

# Board of Directors Monthly Meeting

Wednesday, May 27, 2026 | 9:00am  
Board Room at 110 Watervliet Ave.

# CDTA BOARD OF DIRECTORS MEETING AGENDA

**Wednesday, May 27, 2026 | 9:00am | 110 Watervliet Ave**

<b>Item</b>	<b>Responsibility</b>	<b>Page</b>
Call to Order	Jayme Lahut	
Approve Minutes from Wednesday, March 25, 2026		3
 <b>Committee Reports: (Action Items Listed)</b>		
Board Operations Committee (05/19/26)	Jayme Lahut	
• Resolution 14 – Nomination of Officers		10
Performance Monitoring/Audit Committee (05/21/26)	Peter Wohl	
• Resolution 15 – Approve Contract for Driver Barriers		11
• Resolution 16 – Approve ITS Trailer Lease		17
• Resolution 17 – Approve Contract for Antifreeze		21
• Resolution 18 – Approve Contract for Color Destination Signs		25
• Resolution 19 – Approve Investment Policy		29
• Resolution 20 – Approve Contract for Diesel Exhaust Fluid		33
• Resolution 21 – Approve Contract for Soofa Kiosks		38
• Resolution 22 – Approve Contract for Crash Avoidance System		43
• Resolution 23 – Approve Contract for Tow Wreckers		48
• Resolution 24 – Approve Purchase of Hybrid Buses		53
• Resolution 25 – Approve Purchase of Paratransit Buses		56
Community & Stakeholder Relations Committee (05/21/26)	Jackie McDonough	
Strategic & Operational Planning Committee (05/21/26)	Jackie McDonough	
 <b>Chief Executive Officer’s Report</b>	Frank Annicaro	59
<b>Board Member Comments</b>	All	
<b>Executive Session</b>	Jayme Lahut	
• Pending Litigation		
 <b>Upcoming Meetings</b>		
June 24, 2026 at 9:00 AM via Microsoft Teams and at 110 Watervliet Ave.		
 <b>Adjourn</b>	Jayme Lahut	

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

**MINUTES OF WEDNESDAY, MARCH 25, 2026, BOARD MEETING**

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**MEMBERS PRESENT**

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

Jaclyn L. Falotico, Secretary  
Peter D. Wohl  
Jaqueline McDonough

**MEMBERS NOT PRESENT**

David M. Stackrow  
Georgeanna M. Nugent  
Patrick M. Lance

**OTHERS PRESENT**

Frank Annicaro, Chief Executive Officer  
Amanda Avery, General Counsel  
Chris Desany, Chief Operating Officer  
Patricia Cooper, Chief Financial Officer  
Jaime Kazlo, Chief of Staff  
Lance Zarcone, VP Operations  
Sarah Matrose, Internal Audit  
Gary Guy, Director of Transportation  
Jonathan Scherzer, Director of Business Dev.  
Thomas Guggisberg, Director of IT

Stacy Sansky, Director of Procurement  
Michael Williams, Director of Planning  
Calvin Young, Manager of Oper. Performance  
Richard Cordero, Director of Service Quality  
Emily DeVito, Communications Manager  
Keosha Miles, Executive Assistant

CALL TO ORDER - At 9:00 AM, Chairman Jayme B. Lahut called the meeting to order and noted a quorum was present.

APPROVAL OF THE FEBRUARY 25, 2026, BOARD MEETING MINUTES

Motion – Ms. Falotico  
Seconded – Ms. Figueroa  
Carried Unanimously

COMMITTEE REPORTS

BOARD OPERATIONS COMMITTEE - Report from Chairman Lahut

Committee met on Tuesday, March 17, 2026, at 9:16 AM via Microsoft Teams and at 110 Watervliet Ave.

Administrative Discussion Item

- We previewed March committee agendas in preparation for March’s Board meeting.
- Frank updated us on the State budget activities and STOA funding. As you know, the Governor has proposed a 5.75% boost in STOA funds while the one house budget proposals from the Assembly showed a 7.5% increase and Senate at 15%.
- Frank also told us that CDTA is supporting the Governor’s insurance fraud initiative.
- Next meeting of the Committee will be on Tuesday, April 21, 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 Thursday, March 19, 2026, at 9:00 AM at 110 Watervliet Avenue, Albany and via Microsoft Teams.

Consent Agenda Items

*Resolution 7 – 2026 - Annual Approval of Procurement Manual*

- The New York Public Authorities Law section 2879 requires that public authorities annually review their procurement guidelines.
- 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 authority hereby approves the adoption of the revised Procurement Manual.

Motion – Ms. McDonough

Seconded – Mr. Criscione

Carried Unanimously

*Resolution 8 – 2026 - Approve Contract for Bus Wash Soap*

- Bus Wash Soap is used as part of regular maintenance, and the current contract is set to expire.
- 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. Dynasty Chemical is the incumbent provider of bus wash soap and has performed satisfactorily.
- The authority hereby approves a three-year contract for the purchase of bus wash soap to be awarded to Dynasty Chemical Corp of Albany, NY for an estimated cost of \$94,047.

Motion – Ms. Figueroa

Seconded – Ms. Falotico

Carried Unanimously

*Resolution 9 – 2026 - Approve Purchase of Rail Transformer for JLB*

- 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.
- 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
- The authority hereby approves a retroactive 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.

Motion – Ms. McDonough

Seconded – Mr. Criscione

Carried Unanimously

*Resolution 10 – 2026 - Approve Contract for Bus Operator Uniforms*

- 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.
- 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.
- 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 authority hereby approves 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.

Motion – Ms. McDonough

Seconded – Ms. Figueroa

Carried Unanimously

*Resolution 11 – 2026 - Approve Federal Operating Assistance:*

- New York State Department of Transportation (NYSDOT) requires a CDTA Board resolution prior to being reimbursed for expenses incurred as part of this agreement. This resolution allows us to execute an agreement with NYSDOT to accept \$493,500 for 50% of operating assistance in Montgomery County.
- The authority hereby approves the execution of an agreement with NYSDOT to accept \$493,500 in funding.

Motion – Mr. Criscione

Seconded – Ms. Figueroa

Carried Unanimously

Administrative Discussion Item

Monthly Management (Financial) Report

**Revenues:**

- MRT revenue is 7.7% over budget for the month, and 20% over budget YTD.
- Fares are 13.39% under budget for the month and 7% under budget YTD.
- Facilities income is under budget 1% for the month and 5.8% over budget YTD.

**Expenses:**

- Wages below budget (15.4% for the month; 6.2% YTD).
- Materials and supplies are over budget 34.7% due to large bills for shelter glass cleaning and bus supplies.
- Purchased transportation is under 7% for the month, but 3.4% over budget YTD).
- Fuel continues to be under budget – 15.2% for the month and 12% YTD
- Year-to-date surplus of \$4.9M; overall satisfactory budget condition.

## Monthly Non-Financial (Performance) Report

### System-wide:

- **Ridership** decreased by 4.2% YOY and 2.4% YTD in February, continuing the gradual decline seen in recent months. Buses are running reliably — external factors are the primary driver.
- **On-time performance** improved to 76.7% in February, up 4.3% YOY, with YTD at 71.5% (+2.3%). Schedule adherence continues to strengthen despite ridership variability — we are consistently outperforming last year.

### MDBSI:

- **MDBSI** more than doubled YOY in February and is nearly four times higher YTD, reflecting significantly fewer in-service failures.
- **Preventive maintenance** compliance remains above 98% YTD and vehicle cost-per mile has decreased both monthly and year-to-date.

### Total Days Not Worked:

- **Days not worked** declined MOM from 9.73% in January to 8.77% in February, with both Maintenance and Transportation reflecting incremental improvement. However, levels remain elevated at +9.6% YOY and +7.4% YTD, with sick leave as the primary driver.

### STAR

- **Missed trips** increased 65.9% YOY and 22.9% YTD, driven largely by two bad operating days on February. Performance on all other days remained stable.
- **STAR ridership** increased 7.7% YOY and 6.9% YTD, which was caused by few days that were higher than normal. Continued growth places increasing pressure on scheduling capacity.
- On-time performance declined 11.1% YOY to 67.65%, heavily influenced by service disruptions on February 11th and 15th. Performance on all other days remained consistent.
- Customer comments increased 21.8% YOY and 53.6% YTD, reflecting higher service interaction levels.
- Next meeting of the Committee will be on Thursday, April 23, 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, March 19, 2026, at 9:55 AM at 110 Watervliet Avenue, Albany and via Microsoft Teams.

### Administrative Discussion Items

- Jonathan Scherzer gave a presentation on CDPHP *Cycle!* season 10 roll out.
- CDPHP *Cycle!* will be celebrating 10 years in operation and we are planning a big year ahead to celebrate a decade in service.
- In 2025, the program set a ridership record for the second straight year, surpassing 100,000 trips for the first time. The highest ridership partner was UAlbany, with the City of Albany yielding the highest ridership total.

