead to increased revenue for CDTA.
- During the meeting, we viewed a bus that featured a full wrap and were given the opportunity to provide feedback before moving forward.
- Next meeting of the Committee will be on Thursday, March 19, 2026, at 10:00 AM via Microsoft Teams and at 110 Watervliet Avenue.

STRATEGIC AND OPERATIONAL PLANNING COMMITTEE - Report from Mike Criscione

The Strategic and Operational Planning Committee met on Thursday, February 19, 2026, at 12:18 PM via Microsoft Teams and at 110 Watervliet Avenue.

Consent Agenda Items

Resolution 6 - Approval of Success Outcomes

- The Committee reviewed a recommendation to formally adopt updated Organizational Success Outcomes to guide CDTA’s strategic direction, performance measurement, and CEO accountability. The framework was developed through a collaborative leadership process and was previously discussed at the December Board Retreat.
- Four proposed Success Outcomes are intended to define what organizational success looks like for CDTA:
 - **Financial Stability** – Responsible stewardship of public resources and long-term fiscal sustainability.
 - **Customer Engagement** – Reliable, accessible, high-quality service informed by rider feedback.
 - **Community Value** – Support for regional mobility, equity, economic development, and sustainability.
 - **Employee Engagement** – A motivated and supported workforce essential to safety, service quality, and innovation.
- Members agreed that this balanced framework strengthens accountability, supports consistent decision-making, and enhances the Board’s governance role.
- The authority hereby approves the Organizational Success Outcomes.

Motion – Mr. Wohl

Seconded – Ms. Figueroa

Carried Unanimously

Administrative Discussion Items

FY2027 Budget Update

- Trish Cooper provided an update on the status of the Fiscal Year 2027 Operating Budget.
- Projected FY2027 operating revenue totals \$142.4 million, a 3.1% decrease from FY2026. Increases in mortgage tax revenue and facilities/interest income are offset by declines in customer

revenue and operating assistance. Operating assistance is projected to decrease by approximately \$5.0 million.

- State Operating Assistance reflects a 1.8% increase based on the Governor’s Executive Budget, noting that higher State funding levels would reduce the projected shortfall. The draft budget also assumes use of \$3.0 million in prior-year surplus.
- Total operating expenses are projected at \$150.6 million, an increase of 2.4% over FY2026. Wages are budgeted flat, with a contractual increase effective mid-year. Cost pressures include higher health benefits, maintenance services, purchased transportation, and insurance and claims. These increases are partially offset by reductions in fuel, professional services, and workers’ compensation.
- Based on current assumptions, the draft budget reflects a projected deficit of \$8.16 million. Additional work is underway to identify savings through operational rebalancing, annualized wage savings, and further expense refinement prior to Board consideration.
- Next meeting of the Committee will be on Thursday, March 19, 2026, at 11:00 AM via Microsoft Teams and at 110 Watervliet Avenue.

CHIEF EXECUTIVE OFFICER’S REPORT – Frank Annicaro

- The Chief Executive Officer provided his report for February 2026.

UPCOMING MEETINGS

- Subject to the call of the Chair, Chairman Lahut announced the following meeting date:
 - Wednesday, March 25, 2026, at 9:00am at 110 Watervliet Avenue.

ADJOURNMENT - 12:30 PM

Motion – Mr. Wohl

Seconded – Ms. McDonough

Carried Unanimously

Respectfully submitted,

Jaelyn L. Falotico, Secretary

Dated: March 25, 2026

CAPITAL DISTRICT TRANSPORTATION AUTHORITY

RESOLUTION NO. 7 - 2026

Approve Procurement Manual Update

WHEREAS, the Capital District Transportation Authority (“Authority”) is a New York State Public Authority whose members are appointed by the governor of the State of New York; and

WHEREAS, the Public Authorities Law of the State of New York, section 2879, requires that Authority adopt and annually approve by resolution, comprehensive guidelines detailing the operative policy and instructions regarding the use, awarding, monitoring and reporting of procurement contracts for the purchase of goods and services; and

WHEREAS, the Authority’s Procurement Manual has undergone annual review with a few changes recommended at this time, based upon FTA guidance, and

WHEREAS, the Authority’s Procurement Manual, as revised, has been found to conform to both the needs of the Authority and the requirements set forth in the Public Authorities Law, and

WHEREAS, after discussion, the Authority now recommends the approval of the revised Procurement Manual, as attached hereto.

NOW THEREFORE BE IT RESOLVED as follows:

1. The CDTA Procurement Manual, dated March 19, 2026 is approved and adopted.
2. This Resolution shall take effect immediately.

CERTIFICATION

The undersigned, duly elected and acting as Secretary of the Capital District Transportation Authority, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Capital District Transportation Authority held on the 25th day of March, 2026.

Dated: March 25, 2026

Jaclyn Falotico, Secretary

Capital District Transportation Authority Agenda Action Sheet

Subject: Approve Procurement Manual
Committee: Performance Monitoring/Audit
Meeting Date: March 19, 2026

Objective of Purchase or Service:

The New York Public Authorities Law section 2879 requires that public authorities annually review their procurement guidelines.

Summary of Staff Proposal:

The Procurement Manual is utilized by CDTA staff, subsidiary employees, sub-grantees, and contractors in the procurement of goods and services necessary to advance the CDTA mission.

The Procurement Manual is reviewed annually by General Counsel, Internal Audit, Finance, and Procurement staff. Most recently, several revisions were approved in August 2025 in response to recommendations resulting from the Triennial Review.

Appendix 8, *Federal Required Clauses*, has been updated to reflect current regulatory language. These clauses are reviewed annually to ensure continued compliance and accuracy.

Financial Summary/Cost:

None.

Proposed Action:

I am recommending the adoption of the revised Procurement Manual.

Manager:

Stacy Sansky, Director of Procurement

Copy: Christopher Desany, Chief Operating Officer

CAPITAL DISTRICT TRANSPORTATION AUTHORITY

RESOLUTION No. 8- 2026

Award Contract for Bus Wash Soap

WHEREAS, the Capital District Transportation Authority (the “Authority”) provides omnibus transit operations in the Capital Region by use of a fleet of buses, and

WHEREAS, the Authority desires to maintain its fleet in a good state of repair and to keep the buses clean and attractive for transit operations, and

WHEREAS, the Authority issued an Invitation for Bids for bus wash soap, and one bid was received, which is consistent with historical participation levels for this procurement, and

WHEREAS, the single bid was submitted by Dynasty Chemical Corp. of Albany, NY, the incumbent provider, and

WHEREAS, Dynasty Chemical Corp. has performed satisfactorily in the past, and

WHEREAS, staff recommends a three-year contract for bus wash soap be awarded to Dynasty Chemical Corp. of Albany, NY, at a cost not to exceed \$94,047 over three years.

NOW, THEREFORE, IT IS RESOLVED AS FOLLOWS:

1. The Authority hereby awards a three-year contract for bus wash soap to Dynasty Chemical Corp. of Albany, NY, subject to compliance with all the requirements included and set forth in the contract documents.
2. The Chief Executive Officer is hereby authorized to execute the necessary documents.
3. The source of funding is from the Operating Budget.
4. This Resolution shall take effect immediately.

CERTIFICATION

The undersigned, duly qualified and acting as Secretary of the Capital District Transportation Authority, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Capital District Transportation Authority held on 25th day of March, 2026.

Dated: March 25, 2026

Jaclyn Falotico, Secretary

Capital District Transportation Authority Agenda Action Sheet

Subject: Approve Purchase of Bus Wash Soap
Committee: Performance Monitoring/Audit
Meeting Date: March 19, 2026

Objective of Purchase or Service:

Bus Wash Soap is used as part of regular maintenance, and the current contract is set to expire.

Summary of Staff Proposal:

An Invitation for Bids (IFB) was issued that provided estimated annual usage of soap by location. Twenty-Four (24) vendors downloaded the IFB and one (1) bid was received. Historically there has been minimal participation in this procurement despite outreach. Dynasty Chemical is the incumbent provider of bus wash soap and has performed satisfactorily.

This contract requires Board approval as a single bid valued at over \$50,000.

Proposed Action:

I recommend a three-year contract for the purchase of bus wash soap be awarded to Dynasty Chemical Corp of Albany, NY for an estimated cost of \$94,047. Years 2-3 pricing will change based on the Producers Price Index for Soaps and Other Detergent Manufacturing (PPI # PCU325611) Final costs will be determined by actual usage.

Manager:

Stacy Sansky, Director of Procurement

Copy: Chief Operating Officer



Bid Summary



Contract Name: Bus Wash Soap

Contract No: CDTA Maint 215-3000

Date/Time of Opening: February 20, 2026 1:00PM EST

Bidder Contact Information	Base Bid/Lump Sum Price	Bid Alternate- If Applicable	Subcontractors If known/as applicable (Names only)	DBE/MWBE/SDVOB Status
Name: Dynasty Chemical Corp Address: 444 North Pearl St Albany, NY 12204 Contact: Michael Waldman Email: mjwaldman@dynastychemical.com Phone: 518.463.1146	275 gal tote \$1,363/ea	Clear Coat Protectant: \$340/tote	1	DBE __ MBE __ WBE __ SDVOB __
			2	DBE __ MBE __ WBE __ SDVOB __
			3	DBE __ MBE __ WBE __ SDVOB __
			4	DBE __ MBE __ WBE __ SDVOB __
			5	DBE __ MBE __ WBE __ SDVOB __
Name: Address: Contact: Email: Phone:	Year 1 Lump Sum Price:	Alternate 1: Alternate 2:	1	DBE __ MBE __ WBE __ SDVOB __
			2	DBE __ MBE __ WBE __ SDVOB __
			3	DBE __ MBE __ WBE __ SDVOB __
			4	DBE __ MBE __ WBE __ SDVOB __
			5	DBE __ MBE __ WBE __ SDVOB __
Name: Address: Contact: Email: Phone:	Year 1 Lump Sum Price:	Alternate 1: Alternate 2:	1	DBE __ MBE __ WBE __ SDVOB __
			2	DBE __ MBE __ WBE __ SDVOB __
			3	DBE __ MBE __ WBE __ SDVOB __
			4	DBE __ MBE __ WBE __ SDVOB __
			5	DBE __ MBE __ WBE __ SDVOB __
Name: Address: Contact: Email: Phone:	Year 1 Lump Sum Price:	Alternate 1: Alternate 2:	1	DBE __ MBE __ WBE __ SDVOB __
			2	DBE __ MBE __ WBE __ SDVOB __
			3	DBE __ MBE __ WBE __ SDVOB __
			4	DBE __ MBE __ WBE __ SDVOB __
			5	DBE __ MBE __ WBE __ SDVOB __
Name: Address: Contact: Email: Phone:		Alternate 1: Alternate 2:	1	DBE __ MBE __ WBE __ SDVOB __
			2	DBE __ MBE __ WBE __ SDVOB __
			3	DBE __ MBE __ WBE __ SDVOB __
			4	DBE __ MBE __ WBE __ SDVOB __
			5	DBE __ MBE __ WBE __ SDVOB __
Name: Address: Contact: Email: Phone:		Alternate 1: Alternate 2:	1	DBE __ MBE __ WBE __ SDVOB __
			2	DBE __ MBE __ WBE __ SDVOB __
			3	DBE __ MBE __ WBE __ SDVOB __
			4	DBE __ MBE __ WBE __ SDVOB __
			5	DBE __ MBE __ WBE __ SDVOB __
I, Frank Annicaro, Chief Executive Officer of The Capital District Transportation Authority hereby certify that the above is a true, complete and accurate record of the bids received on the date and time listed above for this project.		Signature: _____		