- To mark the milestone anniversary, CDTA in partnership with CDPHP will be producing special anniversary branding, hosting a kick-off event, running special promotions and contests throughout the year.
- The program will add 100 new pedal bicycles and 50 new electric-assist bicycles to the fleet. The 2026 season is set to begin in early April.
- Jaime Kazlo presented the earned media and community engagement report.
- In the past month, CDTA issued three press releases, generating nine media stories across multiple outlets both local and nationally. Coverage highlighted our revamped Transit Ambassador program and our annual State of CDTA address.
- Social media engagement continues to grow across all platforms. High-performing content featured a number of employees for Transit Employee Appreciation Day, celebrated on March 18 and a post for International Women’s Day featuring many of the great women who make CDTA go!
- CDTA hosted the first State of CDTA specifically focused on employees. The event highlighted all of the new initiatives and activities that have been rolled out, including a first look at the newly updated core values and vision statement.
- CDTA participated in multiple community events this month, including the Albany St. Patrick’s Day parade, where we carried a group of seniors from Menands who participate in the parade each year.
- Upcoming events and activities include providing transportation for the NYS Department of Labor Dr. King career fair in April and our annual Bus and Maintenance Roadeo with a new family fun day added for all employees to enjoy on May 30.
- Next meeting of the Committee will be on Thursday, April 23, 2026, at 10:00 AM via Microsoft Teams and at 110 Watervliet Avenue.

STRATEGIC AND OPERATIONAL PLANNING COMMITTEE - Report from Michael Criscione  
 The Strategic and Operational Planning Committee met on Thursday, March 19, 2026, at 10:37 AM via Microsoft Teams and at 110 Watervliet Avenue.

Consent Agenda Items

*Resolution 12 – 2026 - Approve FY2027 Budget*

- Patricia Cooper presented a balanced FY2027 operating budget and five-year capital plan, developed through extensive engagement with the Committee, Board, and staff. The plan emphasizes financial discipline, service realignment, operational efficiencies, and long-term stability following the end of COVID-era funding. The FY2027 operating budget totals \$143.5 million (down 2.4% from FY2026), and the five-year capital plan totals \$278.6 million.

- State Operating Assistance assumes an 8% increase (+\$2.8 million) pending final State budget action, while Federal assistance includes \$21.9 million in Section 5307 and \$0.5 million in Section 5311 funding.
- Mortgage Recording Tax revenue increased 7.9% (+\$1.0 million) due to improved interest rate conditions, while customer revenue declined 6.9% (-\$1.5 million) reflecting ridership trends and service realignments. Other income increased \$3.1 million from higher interest earnings and strategic use of reserves.
- Wages decreased 8.1% due to service realignments and efficiency gains, while health benefits increased 13% driven by higher insurance costs and participation.
- Purchased transportation rose 5.4% from CPI adjustments and expanded STAR demand, maintenance services increased 18.9% due to additional outsourcing, and utilities increased nearly 8% from rising costs.
- Fuel and parts costs declined 7.2% and 5.5%, respectively, reflecting reduced fleet size and service miles, while professional services decreased 3.2% due to expiring contracts.
- The FY2027 capital program totals \$60 million, is fully grant-funded, and includes West Facility design and infrastructure, an Enterprise Asset Management system upgrade, mid-sized infrastructure projects, Glens Falls investments, and ongoing fleet replacements.
- The five-year capital plan (\$278.6 million) includes construction of a new West facility, ERP modernization, and continued fleet and facility investments.
- The authority hereby approves the adoption of the FY2027 Operating Budget (\$143,476,608) and the Five-Year Capital Plan (\$278,576,343).

Motion – Ms. Figueroa  
 Seconded – Ms. Falotico  
 Carried Unanimously

*Resolution 13- 2026 - Approve Proposed May Service Changes*

- Mike Williams presented the May 2026 pick as part of the ongoing service rebalancing strategy first implemented in August and November 2025, aimed at aligning service levels with ridership demand while improving fiscal sustainability. Route by route details were provided to the Committee.
- The May pick continues to focus on:
  - Reducing operating costs and addressing structural deficits.
  - Improving on-time performance and schedule reliability.
  - Preserving rider capacity, with ridership analysis confirming that remaining trips will not experience unsafe or uncomfortable loads.
- Collectively, the proposed changes are expected to reduce approximately 30,000 annual platform hours, with additional savings anticipated once final crewing efficiencies are realized.
- Service adjustments include:

- Targeted frequency reductions on a small number of higher-cost, lower-productivity routes across weekdays and weekends.
  - Minor span reductions on select routes by eliminating early morning and late-night trips that consistently carry fewer than five passengers.
  - Schedule and blocking adjustments in Schenectady, Saratoga, and Glens Falls to improve operational efficiency and reliability.
- Seasonal service changes are consistent with prior summers and include:
    - Summer reductions on college and university routes
    - Resumption of the Albany County Nature Bus
    - Seasonal operation of Saratoga Springs and Glens Falls/Lake George trolley services, including special event service
  - The May 2026 pick is scheduled to operate from May 24 through August 22, 2026, with public and stakeholder outreach planned following Board action.
  - The authority hereby approves the May 2026 service plan.

Motion – Mr. Wohl

Seconded – Ms. McDonough

Carried Unanimously

Next meeting of the Committee will be on Thursday, April 23, 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 March 2026.

UPCOMING MEETINGS

- Subject to the call of the Chair, Chairman Lahut announced the following meeting date:
  - Wednesday, April 29, 2026, at 9:00am at 110 Watervliet Avenue.

ADJOURNMENT - 9:33 AM

Motion – Mr. Wohl

Seconded – Ms. McDonough

Carried Unanimously

Respectfully submitted,

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Jacqueline McDonough, Secretary

Dated: May 27, 2026

**CAPITAL DISTRICT TRANSPORTATION AUTHORITY**

**RESOLUTION No. 14 - 2026**

Election of Officers for FY2026-2027

**WHEREAS**, Public Authorities Law § 1303(5), provides that the Capital District Transportation Authority (the “Authority”) shall select its Officers from among the members, and

**WHEREAS**, the By-laws of the Authority provide for the offices of Chairperson, Vice Chairperson, Secretary and Treasurer, to be elected annually by the Authority, and

**WHEREAS**, the nominating committee has nominated a slate of officers as follows:

Chairperson	Peter D. Wohl
Vice-chairperson	Jaclyn L. Falotico
Secretary	Jacqueline McDonough
Treasurer	Denise A. Figueroa

And,

**WHEREAS**, there are no nominations from the floor, and the members have agreed to the selection of the slate of officers by a voice vote

**NOW, THEREFORE, BE IT RESOLVED:**

1. That the nominated slate of officers is hereby selected to serve and hold their respective offices until their successors are chosen and qualify in their stead.
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 the 27<sup>th</sup> day of May, 2026.

Dated: May 27, 2026

\_\_\_\_\_  
Jacqueline McDonough, Secretary

# CAPITAL DISTRICT TRANSPORTATION AUTHORITY

## RESOLUTION No. 15 - 2026

### Approve Purchase of Driver Barriers

**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**, in August 2020, the Authority installed protective barriers on its fleet to safeguard operators and customers during the COVID-19 pandemic, and since then these barriers have become an integral part of operator safety, and

**WHEREAS**, the Authority now desires to enter into a pilot program to install full-enclosure barrier systems, in an effort designed to improve operator protection while maintaining safe vehicle operation and customer interaction, and

**WHEREAS**, the Washington-Western BRT fleet has been selected for the pilot program, due to its high visibility, consistent service patterns and dedicated operator assignments, and

**WHEREAS**, the Authority now proposes a dual-vendor pilot program, in order to retrofit 17 New Flyer articulated buses with full-enclosure barriers, which will permit the Authority to fully evaluate both types of full-enclosure barriers, and

**WHEREAS**, the two selected barrier systems are Vapor VShield, installed by The RetroFitter, and ArowGuard, Installed by New Flyer Industries, and

**WHEREAS**, a sole-source procurement is justified by the need for a comprehensive and data-driven evaluation and comparison of the available options, and

**WHEREAS**, Authority staff now recommends a sole source purchase from NFI Parts of Delaware, Ohio, in an amount not to exceed \$121,500 and a sole source purchase from The RetroFitter of Pompano Beach, Florida, in an amount not to exceed \$102,728, with a tariff contingency of \$7,848 for a total amount not to exceed \$232,076.

### **NOW, THEREFORE, IT IS RESOLVED AS FOLLOWS:**

1. The Authority hereby awards a sole source barrier contract to NFI Parts of Delaware, Ohio, in an amount not to exceed \$121,500 and a sole source barrier contract to The RetroFitter of Pompano Beach, Florida, in an amount not to exceed \$102,728, with a tariff contingency of

\$7,848 for a total amount not to exceed \$232,076, subject to compliance with all contract terms and requirements.