CAPITAL DISTRICT TRANSPORTATION AUTHORITY

RESOLUTION No. 9 - 2026

Retroactively Approve Contract for Emergency Transformer Replacement at the JLB Station

WHEREAS, the Capital District Transportation Authority (the “Authority”) is charged by Title 11-C of the Public Authorities Law with providing omnibus transportation within the Capital Region, and

WHEREAS, the Authority owns and operates the Joseph L. Bruno Rail Station in Rensselaer, NY, and

WHEREAS, in December of 2025, the JLB Rail Station experienced a significant and unanticipated loss of electrical power, caused by a failed transformer, and

WHEREAS, the failed transformer created an immediate risk to station operations and service continuity, requiring immediate replacement, and

WHEREAS, Pursuant to the Authority’s emergency procurement authority, a replacement transformer was secured from and installed by High Voltage Electrical Service, Inc. (“HVES”), and

WHEREAS, the cost to complete the transformer replacement was \$178,824, which was deemed fair and reasonable, and

WHEREAS, Authority staff recommends retroactive approval of the emergency transformer replacement contract with HVES of Albany, NY.

NOW, THEREFORE, IT IS RESOLVED as follows:

1. The Authority hereby retroactively approves the transformer replacement contract with HVES of Albany, NY, for an amount not to exceed \$178,824, subject to compliance with the terms and conditions of the contract documents.
2. The Chief Executive Officer is hereby authorized to execute the necessary documents.
3. The source of funding will be from the Internal Capital Plan.
4. This Resolution shall take effect immediately.

CERTIFICATION

The undersigned, duly qualified and acting as Secretary of the Capital District Transportation Authority, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Capital District Transportation Authority held on 25th day of March, 2026.

Dated: March 25, 2026

Jaclyn Falotico, Secretary

Capital District Transportation Authority

Agenda Action Sheet

Subject: Approve Transformer Replacement at JLB Station
Committee: Performance Monitoring/Audit
Meeting Date: March 19, 2026

Objective of Purchase or Service:

In December 2025, CDTA experienced a significant and unanticipated loss of electrical power at the JLB Rail Station in Rensselaer, NY. The outage was determined to be caused by a failed transformer that was inoperable and not repairable, creating an immediate risk to station operations and service continuity.

Summary of Staff Proposal:

Pursuant to CDTA's emergency procurement authority under our Procurement Policy, and due to the urgent need to restore power and prevent prolonged service disruption, High Voltage Electrical Service, Inc. (HVES) was engaged on an emergency basis to furnish and install a replacement transformer. Staff defined a scope of work and HVES provided an estimate which was in line with historical pricing for this type of project. HVES promptly identified the required transformer and initiated an emergency order to obtain the equipment and complete installation as quickly as possible. The transformer was subsequently replaced, and full electrical service was restored to the facility.

Financial Summary/Cost:

The cost to complete the transformer replacement was \$178,824. This was funded by our internal capital plan.

Proposed Action:

I recommend a retroactive approval of a contract to replace the transformer at the JLB Rail Station with High Voltage Electrical Service, Inc of Albany, NY for an amount not to exceed \$178,824.

Manager:

Jeremy Smith, Director of Facilities

Copy: Christopher Desany, Chief Operating Officer

CAPITAL DISTRICT TRANSPORTATION AUTHORITY
Staff Contract Award Certification

1. **TYPE OF CONTRACT (check one):**

Construction & Maintenance ___ Goods, Commodities & Supplies ___ Bus Purchase
___ Services & Consultants ___ Transportation & Operational Services

2. **TERMS OF PERFORMANCE (check one):**

One-Shot Deal: Complete scope and fixed value
___ Fixed Fee For Services: Time and materials - open value
___ Exclusive Purchase Contract: Fixed cost for defined commodity with indefinite quantity
___ Open Purchase Contract: Commitment on specifications and price but no obligation to buy
___ Change Order: Add on to existing contract

3. **CONTRACT VALUE:**

\$178,824 (Not to Exceed)

4. **PROCUREMENT METHOD (check one):**

___ Request for Proposals (RFP) ___ Invitation for Bids (IFB) Other

5. **TYPE OF PROCEDURE USED (check one):**

___ Micro Purchases (Purchases up to \$2,499.00) ___ Small Purchases (\$25,000 up to \$100,000)
 Sealed Bid/Invitation for Bids (IFB) (Over \$100,000) ___ Request for Proposals (RFP)
___ Professional Services (Over \$25,000) Sole or Single Source (Non-Competitive) (**Emergency**)

6. **SELECTION CRITERION USED:**

Number of Proposals/Bids Solicited # 1 or **Advertised**
Number of Proposals/Bids Received # 1

Attach Summary of Bids/Proposals

7. **Disadvantaged/Minority Women's Business Enterprise (D/MWBE) involvement**

Are there known D/MWBEs that provide this good or service?	Yes	No	
Number of D/MWBEs bidding/proposing	<u>0</u>		
D/MWBE Certification on file?	Yes	No	Not Applicable
Was contract awarded to a D/MWBE?	Yes	No	
Number of D/MWBE Subcontractors	<u>0</u>		

8. **LEGAL NAME and ADDRESS OF CONTRACTOR/VENDOR:** High Voltage Electrical Service, Inc.