2. The Chief Executive Officer is hereby authorized to execute the necessary contract documents.
3. The source of funds for this purchase will be from the Washington-Western BRT Grant.
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 27th day of May, 2026.

Dated: May 27, 2026

\_\_\_\_\_  
Jacqueline McDonough, Secretary

# Capital District Transportation Authority

## Agenda Action Sheet

**Subject:** Approve Full-Enclosure Operator Barrier Pilot Program  
**Committee:** Performance Monitoring/Audit  
**Meeting Date:** April 23, 2026

### Objective of Purchase or Service:

To implement a pilot program installing full-enclosure operator barriers on our WWBRT fleet to evaluate safety, operator comfort, visibility, and overall effectiveness of full-enclosure barrier systems in a real-world operating environment.

### Summary of Staff Proposal

CDTA currently utilizes partial operator barriers; however, full-enclosure systems represent an enhanced design intended to improve operator protection while maintaining safe vehicle operation and customer interaction.

Staff proposes a structured pilot program prior to any broader deployment. The WWBRT fleet was selected for its high visibility, consistent service patterns, and dedicated operator assignments, which enable controlled evaluation and meaningful feedback.

Under this proposal, 17 New Flyer articulated buses will be retrofitted with full-enclosure barriers and placed into regular service for a 12-month evaluation period.

### Dual-Vendor Pilot Approach

To support a comprehensive and data-driven evaluation, the pilot will include two barrier systems:

- Vapor VShield (installed by The RetroFitter)
- ArowGuard (installed by New Flyer Industries)

Utilizing two vendors allows CDTA to:

- Compare design performance, ergonomics, and visibility under identical conditions
- Incorporate direct operator feedback across multiple system types
- Reduce risk prior to large-scale investment
- Ensure compatibility with the New Flyer platform
- Evaluate maintenance, durability, and lifecycle impacts

This approach aligns with CDTA's practice of piloting emerging technologies before system-wide implementation.

### Financial Summary/Cost:

Description	Unit Cost	Qty.	Extended Cost
Vapor VShield (installed by The RetroFitter)	\$10,702	9	\$96,318
Installation Support / On-Site Assistance	\$2,798	9	\$25,182
ArowGuard (installed by New Flyer Industries)	\$12,841	8	\$102,728
Tariff: 3.5%			\$7,848
Total Cost			\$232,076

The source of funds is the Washington-Western BRT grant.

### Proposed Action:

I recommend a sole-source procurement of full-enclosure barrier systems from two vendors to support the pilot program. This includes a purchase from NFI Parts of Delaware, Ohio, in an amount not to

exceed \$121,500, and a purchase from The RetroFitter of Pompano Beach, Florida, in an amount not to exceed \$102,728.

**Manager:**

David Williams, Director of Maintenance

**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:**

\$121,500      fixed      estimated      (circle one)

**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 # 2                      or                      Advertised  
 Number of Proposals/Bids Received # 2

Attach Summary of Bids/Proposals

**7. Disadvantaged Business Enterprise (DBE) involvement**

Are there known DBEs that provide this good or service?      Yes      No  
 Number of DBEs bidding/proposing                                      \_\_\_\_\_  
 DBE Certification on file?    Yes      No      Not Applicable  
 Was contract awarded to a DBE?    Yes      No  
 Number of DBE Subcontractors    0  
 DBE Subcontractor Name and Certification Type:

**8. LEGAL NAME and ADDRESS OF CONTRACTOR/VENDOR: NFI Parts**

3229 Sawmill Parkway  
Delaware, OH 43015

**8. SOURCE OF FUNDS: Washington-Western BRT Grant**

**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: April 23, 2026

**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:**

\$102,728      fixed      estimated      (circle one)

**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 # 2                      or                      Advertised  
 Number of Proposals/Bids Received # 2

Attach Summary of Bids/Proposals

**7. Disadvantaged Business Enterprise (DBE) involvement**

Are there known DBEs that provide this good or service?      Yes      No  
 Number of DBEs bidding/proposing                                      \_\_\_\_\_  
 DBE Certification on file?    Yes      No      Not Applicable  
 Was contract awarded to a DBE?    Yes      No  
 Number of DBE Subcontractors    0  
 DBE Subcontractor Name and Certification Type:

**8. LEGAL NAME and ADDRESS OF CONTRACTOR/VENDOR: The Retrofitter**

2101 NW 33<sup>rd</sup> Street Suite 700  
Pompano Beach, FL 33069

**8. SOURCE OF FUNDS: Washington-Western BRT Grant**

**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: April 23, 2026

**CAPITAL DISTRICT TRANSPORTATION AUTHORITY  
RESOLUTION No. 16 - 2026**

Authorizing Lease for ITS Trailer

**WHEREAS**, the Capital District Transportation Authority (the “Authority”) is a New York State Public Authority, operates public transportation in six counties of the Capital Region, and

**WHEREAS**, the Authority has various operational facilities, including one located in Albany, New York (the “Albany Division”), and

**WHEREAS**, at the Albany Division, certain operations are conducted out of a modular office trailer which has now reached the end of its useful life, and

**WHEREAS**, the Authority has investigated options for repairing and replacing the trailer and it has been determined to be in the best interests of the Authority to lease a new modular office trailer and remove the existing one, and

**WHEREAS**, the Authority has solicited quotes for the leased replacement of the modular unit, with Cassone Leasing Inc. submitting the lowest responsible quote with a solution best meeting the Authority’s needs, and

**WHEREAS**, the proposed one year lease includes removal of the old modular unit, as well as delivery, setup, installation and required modifications for the new trailer for a total cost not to exceed \$68,894.

**NOW, THEREFORE, IT IS RESOLVED AS FOLLOWS:**

1. The Authority is authorized to enter into an agreement with Cassone Leasing Inc. for the one year lease of a new modular office trailer, along with removal and disposal of

the old trailer, for a total cost of \$68,894, subject to compliance with the lease terms and conditions.

2. The source of funding for the first year will be FY2026 internal capital.
3. The Chief Executive Officer is hereby authorized to execute all necessary documents.
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 27<sup>th</sup> day of May, 2026.

Dated: May 27, 2026

\_\_\_\_\_  
Jacqueline McDonough, Secretary

# Capital District Transportation Authority

## Agenda Action Sheet

**Subject:** Approve Work Trailer Lease  
**Committee:** Performance Monitoring/Audit  
**Meeting Date:** April 23, 2026

**Objective of Purchase or Service:**

To authorize the lease of a new modular office trailer and the removal and disposal of the existing unit at CDTA’s Albany facility to ensure continuity of operations for ITS and Facilities staff.

**Summary of Staff Proposal**

The existing modular office trailer located at the Albany facility has developed multiple roof leaks and is no longer suitable for continued use. Repair options were evaluated; however, the cost of repairs exceeds the cost of replacement and would not provide a long-term solution. In addition, the time required to complete repairs would require relocation of ITS and Facilities staff for an extended period, creating operational disruptions and logistical challenges.

Staff solicited and reviewed three quotes for the lease and replacement of the modular unit. Cassone Leasing Inc. was determined to be the lowest responsible quote and provided a solution that closely matches the existing trailer configuration, minimizing transition impacts.

The proposed lease includes delivery, setup, installation, and necessary modifications for a 24’ x 64’ modular office unit, as well as removal and disposal of the existing structure under a separate agreement. The new unit will be installed at the current location. This approach ensures:

- Continuity of operations with minimal downtime
- A cost-effective solution compared to repair
- Reduced risk of further structural deterioration
- Elimination of temporary relocation needs for staff

**Financial Summary/Cost:**

Description	Unit Cost	Qty.	Extended Cost
Monthly lease for a modular office building	\$2,100	12	\$25,200
Delivery and installation of a modular office building	\$21,044	1	\$21,044
Removal of the existing trailer	\$22,650	1	\$ 22,650
Total Cost			\$68,894

The source of funds is FY2026 internal capital.

**Proposed Action:**

I recommend executing an agreement to lease and install a new modular work trailer and remove the existing trailer to Cassone Leasing Inc. of Ronkonkoma, N.Y. for an amount not to exceed \$68,894.