PO Box 365
Guilderland, NY 12084

8. **SOURCE OF FUNDS:** Internal Capital Funds

9. **COMPLIANCE WITH STATE AND FEDERAL RULES:**

Non-Collusion Affidavit of Bidder	(Yes, No, N/A)
Disclosure & Certificate of Prior Non-Responsibility Determinations	(Yes, No, N/A)
Disclosure of Contacts (only RFPs)	(Yes, No, N/A)
Certification with FTA's Bus Testing Requirements	(Yes, No, N/A)

10. **RESPONSIBLE STAFF CERTIFIES THE INTEGRITY OF THIS PROCUREMENT/CONTRACT:**

Stacy Sansky, Director of Procurement DATED: March 19, 2026

CAPITAL DISTRICT TRANSPORTATION AUTHORITY

RESOLUTION No. 10 - 2026

Awarding Contract for
Bus Operator Uniforms

WHEREAS, the Capital District Transportation Authority (the “Authority”) is charged by title 11-C of the Public Authorities Law with providing omnibus transportation within the Capital District transportation district, and

WHEREAS, the Authority is authorized by Public Authorities Law section 1306 to enter into contracts for the purchase of goods and services to meet its transportation objectives, and

WHEREAS, the Authority issued a request for proposals for a bus operator uniforms contract, requesting pricing on a per-unit basis, and

WHEREAS, six proposals were received, and after extensive review and deliberation the superior proposal was determined to be that submitted by Hanover Uniforms of Baltimore, MD, and

WHEREAS, the Authority now desires to award a three year uniform contract, with two optional one-year renewals, to Hanover Uniforms.

NOW, THEREFORE, IT IS RESOLVED as follows

1. The Authority hereby awards a three-year uniform contract, with two optional one-year renewals, to Hanover Uniforms of Baltimore, MD, at the unit prices set forth in the proposal, with a maximum five-year value of \$1,200,000, subject to acceptance and satisfaction of all contract terms and requirements.
2. The Chief Executive Officer is hereby authorized to execute the necessary documents.
3. The source of funds for this purchase will be the annual operating budget.
4. This Resolution shall take effect immediately.

CERTIFICATION

The undersigned, duly qualified and acting as Secretary of the Capital District Transportation Authority, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Capital District Transportation Authority held on 25th day of March, 2026.

Dated: March 25, 2026

Jaclyn Falotico, Secretary

Capital District Transportation Authority

Agenda Action Sheet

Subject: Approve Contract for Bus Operator Uniforms
Committee: Performance Monitoring/Audit
Meeting Date: March 19, 2026

Objective of Purchase or Service:

The existing contract for the supply of bus operator uniforms has expired, necessitating establishment of a new agreement to ensure the continued availability of required apparel.

Summary of Staff Proposal:

A Request for Proposals (RFP) was issued seeking qualified firms to provide an electronic uniform management program to facilitate efficient ordering, returns, and changes to employee rosters. Proposers were also required to submit pricing for individual uniform items based on estimated quantities.

Twenty-five vendors downloaded the RFP, and six proposals were received. Of those, two were deemed non-responsive and were not considered further. An evaluation committee comprised of Transportation management and Union leadership reviewed the remaining proposals and recommended that a contract be awarded to Hanover Uniforms of Baltimore, MD. The committee received satisfactory references and was impressed with the quality of products offered.

Financial Summary/Cost:

The maximum contract value is \$1,200,000. Actual costs will be determined by operator needs. This contract will be funded in the operating budget starting with FY2026.

Proposed Action:

I recommend awarding a three-year contract with two optional renewal years to Hanover Uniforms of Baltimore, MD for operator uniforms in an amount to exceed \$1,200,000.

Manager:

Gary Guy, Director of Transportation

Copy: Christopher Desany, Chief Operating Officer
Lance Zarcone, Vice President of Operations

**CAPITAL DISTRICT TRANSPORTATION AUTHORITY
Staff Contract Award Certification**

1. TYPE OF CONTRACT (check one):

Construction & Maintenance Goods, Commodities & Supplies Bus Purchase
 Services & Consultants Transportation & Operational Services

2. TERMS OF PERFORMANCE (check one):

One-Shot Deal: Complete scope and fixed value
 Fixed Fee For Services: Time and materials - open value
 Exclusive Purchase Contract: Fixed cost for defined commodity with indefinite quantity
 Open Purchase Contract: Commitment on specifications and price but no obligation to buy
 Change Order: Add on to existing contract

3. CONTRACT VALUE:

\$1,200,000 (Not to Exceed)

4. PROCUREMENT METHOD (check one):

Request for Proposals (RFP) Invitation for Bids (IFB) Other

5. TYPE OF PROCEDURE USED (check one):

Micro Purchases (Purchases up to \$2,499.00) Small Purchases (\$25,000 up to \$100,000)
 Sealed Bid/Invitation for Bids (IFB) (Over \$100,000) Request for Proposals (RFP)
 Professional Services (Over \$25,000) Sole or Single Source (Non-Competitive)

6. SELECTION CRITERION USED:

Number of Proposals/Bids Solicited # 25 or **Advertised**
 Number of Proposals/Bids Received # 6

Attach Summary of Bids/Proposals

7. Disadvantaged/Minority Women’s Business Enterprise (D/MWBE) involvement

Are there known D/MWBEs that provide this good or service? **Yes** No
 Number of D/MWBEs bidding/proposing 1
 D/MWBE Certification on file? Yes No **Not Applicable**
 Was contract awarded to a D/MWBE? Yes **No**
 Number of D/MWBE Subcontractors 0

8. LEGAL NAME and ADDRESS OF CONTRACTOR/VENDOR: Hanover Uniform
3501 Marmenco Court
Baltimore, MD 21202

8. SOURCE OF FUNDS: Operating Budgets

9. COMPLIANCE WITH STATE AND FEDERAL RULES:

Non-Collusion Affidavit of Bidder (**Yes**, No, N/A)
 Disclosure & Certificate of Prior Non-Responsibility Determinations (**Yes**, No, N/A)
 Disclosure of Contacts (only RFPs) (Yes, No, **N/A**)
 Certification with FTA’s Bus Testing Requirements (Yes, No, **N/A**)

10. RESPONSIBLE STAFF CERTIFIES THE INTEGRITY OF THIS PROCUREMENT/CONTRACT:

Stacy Sansky, Director of Procurement DATED: March 19, 2026

CDTA TRANS 22-8000 Uniforms for Bus Operators-Cummulative Scorecard						
	Galls-Lexington, KY	Hanover Uniform-Baltimore, MD	Screenshot-Woodside, NY	Preferred Source	Standard Textiles-Tampa, FL	Emergency Responder Products-Old Beth Page, NY
Proponent Experience in Managing Uniform Program 120 Points	91	113			111	83
Cost 120 Points	85	110			101	77
Lead Time 120 Points	66	108			105	58
% of US made content 20 Points	6	9			6	15
MWBE or SDVOB Participation 20	0	0			0	20
TOTAL 400 Points	248	340	Unresponsive	Unresponsive	323	253

CAPITAL DISTRICT TRANSPORTATION AUTHORITY

RESOLUTION No. 11 - 2026

Accept 5311 Funding for Montgomery County

WHEREAS, the purposes of the Capital District Transportation Authority (“Authority”) as set forth in Public Authorities Law Section 1304 include the continuance, further development and improvement of transportation and other services related thereto within the Capital District Transportation District, and

WHEREAS, the Federal Section 5311 program provides formula funding to states for the purpose of supporting public transportation in rural areas, and

WHEREAS, the New York State Department of Transportation (“NYSDOT”) administers the program on behalf of the Federal Transit Administration (“FTA”), and

WHEREAS, the Authority has been awarded \$493,500 representing 50% of the operating assistance in Montgomery County under NYSDOT Contract C006043, and

NOW, THEREFORE, by action of the Capital District Transportation Authority Board, duly convened it is hereby

RESOLVED, that the Authority Board hereby authorizes the acceptance of the aforementioned funds from NYSDOT Contract C006043 in the amount of \$493,500, and it is hereby further

RESOLVED, that a certified copy of this resolution shall be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the project, and it is further

RESOLVED, this Resolution shall take effect immediately.

CERTIFICATION

The undersigned, duly qualified and acting as Secretary of the Capital District Transportation Authority, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Capital District Transportation Authority held on 25th day of March, 2026.

Dated: March 25, 2026

Jaclyn Falotico, Secretary

Capital District Transportation Authority Agenda Action Sheet

Subject: Resolution to Accept State Funding
Committee: Performance Monitoring/Audit
Meeting Date: March 19, 2026

Objective of Purchase or Service:

New York State Department of Transportation (NYSDOT) requires a CDTA Board resolution prior to being reimbursed for expenses incurred as part of this agreement. The resolution allows us to execute an agreement with NYSDOT to accept \$493,500.

Summary of Staff Proposal:

The Federal Section 5311 program provides formula funding to states for the purpose of supporting public transportation in rural areas. NYSDOT administers the program on behalf of the Federal Transit Administration (FTA). CDTA has been awarded \$493,500 in Section 5311 funds for up to 50% of the net operating assistance costs in Montgomery County.

Financial Summary and Source of Funds:

NYSDOT Contract C006043 will fund a total of \$493,500 for 50% of operating assistance in Montgomery County.

Proposed Action:

I recommend that we provide a Board resolution to NYSDOT to execute an agreement to accept \$493,500 in funding.

Manager:
Melissa Shanley, Grants Manager

PROJECT AGREEMENT

SCHEDULE A Dated

PROJECT DESCRIPTION, FUNDING AND DEVELOPMENT SCHEDULE

Contractor/Grantee:

Capital District Transportation Authority

Comptroller's Contract #: **C006043** Contract period: **1/1/2023 to 3/31/2029**

AGREEMENT PURPOSE: Main Agreement Supplemental Schedule Administrative Correction

GENERAL PROJECT DESCRIPTION

Section 5311 Operating - 2023

PROJECT LOCATION/JURISDICTION or SERVICE AREA

Capital District Transportation District

PIN	Project	Award ID:	DOT Rev	Estimated Project Cost	Federal Share	Admin/Direct - ** %	*State Share %	Local Share %	Source State Approp %	Project End Date	Useful Life
1790.00.401	Core Operating Assistance	NY-2025-071-00	1 - 1	\$987,000.00	\$493,500.00	Admin 50	\$0.00 0	\$493,500.00 50	Omnibus	03/2029	N/A
Agreement Total:				\$987,000.00	\$493,500.00		\$0.00	\$493,500.00			

* With NYSDOT concurrence, the state shares may be interchanged among PINs within the Schedule and total State share

** If DOT-PAY is listed under the Admin/Direct column, then the Federal Dollars for that row is not included in the Federal Share of the Agreement.

CAPITAL DISTRICT TRANSPORTATION AUTHORITY
RESOLUTION NO. 12 - 2026

Approve Operating Budget and Capital Plan for FY2026

WHEREAS, the Capital District Transportation Authority (the “Authority”) is required by Public Authorities law sections 1305-a and 1306 to prepare and file an annual budget; and

WHEREAS, the proposed FY2027 Budget for the Capital District Transportation Authority provides for an Operating Budget of \$143,476,608 and a 5-year Capital Plan of \$278,576,343; and

WHEREAS, said proposed FY2027 Operating Budget and 5-Year Capital Plan have been presented and reviewed; and

WHEREAS, the adoption of the proposed FY2027 Operating Budget and 5-Year Capital Plan has been recommended by the CDTA Strategic & Operational Planning Committee;

NOW, THEREFORE, IT IS RESOLVED as follows:

1. The Authority hereby approves and adopts an Operating Budget of \$143,476,608 for FY2027, a copy of which is attached to and made part of this resolution.
2. The Authority hereby approves and adopts a 5-year Capital Plan of \$278,576,343 for FY2027-2031, a copy of which is attached to and made part of this resolution.
3. This Resolution shall take effect immediately.