**Manager:**

David Williams, Director of Maintenance

**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:**

\$68,894      fixed      estimated      (circle one)

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 # 3                      or                      Advertised  
Number of Proposals/Bids Received # 3

Attach Summary of Bids/Proposals

7. **Disadvantaged Business Enterprise (DBE) involvement**

Are there known DBEs that provide this good or service?      Yes      No  
Number of DBEs bidding/proposing                                      \_\_\_\_\_  
DBE Certification on file?                                      Yes      No      Not Applicable  
Was contract awarded to a DBE?                                      Yes      No  
Number of DBE Subcontractors                                      0  
DBE Subcontractor Name and Certification Type:

8. **LEGAL NAME and ADDRESS OF CONTRACTOR/VENDOR:** Cassone Leasing Inc.  
1900 Lakeland Avenue  
Ronkonkoma, NY 11779

8. **SOURCE OF FUNDS:** FY26 Internal Capital

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: April 23, 2026

**CAPITAL DISTRICT TRANSPORTATION AUTHORITY**

**RESOLUTION No. 17 - 2026**

Awarding Contract for Purchase of Antifreeze

**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**, after solicitation of competitive bids for the purchase of antifreeze for its fleet of buses, one bid was received from the incumbent provider, and

**WHEREAS**, after review of pricing, the Authority has determined the proposed price of \$6.25 per gallon to be fair and reasonable and is further satisfied that the procurement was not overly restrictive, and now recommends the award of the antifreeze contract to Safety-Kleen Systems, Inc., of Norwell, MA, and

**WHEREAS**, the estimated year-one value of the contract is \$325,000 and the year-two value will be tied to the PPI for Chemicals and Allied Products, with actual costs varying based upon price and usage.

**NOW, THEREFORE, IT IS RESOLVED** as follows:

1. The Authority hereby awards a one-year antifreeze purchase contract with one optional renewal year to Safety-Kleen, Inc. of Norwell, MA, for a year one estimated contract cost of \$325,000, 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 FY2027 and FY2028 Operating Budgets.
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 27th day of May, 2026.

Dated: May 27, 2026

\_\_\_\_\_  
Jacqueline McDonough, Secretary

# Capital District Transportation Authority

## Agenda Action Sheet

**Subject:** Purchase of Antifreeze  
**Committee:** Performance Monitoring/Audit  
**Meeting Date:** April 23, 2026

### Objective of Purchase or Service:

Antifreeze is utilized as part of regular vehicle maintenance. The current contract is expiring.

### Summary of Staff Proposal:

An Invitation for Bids (IFB) was issued for the purchase of antifreeze. The IFB outlined product specifications, estimated usage, and delivery requirements. Fifteen vendors downloaded the IFB and a single bid was received. Historically CDTA has received 1-2 bids for this product based on the required product volume and delivery schedule.

The single bid was submitted by Safety Kleen, Inc (the incumbent) for a year one cost of \$6.25 per gallon. This represents a 1.6% price increase. Year 2 pricing will be tied to the Producers Price Index (PPI) for Chemicals and Allied Products. Year 2 pricing will be capped at a 5% change.

### Financial Summary/Cost:

Estimated Usage	Per Gallon Cost	Total
26,000	\$6.25	\$325,000

This purchase will be funded through the FY27 & FY28 operating budgets.

### Proposed Action:

I recommend a one-year contract with one optional renewal year for the purchase of antifreeze be awarded to Safety-Kleen Systems, Inc of Norwell, MA for an estimated cost of \$325,000. Year 2 pricing will change based on the Producers Price Index. Final costs will be determined by actual usage.

### Manager:

David Williams, Director of Maintenance





# Bid Summary



Contract Name: Antifreeze

Contract No: CDTA Maint 219-3000

Date/Time of Opening: March 9, 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: <i>Safety-Kleen Systems, Inc.</i> Address: <i>42 Longwater Drive Norwell, MA 02061</i> Contact: <i>Shaynn Mahan</i> Email: <i>bps.government@safety-kleen.com</i> Phone: <i>331.322.5284</i>	Year 1 \$6.25/gal	Alternate 1:  Alternate 2:	1 2 3 4 5	DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __
Name: Address: Contact: Email: Phone:	Year 1 Lump Sum Price:	Alternate 1:  Alternate 2:	1 2 3 4 5	DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __
Name: Address: Contact: Email: Phone:	Year 1 Lump Sum Price:	Alternate 1:  Alternate 2:	1 2 3 4 5	DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __
Name: Address: Contact: Email: Phone:	Year 1 Lump Sum Price:	Alternate 1:  Alternate 2:	1 2 3 4 5	DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __
Name: Address: Contact: Email: Phone:		Alternate 1:  Alternate 2:	1 2 3 4 5	DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __
Name: Address: Contact: Email: Phone:		Alternate 1:  Alternate 2:	1 2 3 4 5	DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ 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. 18 - 2026

### Awarding Contract for the Purchase of BRT Destination Signs

**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 the needs for both its transit operations and transportation facilities, and

**WHEREAS**, the Authority has previously procured destination signs for the BRT fleet, both monochrome and color varieties, and has determined that the color destination signs are preferable and better suited to the Authority’s operational needs, and

**WHEREAS**, the Authority now desires to retrofit and replace the existing monochrome destination signs with color destination signs provided by Luminator Technology Group of Plano, TX, and

**WHEREAS**, the Authority has determined that a sole source color destination sign contract is in the best interests of the Authority’s operations, to ensure compatibility with current equipment and control systems, and

**WHEREAS**, the Authority now desires to enter into a sole source color destination sign retrofit contract with Luminator Technology Group of Plano, TX, for an amount not to exceed \$366,346.

**NOW, THEREFORE, IT IS RESOLVED** as follows

1. The Authority hereby awards the contract for the purchase of LED Color Bus Destination Signs to Luminator Technology Group of Plano, TX, subject to compliance with all the applicable requirements including those set forth in the contract documents.
2. The source of funds for this initial phase of the project will be the Capital Funds of the Authority.
3. The Chief Executive Officer is hereby authorized to execute the necessary documents.
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 27th day of May 2026.

Dated: May 27, 2026

\_\_\_\_\_  
Jacqueline McDonough, Secretary

# Capital District Transportation Authority

## Agenda Action Sheet

**Subject:** Purchase of Color Destination Signs for BRT Fleet  
**Committee:** Performance Monitoring/Audit  
**Meeting Date:** April 23, 2026

**Objective of Purchase or Service:**

To standardize destination sign technology across the Bus Rapid Transit (BRT) fleet by retrofitting buses that currently do not have full-color destination signs. This upgrade will support operational flexibility, improve passenger information visibility, and enhance overall fleet management efficiency.

**Summary of Staff Proposal:**

CDTA’s BRT fleet currently includes buses equipped with two different destination sign technologies: full-color Luminator Spectrum signs and Twin Vision amber displays. Staff is proposing to retrofit the remaining monochrome BRT bus signs with the color signs.

Luminator’s Spectrum signs allow display colors to be adjusted to match the assigned BRT line, providing greater flexibility for bus assignments, interlining, and vehicle availability. Standardizing this technology across the BRT fleet will allow buses to be used interchangeably across routes, improve dispatch efficiency, and enhance passenger information through full-color route identification.

Staff recommends a sole-source procurement from Luminator Technology Group, the current supplier of destination sign systems throughout CDTA’s fleet. Using the existing vendor ensures compatibility with current equipment and control systems, maintains consistency across hardware and software platforms, reduces maintenance training needs, and supports a standardized spare parts inventory—avoiding the added complexity and cost of maintaining a second sign platform.

**Financial Summary/Cost:**

Description	Unit Cost	Qty.	Extended Cost
Color Spectrum Destination Sign Kits (Front, Side, Rear, Dash)	\$14,040	24	\$336,960
Days of Installation Support / On-Site Assistance	\$1,466	12	\$17,592
Tariff: 3.5%			\$11,794
Total Cost			\$366,346

The source of funds is the Washington-Western BRT grant.

**Proposed Action:**

I recommend a sole-source purchase of color Spectrum destination signs from Luminator Technology Group of Plano, TX in an amount not to exceed \$366,346.

**Manager:**

David Williams, Director of Maintenance

**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:**

\$366,346      fixed      estimated      (circle one)

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

Attach Summary of Bids/Proposals

**7. Disadvantaged Business Enterprise (DBE) involvement**

Are there known DBEs that provide this good or service?      Yes      No  
Number of DBEs bidding/proposing                                      \_\_\_\_\_  
DBE Certification on file?                                      Yes      No      Not Applicable  
Was contract awarded to a DBE?                                      Yes      No  
Number of DBE Subcontractors                                      0  
DBE Subcontractor Name and Certification Type:

**8. LEGAL NAME and ADDRESS OF CONTRACTOR/VENDOR:** Luminator Technology Group  
900 Klein Road  
Plano, TX 75074

**8. SOURCE OF FUNDS:** Washington-Western BRT Grant

**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: April 23, 2026

**CAPITAL DISTRICT TRANSPORTATION AUTHORITY**

**RESOLUTION No. 19 - 2026**

Annual Approval of Investment Policy

**WHEREAS**, the Public Authorities Law, section 2925 requires that the Authority by resolution adopt comprehensive investment guidelines which detail the Authority’s operative policy and instructions to officers and staff regarding the investing, monitoring and reporting of funds of the Authority, and

**WHEREAS**, the Investment Policy is reviewed and approved by the Authority on an annual basis, and

**WHEREAS**, after review and discussion, the Authority now recommends the adoption of the Investment Policy, as attached.