CERTIFICATION

The undersigned, duly qualified and acting as Secretary of the Capital District Transportation Authority, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Capital District Transportation Authority held on the 25th day of March, 2026.

Dated: March 25, 2026

Jaelyn Falotico, Secretary

Capital District Transportation Authority Agenda Action Sheet

Subject: FY2027 Operating Budget and Five-Year Capital Plan
Committee: Strategic and Operational Planning Committee
Meeting Date: March 19, 2026

Objective of Purchase or Service:
Develop a balanced FY2027 Operating Budget and Five-Year Capital Plan

Summary of Staff Proposal:

We have developed a comprehensive spending plan for Fiscal Year 2027. Since December 2025, we have engaged in ongoing discussions at the Strategic and Operational Planning Committee meetings, consulted with a smaller group of the board, and met with staff to ensure broad input into our planning process.

As we move forward, we are implementing targeted improvements to our service network that are both practical and fiscally responsible, carefully balancing the need for service enhancements with the realities of constrained revenue sources. Our commitment to financial well-being and long-term stability is reflected in every aspect of this plan. We are proactively monitoring revenue streams, controlling costs, and seeking greater operational efficiencies to ensure that CDTA remains on solid financial footing.

We continue our efforts to support our communities and employees, maintaining a disciplined focus on both current and future financial health. By prioritizing a sustainable budget strategy, we can navigate fiscal challenges, protect essential services, and position CDTA for continued success and resilience.

Increasing expenses, along with decreased funding from reserves (no more COVID funding), continue to impact the overall budget. However, our proactive approach to financial management, such as identifying alternative funding sources, increasing operational efficiencies, and closely monitoring expenditures, helps mitigate these challenges and safeguard the Authority's financial health.

We anticipate an 8% increase in State Operating Assistance (STOA), and propose a balanced budget of \$143 million, representing a 2.4% reduction from last year's budget. We also propose advancing a five-year capital plan of \$278.6 million, further demonstrating our commitment to long-term fiscal stability and strategic investment in CDTA's future.

Revenue Forecast

We project total revenue to decrease by \$3.5 million in FY2027 to \$143 million with the major revenue drivers being State Operating Assistance (STOA) and Federal Assistance (5307 funding).

- We are forecasting an 8% increase in STOA from FY2026 appropriations (\$2.8 million increase to our budget) based on legislative assumptions. The state proposed increasing STOA for upstate transit properties by 5.75%; The Senate and Assembly one house bills are 15% and 7.45% respectively. The three sides are negotiating the final state budget and hope to have a final budget adopted by April 1, 2026.
- The federal assistance line includes two funding sources: federal 5307 funds totaling \$21.9 million and \$493,500 in federal 5311 funds.
- We have increased our MRT assumptions and lowered our customer revenue projections. As interest rates have decreased in the last year, we recommend increasing our MRT budget forecast by 7.9% (\$1 million). Due to current ridership trends and service realignments, we project customer fares to decrease 6.9% (\$1.5 million).
- Other incomes have increased \$3.1 million due to increased interest income and the use of reserved funds to balance our budget.

Expense Forecast

The core asset of our organization is our employees; and they make up most expenses in our budget. Wages and benefits account for about 70% of the budget and remain the principal driver of the budget plan. The remaining 30% of our budget includes things such as fuel, parts and tires, purchased transportation, maintenance, professional services, and insurance.

- The 8.1% reduction in wages is attributable to increased efficiencies and the realignment of our services. The wage figures also incorporate increases from the collective bargaining agreement, and two additional service realignments.
- The health benefits line is up 13% due to increased costs of health insurance and the high number of employees who are participating in our benefit plans. Other benefits are increasing due to a contractual increase for employer pension contributions and professional services are decreasing 3.2% because of expiring contracts.
- Maintenance services are increasing 18.9% due to additional vehicle maintenance outsourcing because staffing levels continue to fluctuate in maintenance. Our utilities line is increasing by almost 8% due to rising costs.
- Purchase Transportation is growing by 5.4%, which includes a CPI increase and additional usage. STAR service continues to expand as we continue redesigning service strategy and execution to provide operational efficiencies.
- The Parts and Fuel lines are decreasing 5.5% and 7.2% respectively, due to recent and future service realignments which have decreased fleet size and service miles.

Capital Plan

The first year of our capital plan is funded at \$60 million and supported by grants and federal assistance. It contains funding for West Facility design & infrastructure, an updated Enterprise Asset Management (EAM) system, and midsized infrastructure projects such as Church Street in Amsterdam. The plan includes capital investments in Glens Falls, as well as reoccurring capital items such as engine overhauls and shelter updates. It also includes a continuation of our annual fleet replacement plan to purchase 36 vehicles, including 10 hybrid buses and a hydrogen fuel cell bus pilot.

The five-year capital plan outlines a vision to enhance and improve mobility for people in the Capital Region while gaining operational efficiencies. We have several exciting projects that we are exploring, including the construction of a state-of-the-art facility in Schenectady, an updated Enterprise Resource Planning (ERP) system, vehicles, and facilities which will be supported by federal and state grants.

The five-year capital plan is a forecast with only the first year fully funded. Years two through five contain some funding for projects, but not all. As always, we continue to pursue funding possibilities for future projects.

Proposed Action

I recommend that the committee advance to the Board our FY2027 Operating Plan of \$143,476,608 and the Five-Year Capital Plan, which totals \$278,576,343.

Manager:

Patricia Cooper, Chief Financial Officer

Note:

Staff will provide a presentation to support the budget recommendation.

CAPITAL DISTRICT TRANSPORTATION AUTHORITY

RESOLUTION NO. 13 - 2026

Approval of May Service Changes

WHEREAS, the Capital District Transportation Authority (the “Authority”) is authorized by New York Public Authorities Law Section 1305 to formulate action plans and make any necessary amendments, including modification of routes and schedules, and

WHEREAS, the Authority currently operates a system of fixed route and flexible services in the Authority’s service area, and

WHEREAS, the temporary funding associated with the Federal COVID-19 relief has ended, resulting in budgetary challenges, and

WHEREAS, principles of financial stewardship now require the Authority to improve operational efficiencies to align resources with long-term sustainability goals, and

WHEREAS, the Authority has initiated a comprehensive service realignment plan, which revolves around the effective and efficient deployment of mobility services, and

WHEREAS, last August, the Authority began the service realignment plan, and has now planned another set of service changes scheduled to begin with the May pick of work, and

WHEREAS, those service changes have been reviewed and discussed, and it has been determined to be in the best interests of the Authority to implement them during the May pick of work.

NOW, THEREFORE, IT IS RESOLVED AS FOLLOWS:

1. The Authority shall implement the service changes during the May pick of work.
2. This Resolution shall take effect immediately.

CERTIFICATION

The undersigned, duly qualified and acting as Secretary of the Capital District Transportation Authority, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Capital District Transportation Authority held on 25th day of March, 2026.

Dated: March 25, 2026

Jaclyn Falotico, Secretary

Memorandum

March 20, 2026

To: Strategic and Operational Planning Committee
From: Christopher Desany, Chief Operating Officer
Subject: Approval of May Pick

Background

Staff has developed the May 2026 pick and are seeking the Board's approval to move forward. The May 2026 pick continues the service rebalancing effort implemented in August 2025 and November 2025, with similar operational savings anticipated. This pick includes frequency reductions to Routes #182, #353, #450, and #905, as well as minor span reductions on sixteen other routes.

Seasonal service changes, including the Nature Bus and trolleys will also resume with the May pick.

The May pick is planned to run from May 24, 2026 to August 22, 2026.

Frequency and Run Time Changes

Staff recommends reduction in the frequency of trips on four routes, saving an estimated 23,000 platform hours annually:

- 182 Weekday Reduce peak frequency from 30 to 35/45
- 182 Saturday Reduce frequency from 50 to 60
- 182 Sunday Reduce frequency from 60 to 90
- 353 Weekday Reduce frequency from 15 to 25, 20 to 30
- 353 Saturday Reduce frequency from 20 to 30
- 353 Sunday Reduce frequency from 30 to 40
- 450 Weekday Reduce peak/midday frequency from 30 to 40
- 450 Saturday Reduce frequency from 35/45 to 50
- 450 Sunday Reduce frequency from 40 to 50
- 905 Weekday Reduce AM peak/midday frequency from 12 to 15
Reduce PM peak frequency from 10 to 12
- 905 Saturday Reduce frequency from 12 to 15, 15 to 20
- Schenectady Routes Update run times and blocking
- Saratoga Routes Update run times and blocking
- Glens Falls Routes Update run times and blocking

Span Changes

On sixteen additional routes, staff has identified individual trips at the start and end of the day that carry fewer than five total passengers. These reductions would save an additional estimated 7,000 platform hours annually:

- 1 Saturday Cut 5:15am eastbound trip
- 10 Weekday Cut 5:15am eastbound trip
- 12 Weekday Cut 5:30am eastbound trip
- 12 Saturday Cut 5:55am eastbound trip
- 13 Saturday Cut 5:27am eastbound trip, 5:30am westbound trip, 11:50pm westbound trip
- 18 Weekday Cut 11:19pm westbound trip
- 22 Weekday Cut 12:10am southbound trip
- 87 Weekday Cut 10:55pm eastbound trip, 11:30am westbound trip
- 100 Weekday Cut 10:00am clockwise trip, 12:00am counterclockwise trip, 12:35am clockwise trip, 12:35am counterclockwise trip
- 100 Saturday Cut 11:48pm counterclockwise trip
- 100 Sunday Cut 11:48pm counterclockwise trip, 12:00am clockwise trip
- 106 Weekday Cut 4:45am counterclockwise trip, 12:39am clockwise trip, 12:40am counterclockwise trip
- 214 Weekday Cut 11:25pm westbound trip
- 355 Weekday Cut 12:14am eastbound trip, 1:05am westbound trip, 12:30am westbound trip, 1:15am eastbound trip, 12:44am eastbound trip
- 402 Weekday Cut 8:45pm northbound trip, 9:00pm southbound trip
- 404 Weekday Cut 8:07pm inbound trip
- 600 Weekday Cut 10:20pm counterclockwise trip
- 601 Weekday Cut trips before 6:00am and after 6:30pm
- 910 Weekday Cut 4:24am eastbound trip

Proposed Action

I am *recommending* approval of the May service changes.



Memorandum

March 25, 2026

To: Chairman of the Board
Board Members

From: Frank Annicaro, Chief Executive Officer

Subject: CEO Report for March 2026

As we transition into spring and close out our fiscal year, we have a strong foundation to build upon and a clear path forward. This past month provided an important opportunity to reflect on our progress, align on priorities, and reinforce our commitment to delivering results for the communities we serve.