**NOW, THEREFORE BE IT RESOLVED**, that the Investment Policy for the Capital District Transportation Authority dated April 29, 2026 be approved and adopted in its entirety.

**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 27<sup>th</sup> day of May, 2026.

Dated: May 27, 2026

\_\_\_\_\_  
Jacqueline McDonough, Secretary

## **Capital District Transportation Authority Agenda Action Sheet**

**Subject:** Annual Approval of Investment Policy  
**Committee:** Performance Monitoring/Audit  
**Meeting Date:** April 23, 2026

**Objective of Purchase or Service:**

The New York State Public Authorities Law Article 9, Title 7 requires an annual approval of our Investment Policy (IP).

**Summary of Staff Proposal:**

Our investment policy details the operative policy for investing, monitoring, and reporting of funds for CDTA. Each year this committee reviews our policy and makes recommendations based on input from General Counsel and our Investment Advisor, Cerity Partners.

CDTA General Counsel reviewed the IP and appropriate laws for any changes and does not recommend any adjustments at this time. Our Investment Advisor, Cerity Partners, also reviewed the IP and does not recommend any changes.

Based on these reviews, it is recommended that we approve the attached IP for one more year.

**Financial Summary and Source of Funds:**

There is no financial impact.

**Proposed Action:**

I recommend we approve the attached Investment Policy.

**Manager:**

Patricia Cooper, Chief Financial Officer

# CAPITAL DISTRICT TRANSPORTATION AUTHORITY

## Annual Report on Investments

April 1, 2025 to March 31, 2026

During the year ended March 31, 2026, the total investment income was \$1,736,313.

During the past year, our investment vehicles were “Money Market” accounts and Now Accounts in banks doing business in New York State, and managed Investment Account in connection with Restricted Funds as explained below. All temporary excess operating cash is deposited in “Money Market” or “Now” accounts, whichever is currently earning the highest interest rate, and is withdrawn as required for operating purposes. Cash balances in operating accounts are monitored daily with banks in order to maximize the time such funds are kept in interest earning accounts.

CDTA also has five restricted cash funds which remain invested with Cerity Partners.

These restricted funds are as follows at 3/31/26:

Worker’s Compensation Self Insurance	\$ 12,214,630
Capital Projects & Local Match Reserve	\$ 13,650,089
Operating Reserve	\$ 8,988,852
Vehicle Replacement Reserve	\$ 1,069,198
Risk Management Reserve	<u>\$ 3,719,654</u>
TOTAL	\$ 39,642,423

To adhere to CDTA’s Investment Guidelines the securities purchased with the Reserve Funds were “Obligations of the United States Government or Agencies there of”. Further requirements were that all securities be of an “AAA” rating.

At 3/31/26, each Reserve account consisted primarily of U.S. Government Treasury Notes and agency obligations. The following table provides key information about each Restricted Fund Account at 3/31/26:

	WORKERS COMPENSATION	CAPITAL PROJECTS & LOCAL MATCH FUND	OPERATING RESERVE	VEHICLE REPLACEMENT	RISK MANAGEMENT
Current Market Value	\$ 12,214,630	\$ 13,650,089	\$ 8,988,852	\$ 1,069,198	\$ 3,719,654
Current Book Value	\$ 12,213,023	\$ 13,666,506	\$ 8,979,303	\$ 1,068,723	\$ 3,695,383
Average Maturity	1.89 Years	1.55 Years	0.53 Years	0.04 Years	0.23 Years
Average Yield (Long Term)	3.9 %	3.69 %	3.68 %	4.08 %	3.79 %
Average Yield (Short Term)	4.049 %	3.251 %	3.053%	3.68%	2.51 %
Interest Earned to 3/31/26	\$ 539,581	\$ 615,591	\$ 545,528	\$ 43,273	\$ 155,140

Beginning in fiscal year 1999, all interest income earned on the above Reserve Accounts was maintained in the respective accounts and the fees paid to Cerity Partners totaled \$ 44,412 for fiscal year 2026

During the year \$ 10,312,500 was taken from the Operating Reserve Fund and \$ 0 was added to the Operating Reserve Fund.

During the year \$ 0 was taken from the Capital Projects & Local Match Fund and \$ 0 was added to the Capital Projects & Local Match Fund.

During the year \$ 0 was taken from the Vehicle Replacement fund and \$ 0 was added to the Vehicle Replacement fund.

During the year \$ 2,637,708 was added to the Worker's Compensation Fund during the year to cover payment of claims and \$0 was taken.

During the year \$ 0 was taken from the Risk Management fund and \$ 0 was added.

The balance of the Investment Income of \$349,685 was earned on deposits in Money Market and Now and Checking Accounts.

These accounts were always collateralized 100% or more, by the bank involved. The collateral was held in joint custody accounts in third party banks mutually agreeable to CDTA. The five fund accounts managed by Cerity Partners were not collateralized since the securities in both accounts are specific U.S. Treasury obligations backed by the U.S. Government.

CAPITAL DISTRICT TRANSPORTATION AUTHORITY

**RESOLUTION No. 20 - 2026**

Approve Contract for Diesel Exhaust Fluid (DEF)

**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 purchases designed to provide the necessary goods for its transportation operations, and

**WHEREAS**, the Authority requires diesel exhaust fluid for its operations, in order to reduce harmful emissions, and

**WHEREAS**, after solicitation of competitive bids for the purchase of diesel exhaust fluid, three bids were received, and

**WHEREAS**, after review, the Authority has determined that the lowest responsive and responsible bid was received from Emerson Oil Co., LLC of Rochester, New York, for an initial price of \$2.49 per gallon, and

**WHEREAS**, Authority staff recommends awarding a one-year Diesel Exhaust Fluid contract with one optional renewal year to Emerson Oil Co., LLC of Rochester, New York, for an estimated year 1 cost of \$438,240, with future pricing adjusted quarterly due to price fluctuations and final cost determined by actual usage, and

**NOW, THEREFORE, IT IS RESOLVED** as follows:

1. The Authority hereby awards a one-year Diesel Exhaust Fluid contract with one optional renewal year to Emerson Oil Co., LLC of Rochester, New York, for an estimated year 1 cost of \$438,240 with future pricing adjusted quarterly, subject to compliance with all the applicable requirements including those set forth in the contract documents.
2. Authority Staff is hereby authorized to execute the necessary documents.
3. The source of funds shall be the FY27 & FY28 Operating Budgets.
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 the 27th day of May, 2026.

Dated: May 27, 2026

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Jacqueline McDonough, Secretary

# Capital District Transportation Authority

## Agenda Action Sheet

**Subject:** Purchase of Diesel Exhaust Fluid  
**Committee:** Performance Monitoring/Audit  
**Meeting Date:** May 20, 2026

### Objective of Purchase or Service:

Diesel Exhaust Fluid (DEF) is used in diesel engines to reduce harmful emissions. Previously CDTA purchased this at market price. To secure cost stability a competitive procurement was undertaken.

### Summary of Staff Proposal:

An Invitation for Bids (IFB) was issued for the purchase of DEF. The IFB outlined product specifications, estimated usage, and delivery requirements. Fifteen vendors downloaded the IFB and three bids were received.

The lowest responsive and responsible bid was submitted by Emerson Oil Co, LLC of Rochester, New York (the current provider) for an initial price of \$2.49 per gallon. This represents a 26% increase from CDTA's last purchase price a few months ago, but a 43% decrease from the current market price.

Because DEF pricing is extremely volatile, future pricing may be adjusted quarterly and will be tied to the Urea FOB US Gulf (New Orleans) barge pricing as DEF is largely made up of urea. If this market pricing becomes unavailable the Producers Price Index for Chemicals and Allied Products will be utilized. This is a common practice in DEF purchase and still provides some stability against daily price fluctuations.

### Financial Summary/Cost:

Estimated Usage	Per Gallon Cost	Total
88,000/per year	\$2.49	\$438,240

This purchase will be funded through the FY27 & FY28 operating budgets.

### Proposed Action:

I recommend a one-year contract with one optional renewal year for the purchase of Diesel Exhaust Fluid be awarded to Emerson Oil Co, LLC of Rochester, New York for an estimated cost of \$438,240. Quarterly pricing may change based on the Urea Index. Final costs will be determined by actual usage.

### Manager:

David Williams, Director of Maintenance

**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:**

\$438,240 fixed    estimated (circle one)

**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 # 15                      or                      Advertised  
 Number of Proposals/Bids Received # 3

Attach Summary of Bids/Proposals

**7. Disadvantaged Business Enterprise (DBE) involvement**

Are there known DBEs that provide this good or service?    Yes    No  
 Number of DBEs bidding/proposing                              0  
 DBE Certification on file?    Yes    No    Not Applicable  
 Was contract awarded to a DBE?                                      Yes    No  
 Number of DBE Subcontractors                                      0  
 DBE Subcontractor Name and Certification Type:

**8. LEGAL NAME and ADDRESS OF CONTRACTOR/VENDOR:** Emerson Oil Co, LLC  
545 Lyell Ave  
Rochester, NY 14606

**8. SOURCE OF FUNDS:** Operating Budget

**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: May 20, 2026



# Bid Summary



Contract Name: Diesel Exhaust Fluid (DEF)

Contract No: CDTA Maint 224-3000

Date/Time of Opening: 20-Apr-26

Bidder Contact Information	Base Bid/Lump Sum Price	Bid Alternate- If Applicable	Subcontractors If known/as applicable (Names only)	DBE/MWBE/SDVOB Status
Name: <i>Emerson Oil Co, LLC</i> Address: <i>545 Lyell Ave Rochester, NY 14606</i> Contact: <i>Christopher Ciafo</i> Email: <i>sales@emersonoil.com</i> Phone: <i>800.777.9200</i>	Year 1 Price: \$2.49/gal	Alternate 1:  Alternate 2:	1 2 3 4 5	DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __
Name: <i>Safilube Industries LLC</i> Address: <i>3600 Rt 66 Suite 150 Neptune, NJ 07753</i> Contact: <i>Chris Duran</i> Email: <i>info@safilube.com</i> Phone: <i>845.542.0495</i>	Year 1 Price: \$2.72/gal	Alternate 1:  Alternate 2:	1 2 3 4 5	DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __
Name: <i>Mansfield Oil Co of Gainesville, Inc.</i> Address: <i>1025 Airport Parkway SW Gainesville, GA 30501</i> Contact: <i>Karl Arensdorf</i> Email: <i>mocbids@mansfieldoil.com</i> Phone: <i>1.800.695.6626</i>	Year 1 Price: \$2.69/gal	Alternate 1:  Alternate 2:	1 2 3 4 5	DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __
Name: Address: Contact: Email: Phone:	Year 1 Lump Sum Price:	Alternate 1:  Alternate 2:	1 2 3 4 5	DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __
Name: Address: Contact: Email: Phone:		Alternate 1:  Alternate 2:	1 2 3 4 5	DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __
Name: Address: Contact: Email: Phone:		Alternate 1:  Alternate 2:	1 2 3 4 5	DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ DBE __ MBE __ WBE __ SDVOB __ 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. 21 - 2026**

Approve Sole Source Contract for Soofa Kiosks

**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 the needs for both its transit operations and transportation facilities, and

**WHEREAS**, the Authority desires to purchase information kiosks for installation along the Washington-Western Bus Rapid Transit (WWBRT) Purple Line, and

**WHEREAS**, the on-street information kiosks provide customers, employees, and partners with real-time information, emergency alerts, and public messaging to support both CDTA and local communities, and

**WHEREAS**, since 2021 nine kiosks have been successfully deployed on-street and the Authority has been very satisfied with the quality of services and high availability of the kiosk product, and

**WHEREAS**, the Authority recommends a sole source purchase from Changing Environments Inc. for seventeen (17) digital color information kiosks that use 100% solar power to deliver reliable and cost effective on-street information with digital advertising, five years of ongoing maintenance and support including up to three screen replacements each year, and

**WHEREAS**, Authority staff has determined that the cost is justified by similar vendors and is fair and reasonable pricing for this purchase, and

**WHEREAS**, the Authority desires to enter into a sole source contract for the purchase of seventeen (17) ) digital color information kiosks to Changing Environments Inc. of Cambridge, Massachusetts, for an amount not to exceed \$867,350.

**NOW, THEREFORE, IT IS RESOLVED** as follows:

1. The Authority hereby awards a five-year contract for the purchase of seventeen (17) digital color information kiosks to Changing Environments Inc. of Cambridge, Massachusetts, for an amount not to exceed \$867,350, subject to compliance with all the applicable requirements including those set forth in the contract documents.

2. The Chief Executive Officer is hereby authorized to execute the necessary documents.
3. This purchase is funded through our WWBRT Federal Grant Program.
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 27th day of May 2026.

Dated: May 27, 2026

\_\_\_\_\_  
Jacqueline McDonough, Secretary

# Capital District Transportation Authority

## Agenda Action Sheet

**Subject:** Approve Purchase of On-Street Information Kiosks  
**Committee:** Performance Monitoring/Audit  
**Meeting Date:** May 21, 2026

### **Objective of Purchase or Service:**

To purchase information kiosks for installation along the Washington-Western Bus Rapid Transit (WWBRT) Purple Line.

### **Summary of Staff Proposal:**

On-street information kiosks are one of several intelligent transportation systems (ITS) technologies available for customers along CDTA's Bus Rapid Transit (BRT) lines. The primary benefits of on-street information kiosks are to provide customers, employees, and partners with real-time information, emergency alerts, and public messaging to support both CDTA and local communities.

This sole source purchase from Changing Environments Inc. is for seventeen digital color information kiosks along the Washington/Western BRT purple line. Changing Environments offers a unique kiosk solution that employs the use of 100% solar power to deliver a reliable and cost effective on-street information kiosk. Installations require no trenching, wiring, or connection to the electrical grid. With nine Changing Environments kiosks successfully deployed on-street and at each of the CDTA operating divisions since 2021, CDTA has been very satisfied with the quality of services and the high availability of the Changing Environments kiosk product.

This sole source purchase of equipment and services is based on several important considerations. Most importantly, Changing Environments is the only local provider of solar powered, digital color information kiosks that operate via a fully hosted, cloud-based, revenue sharing advertising platform. Every sign also features integrated sensors to collect anonymized real-time, pedestrian data to better optimize public spaces and transit stop locations. In addition, Changing Environments uniquely satisfies CDTA's requirements by displaying GTFS-RT transit data, social media feeds including Facebook and X, and customized messaging for CDTA, local communities, partners, and stakeholders. This purchase also includes digital advertising, five years of ongoing maintenance and support including up to three screen replacements each year.

Additional reasons to support this sole source recommendation include:

- Changing Environments has installed over 180 signs in over 60 cities across 20 states for various government, business, and public transit organizations.
- With over 75 transit-specific installations, Changing Environments has fully satisfied CDTA's power, weather and temperature resilience, cellular communications, cloud-based content management, and data content sourcing standards including GTFS-RT, social media, and local news.
- Utilizing this vendor will require no third-party integration or customization, which reduces the risk inherent in custom third-party vendor development.
- We have documentation on file noting how the cost is justified by similar vendors and project requirements, which confirms fair and reasonable pricing for this purchase.

**Financial Summary/Cost:**

<b>Description</b>	<b>Cost</b>
75" Color Signs	\$510,000
Maintenance Support Services	\$142,500
Software Licensing	\$136,000
Supplemental Services (10%)	\$78,850
<b>Total Five Year Cost:</b>	<b>\$867,350</b>

This is funded through our WWBRT Federal Grant program.

**Proposed Action:**

I am requesting that a five-year contract be awarded to Changing Environments Inc. of Cambridge, Massachusetts for an amount not to exceed \$867,350.

**Manager:**

Thomas Guggisberg, Senior Director of Information Technology

**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:**

\$867,350      fixed      estimated      (circle one)

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

Attach Summary of Bids/Proposals

**7. Disadvantaged Business Enterprise (DBE) involvement**

Are there known DBEs that provide this good or service?      Yes      No  
 Number of DBEs bidding/proposing                                      \_\_\_\_\_  
 DBE Certification on file?    Yes      No      Not Applicable  
 Was contract awarded to a DBE?    Yes      No  
 Number of DBE Subcontractors    0  
 DBE Subcontractor Name and Certification Type:

**8. LEGAL NAME and ADDRESS OF CONTRACTOR/VENDOR:** Changing Environments, Inc.  
24 Thorndike St Suite 2  
Cambridge, MA 02141

**8. SOURCE OF FUNDS:** WWBRT Federal Grant

**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: May 20, 2026

**CAPITAL DISTRICT TRANSPORTATION AUTHORITY**

**RESOLUTION No. 22 - 2026**

Approve Contract for Crash Avoidance System

**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 desires to conduct a pilot program installing a collision avoidance system on 17 New Flyer articulated buses operating on BRT lines to evaluate the feasibility, design effectiveness, operational functionality and overall safety benefits of advance collision avoidance technology, and

**WHEREAS**, the Mobileye Shield+ collision avoidance system uses advanced vision-based artificial intelligence technology widely deployed in OEM automotive applications and specifically adapted for transit use, and

**WHEREAS**, the system includes telematics capabilities that allow the Authority to review sensor activity and analyze roadway conditions encountered during operation, and

**WHEREAS**, the results of the pilot program will allow the Authority to determine whether collision avoidance technology should be considered for future fleet retrofits or included in future bus purchases, and

**WHEREAS**, a sole source contract is justified by the unique and proprietary nature of the system and its integration within the transit bus environment, and

**WHEREAS**, Authority staff recommends a sole source contract for the Rosco Vision Mobileye Shield+ collision avoidance system, including installation services, in order to conduct a 12-month pilot evaluation on 17 New Flyer articulated buses, from Rosco Collision Avoidance, LLC of Jamaica, New York, at a cost not to exceed \$314,308.