On March 11, we hosted our annual State of CDTA, my first as CEO, bringing together employees, community partners, and elected officials. During the event, I reinforced our commitment to listening, taking action, delivering results, and driving continuous improvement. These principles are evident in CDTA's strong performance and the dedication of our workforce. We also unveiled our new vision statement, developed in partnership with the board, which sets our strategic direction moving forward.

As we approach the April 1 state budget deadline, the legislative process continues to advance. Following the release of the Senate and Assembly one-house budgets, negotiations are now underway. CDTA remains aligned with NYPTA in advocating for a 15% increase in State Transportation Operating Assistance (STOA), an additional \$100 million in non-MTA capital funding, and a \$25 upstate vehicle registration fee to support long-term, sustainable transit funding. Both differ from the governor's proposal of a 5.75% STOA increase and \$223 million in capital funding.

Despite ongoing uncertainty at the state level, we have presented a balanced FY2027 budget that shows fiscal responsibility and positions us well for the year ahead. This is a direct reflection of the diligence and commitment of both our staff and board.

As part of our commitment to continuous improvement and fiscal responsibility, we are preparing to advance Phase 3 of our service realignment. These changes are critical to maintaining financial balance while enhancing service delivery. Public outreach will begin in April, with implementation scheduled for Sunday, May 24, followed by close monitoring after the roll out.

Phases 1 and 2 have already delivered measurable results, including improved on-time performance, fewer missed trips, stronger maintenance reliability, and a reduction in customer

complaints. We will continue to build on this progress by listening to our customers and employees and taking action where it's needed.

Employee engagement remains a top priority. This month, we launched "Coffee with the CEO." We will host this in each division every other month, and it's a chance for employees to gather, foster open communication, and strengthen connections across the organization. We have also launched "Ride with the CEO." Employees requested I ride with them, and I did my first "Ride with CEO" request with an employee in Troy. It's a valuable opportunity for me to be out on the system and hear directly from employees. We also celebrated Transit Employee Appreciation Day on March 18, recognizing the dedicated individuals who keep the Capital Region moving. To mark the occasion, we distributed baseball caps featuring our refreshed values acronym, "DRIVES," as an early introduction ahead of their formal rollout on April 1.

As we move into spring, we are reinforcing both our core values and our new vision statement. These will be embedded into a refreshed performance evaluation process, ensuring alignment across the organization and a continued focus on accountability, performance, and results.

February 2026 Performance Summary

Revenue:

- Customer fares are 13.39% under budget for February and 7.02% under budget YTD.
- MRT is over budget 20.41% YTD.
- New York State Operating Assistance is 3.78% under budget YTD due to the variance between our 9% budgeted projection and the actual 4.88% enacted in the final state budget.

Expenses:

- Wages are 6.18% under budget YTD.
- Materials & Supplies are 0.16% over budget YTD.
- Purchased Transportation is 3.38% over budget YTD.
- Overall Expenses: 3.66% under budget YTD.

Overall, CDTA remains in a satisfactory budget position as we continue to drive efficiency and service rebalancing in alignment with our TDP and in response to the FY2027 budget challenges.

Ridership:

- Total Ridership (February 2026): 1.314M (-4.2% vs. February 2025)
- YTD Ridership: 16.461M (- 2.4% vs. YTD 2025)
- STAR (February 2026): 29,625 riders (+7.7%) vs. February 2025)
- FLEX (February 2026): 9,908 riders (-13.5%) vs. February 2025)
- NX (February 2026): 7,056 riders (+4.9%) vs February 2026)

Operations:

- Trip Completion Rate: 99.97%
- Accidents: 46 total; 23 preventable
- Scheduled Maintenance Compliance: 80%
- Preventive Maintenance Inspections (PMI): 99.33% on-time
- MDBSI: 41,101 miles
- Employee Availability: 91.2%

- On-Time Performance:
 - Fixed Route: 76.7%
 - STAR: 67.7% (within 10-minute window)

Customer Experience:

- Customer Comments: 173 total (67 related to STAR)
- Fixed Route Complaints: 95
- Other Complaints: 11
- Website Traffic: 693,207 page views

CEO Activity:

I continued my outreach across the Capital Region, meeting with elected officials, community leaders, and partners to strengthen relationships and explore collaboration opportunities.

February 25, 2026

I attended the Albany County Legislature Multimodal Committee Meeting with other CDTA employees and presented CDTA’s updated Transit Development Plan.

February 26, 2026

I, along with other CDTA employees, went to the Mohawk Hudson Humane Society to present a \$1,000 donation. Employees raised this money through a Puppy Bowl Squares Fundraiser.

February 27, 2026

I, along with other CDTA employees, attended the American Heart Association’s Heart Ball in support of its mission.

March 2, 2026

I did an interview with a podcast called “Stop Requested,” which explores all things transit. I discussed my career path in transit, the future of CDTA, and more.

March 3, 2026

I met with Assemblymember Angelo Santabarbara to continue to advocate for an increase in STOA funding.

March 4, 2026

I, along with other CDTA employees, met with City of Rensselaer Mayor John DeFrancesco to introduce ourselves and discuss how we can work together.

March 5, 2026

I met with Assemblymember Phil Steck to continue to advocate for an increase in STOA funding.

March 5, 2026

I attended the Center for Economic Growth Leadership Board meeting.

March 11, 2026

We hosted the annual State of CDTA event at 110 Watervliet Avenue, where we welcomed elected officials, community partners, and stakeholders to present what CDTA has accomplished this past year and how we will continue to deliver service.

March 12, 2026

I did an interview with the Times Union that was a follow-up from the State of CDTA and what CDTA is focused on heading into the new fiscal year.

March 18, 2026

I attended the Government Law Center's annual legislative series on transportation law and policy.

March 18, 2026

I met with State Senator Pat Fahy to continue to advocate for an increase in STOA funding.