**NOW, THEREFORE, IT IS RESOLVED** as follows:

1. The Authority hereby awards a sole source contract of the Rosco Vision Mobileye Shield+ collision avoidance system, including installation services, to conduct a pilot evaluation on 17 New Flyer articulated buses to Rosco Collision Avoidance, LLC of Jamaica,

New York, at a cost not to exceed \$314,308, subject to compliance with all contract terms and requirements.

2. The Chief Executive Officer is hereby authorized to execute the necessary contract documents.
3. The source of funds is from the WWBRT Grant.
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 27th day of May, 2026.

Dated: May 27, 2026

\_\_\_\_\_  
Jacqueline McDonough, Secretary

# Capital District Transportation Authority

## Agenda Action Sheet

**Subject:** Collision Avoidance System Pilot Program  
**Committee:** Performance Monitoring/Audit  
**Meeting Date:** May 21, 2026

### **Objective of Purchase or Service:**

To conduct a pilot program installing a collision avoidance system on 17 New Flyer articulated buses operating on our premium Bus Rapid Transit (BRT) lines to evaluate the feasibility, design effectiveness, operational functionality, and overall safety benefits of advanced collision avoidance technology.

### **Summary of Staff Proposal:**

Safety for operators and the public remain one of CDTA's highest priorities. As urban environments become increasingly complex, transit vehicles must operate safely around pedestrians, cyclists, and other vehicles in high-density traffic conditions.

To enhance safety awareness and reduce the risk of collisions involving vulnerable road users, staff proposes conducting a controlled pilot program using the Mobileye Shield+ collision-avoidance system from Rosco Vision Systems. Rosco Collision Avoidance is the exclusive Mobileye Shield+ partner for the transit market in North America.

The proposed system utilizes multiple vision sensors mounted around the vehicle to detect pedestrians, cyclists, and surrounding vehicles and provide visual and audible alerts to the operator when potential collision risks are identified.

Key system capabilities include:

- Pedestrian and cyclist detection around the vehicle
- Forward collision, lane departure, and headway monitoring warning alerts
- Speed limit indication and safety alerts
- External pedestrian warning alerts during turning movements

Under this proposal, 17 New Flyer articulated buses operating on one of CDTA's premium Bus Rapid Transit lines will be equipped with the Rosco Mobileye Shield+ system. These vehicles will operate in normal passenger service and be evaluated over a twelve-month period.

### **Pilot Program Evaluation**

The pilot program will evaluate several key factors, including:

- Operator awareness and response to collision alerts
- System effectiveness in detecting pedestrians, cyclists, and vehicles
- Operator comfort and usability of the system interface
- Frequency and accuracy of alerts in real operating conditions
- Impact on safe vehicle operation and driving behavior
- Maintenance requirements and system durability
- Telematics data and system diagnostics

The system also includes telematics capabilities that allow CDTA to review sensor activity and analyze roadway conditions encountered during operation.

The results of this pilot will allow CDTA to determine whether collision avoidance technology should be considered for future fleet retrofits or included in future bus procurements.

## Sole Source Justification

Staff recommends sole-source procurement from Rosco Collision Avoidance, LLC, given the unique and proprietary nature of the Mobileye Shield+ system and its integration within the transit bus environment. Rosco is the exclusive provider and authorized integrator of the Mobileye Shield+ system for the transit market, with no equivalent alternative identified that offers the same combination of front- and side-monocular vision-based pedestrian and cyclist detection, specifically designed for large transit vehicles.

Unlike other systems, which have limitations in detecting “soft” objects such as pedestrians and cyclists, the Mobileye system uses advanced vision-based artificial intelligence technology widely deployed in OEM automotive applications and specifically adapted for transit use.

This sole-source approach is appropriate and justified, as it enables CDTA to efficiently evaluate a specialized, transit-specific safety system before determining whether to pursue a broader competitive procurement.

## Financial Summary/Cost:

Description	Unit Cost	Qty.	Extended Cost
Mobileye Shield+4 Collision Avoidance with APAS system	\$14,250	17	\$242,250
Installation Services	\$3,590	17	\$61,030
Delivery	\$150	17	\$2,550
Contingency for Tariffs: 3.5%	\$498.75	17	\$8,478.75
Total Cost			\$314,308.75

The source of funds is the WWBRT Grant.

## Proposed Action:

I recommend the sole-source procurement of the Rosco Vision Mobileye Shield+ collision avoidance system and installation services to conduct a pilot evaluation on 17 New Flyer articulated buses, at a cost not to exceed \$314,308.75

## Manager:

David Williams, Director of Maintenance



# CAPITAL DISTRICT TRANSPORTATION AUTHORITY

## RESOLUTION No. 23 - 2026

### Approve Single Bid Contract for Tow Wreckers

**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**, due to the current aging and outdated towing equipment, the Authority desires to purchase two tow wreckers that meet industry standards for safety and performance, and

**WHEREAS**, the Authority has solicited competitive bids for the purchase of one medium-duty wrecker and one heavy-duty wrecker sufficient to manage the maintenance needs of its fleet of vehicles, and

**WHEREAS**, the Authority has received a single bid from Northeast Wrecker Sales of Albany, NY, for a total cost of \$826,219.75, and

**WHEREAS**, Authority staff has determined that the bid of Northeast Wrecker Sales is fair and reasonable based upon similar purchases, and

**WHEREAS**, Authority staff recommends the purchase of one medium-duty wrecker and one heavy-duty wrecker from Northeast Wrecker Sales of Albany, New York, for a total amount not to exceed \$826,220 inclusive of contingency.

**NOW, THEREFORE, IT IS RESOLVED** as follows:

1. The Authority hereby awards the purchase of one medium-duty wrecker and one heavy-duty wrecker to Northeast Wrecker Sales of Albany, New York, for an amount not to exceed \$826,220, subject to compliance with all the applicable requirements including those set forth in the contract documents.
2. The Chief Executive Officer is hereby authorized to execute the necessary documents.
3. The source of funds for this purchase is from the FY27 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 27th day of May, 2026.

Dated: May 27, 2026

\_\_\_\_\_  
Jacqueline McDonough, Secretary

# Capital District Transportation Authority

## Agenda Action Sheet

**Subject:** Purchase of Heavy-Duty and Medium-Duty Wreckers  
**Committee:** Performance Monitoring/Audit  
**Meeting Date:** May 21, 2026

### Objective of Purchase or Service:

The Maintenance Department supports a diverse fleet operating across multiple counties in the Capital District, requiring reliable towing and recovery capabilities to maintain service continuity. As fleet complexity has increased, existing towing equipment has become limited due to age and capability.

This procurement supports CDTA's state-of-good-repair goals by replacing outdated equipment with modern medium- and heavy-duty wreckers, improving emergency response and overall fleet support. The new equipment will enhance CDTA's ability to safely recover disabled vehicles, reduce response times, and ensure staff have tools that meet current industry standards for safety and performance.

### Summary of Staff Proposal:

Staff is recommending the purchase of one medium-duty wrecker and one heavy-duty wrecker from Northeast Wrecker Sales of Albany, New York, through the competitive procurement process. The proposed equipment includes a Century 2465 integrated medium-duty wrecker mounted on an International CV515 chassis and a Century 7035 heavy-duty integrated wrecker mounted on an International HV615 chassis.

The medium-duty wrecker will provide towing and recovery support for non-revenue vehicles, support trucks, paratransit vehicles, and FLEX service vehicles.

### Key Features Include:

- 24,000 lb. boom capacity
- 20,000 lb. tow rating
- Dual 12,000 lb. planetary winches
- Aluminum modular body with integrated storage compartments
- Dual rear camera system and LED work lighting to enhance operator safety during recovery operations

The heavy-duty wrecker is specifically designed to support transit bus recovery operations, including CDTA's 40-foot Gillig buses, New Flyer articulated buses, and battery-electric buses.

### Key Features Include:

- 70,000 lb. boom capacity
- 80,000 lb. tow rating
- Dual 35,000 lb. planetary winches
- Coach/low-rider configuration specifically designed for transit bus recovery operations
- Hydraulic outriggers and stabilizers for safe heavy recovery operations
- Wireless remote operation, LED work lighting, and multiple recovery attachments to support versatile field operations

Staff determined that the pricing submitted by Northeast Wrecker Sales was fair and reasonable based on the specifications provided, current market conditions, and the specialized nature of transit recovery equipment.

### Financial Summary/Cost:

Description	Unit Cost	Qty.	Extended Cost
Medium-Duty Wrecker	\$219,961.71	1	\$219,961.71
Heavy-Duty Wrecker	\$531,147.15	1	\$531,147.15
Contingency for Tariffs: 10%	\$75,110.89	1	\$75,110.89
Total Cost			\$826,219.75

The source of funds is the FY27 Capital Plan.

**Proposed Action:**

I recommend the purchase of one heavy-duty wrecker and one medium-duty wrecker from Northeast Wrecker Sales of Albany, New York, for a total amount not to exceed \$826,219.75, inclusive of contingency.

**Manager:**

David Williams, Director of Maintenance

**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:**

          \$ 826,219.75           fixed                estimated                (circle one)

**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 #   5    
Number of Proposals/Bids Received #   1  

Attach Summary of Bids/Proposals

**7. Disadvantaged Business Enterprise (DBE) involvement**

Are there known DBEs that provide this good or service?      Yes        No    
Number of DBEs bidding/proposing                                        0    
DBE Certification on file?                                      Yes      No        Not Applicable    
Was contract awarded to a DBE?                                      Yes        No    
Number of DBE Subcontractors                                        NA  

**8. LEGAL NAME and ADDRESS OF CONTRACTOR/VENDOR:**   Northeast Wrecker Sales    
  9 Apollo Drive    
  Albany, NY 12205  

**8. SOURCE OF FUNDS:**   FY27 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:   May 20, 2026

**CAPITAL DISTRICT TRANSPORTATION AUTHORITY**

**RESOLUTION No. 24 - 2026**

Approve Sole Source Purchase of Hybrid Buses

**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 make various capital purchases, designed to provide the necessary equipment to meet its transportation objectives, and

**WHEREAS**, the Authority’s fleet replacement program is designed to ensure a safe, reliable and cost-effective fleet when vehicles have reached the end of their useful life, and

**WHEREAS**, the hybrid buses represent a practical and strategic bridge transitioning from conventional diesel buses to diesel-electric hybrid buses aligning with the Authority’s long-term sustainability goals while maintaining operational flexibility, and

**WHEREAS**, Authority staff recommends a sole source contract for the purchase of ten (10) 40-foot hybrid buses from New Flyer of America, Inc. of Winnipeg, MB Canada, to support the Authority’s fleet replacement, for an amount not to exceed \$14,062,471, with delivery anticipated for late summer of 2027.

**NOW, THEREFORE, IT IS RESOLVED** as follows:

1. The Authority hereby awards the purchase of ten (10) 40-foot hybrid buses from New Flyer of America, Inc. of Winnipeg, MB Canada, for an amount not to exceed \$14,062,471, subject to compliance with all the applicable requirements including those set forth in the contract documents.
2. The Chief Executive Officer is hereby authorized to execute the necessary documents.
3. The source of funds for this purchase is a Federal Transit Administration Low or No Emission Vehicle Program grant.
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 27th day of May, 2026.

Dated: May 27, 2026

\_\_\_\_\_  
Jacqueline McDonough, Secretary

**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:**

\$14,062,471 fixed      estimated      (circle one)

**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 Received # 1

Attach Summary of Bids/Proposals

**7. Disadvantaged Business Enterprise (DBE) involvement**

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

**Transit Vehicle Manufacturers are required to have an approved  
DBE program on file with FTA.**

**8. LEGAL NAME and ADDRESS OF CONTRACTOR/VENDOR: New Flyer of America, Inc.**

**711 Kernaghan Ave**  
**Winnipeg, MB Canada**

**8. SOURCE OF FUNDS: FTA Low or No Emission Grant**

**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: May 20, 2026

**CAPITAL DISTRICT TRANSPORTATION AUTHORITY**

**RESOLUTION No. 25 - 2026**

Approve Purchase of Paratransit Buses

**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 Capital Improvement plan of the Authority calls for the replacement of paratransit buses which have reached the end of their useful lives, and

**WHEREAS**, by way of Resolution 03-2022, the Authority awarded a competitively-bid paratransit bus contract to Coach & Equipment Bus Sales of Penn Yan, New York, and

**WHEREAS**, the Authority desires to purchase of six (6) paratransit vehicles to replace paratransit vehicles which have reached the end of their useful life and six (6) expansion vehicles to support service growth, improve scheduling flexibility and enhance service reliability, and

**WHEREAS**, the price per vehicle is \$156,348, plus a 10% contingency for tariffs for a total amount not to exceed \$2,063,796, with delivery anticipated in May 2027.

**NOW, THEREFORE, IT IS RESOLVED as follows:**

1. The Authority hereby awards the purchase of twelve (12) paratransit vehicles from Coach & Equipment Bus Sales of Penn Yan, New York, plus a 10% contingency for tariffs for a total amount not to exceed \$2,063,796, 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 is the FY27 Capital Plan.
4. 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 27th day of May, 2026.

Dated: May 27, 2026

\_\_\_\_\_  
Jacqueline McDonough, Secretary

# Capital District Transportation Authority

## Agenda Action Sheet

**Subject:** Purchase of Paratransit Buses  
**Committee:** Performance Monitoring/Audit  
**Meeting Date:** May 21, 2026

### Objective of Purchase or Service:

The current fleet replacement plan calls for annual vehicle purchases and the retirement of vehicles that have reached the end of their useful life (5 years/150,000 miles). This procurement supports state-of-good-repair initiatives and planned service expansion, ensuring the fleet remains reliable, safe, and aligned with increasing operational demand.

In addition, this purchase will help maintain an appropriate spare ratio, reduce unscheduled maintenance associated with aging vehicles, and support consistent service delivery for STAR paratransit services across the service area.

### Summary of Staff Proposal:

In 2022, the Board awarded a five-year contract to Coach and Equipment Bus Sales. As part of this contract, staff is recommending the purchase of twelve paratransit vehicles, consisting of:

- Six replacement vehicles for units that have reached the end of their useful life
- Six expansion vehicles to support service growth, improve scheduling flexibility, and enhance service reliability

The vehicles will be built on a Ford E-350 cutaway chassis and configured specifically for paratransit service.

### Key Technical Specifications Include:

- 7.3L V8 gasoline engine providing reliable performance and ease of maintenance
- Full bus wrap with exterior and interior graphics for consistent branding and customer experience
- Wheelchair accessibility:
  - Rear-mounted wheelchair lift rated at 1,000 lbs
  - Capacity for four wheelchair positions with Q'Straint securement systems
- Passenger capacity: up to twelve ambulatory passengers
- Climate control systems designed for passenger comfort in all conditions

These vehicles are built to meet ADA requirements while maintaining passenger safety, comfort, and operational efficiency. The standardized configuration also supports maintenance efficiency, parts commonality, and technician familiarity.

This purchase is consistent with CDTA's long-term fleet strategy to balance fleet age, improve reliability, and maintain adequate vehicle availability. It also reduces lifecycle costs by minimizing major repairs associated with older vehicles.

The proposed pricing reflects a 5% increase over the prior year, consistent with current market conditions, material costs, and industry-wide pricing trends.

Upon Board approval, a purchase order will be issued immediately, with delivery anticipated in May 2027.

**Financial Summary/Cost:**

Description	Unit Cost	Qty.	Extended Cost
2028 Ford E350 Cutaway Van. Delivery Included	\$156,348.18	12	\$1,876,178.16
Contingency for Tariffs: 10%	\$15,634.81	12	\$187,617.81
Total Cost			\$2,063,795.98

The source of funds is the FY27 Capital Plan.

**Proposed Action:**

I recommend purchasing twelve paratransit vehicles for our paratransit service from Coach and Equipment Bus Sales of Penn Yan, New York, for a total amount not to exceed \$2,063,796, inclusive of contingency.

**Manager:**

David Williams, Director of Maintenance



## Memorandum

May 27, 2026

To: Chairman of the Board  
Board Members

From: Frank Annicaro, Chief Executive Officer

Subject: CEO Report for May 2026

This report period has been marked by both reflection and progress for CDTA. As an organization, we experienced the untimely and unexpected loss of retired CEO Carm Basile, whose passing has left our organization, our region, and the public transportation industry in mourning. Carm dedicated more than 43 years to CDTA, including 15 years as Chief Executive Officer, and his leadership transformed this organization into a nationally recognized transit system known for innovation, strategic growth, and customer-focused service.

Carm's legacy lives on in every aspect of what CDTA is today. His vision, passion, and unwavering commitment to public transportation helped build the strong foundation upon which we continue to grow. While he will be deeply missed, his influence will continue to guide our work for years to come. Personally, his passing has reinforced my profound sense of privilege and responsibility in leading this organization and carrying forward the innovation, integrity, and dedication that Carm embodied throughout his career.

On May 12, 2026, I also had the opportunity to reflect on my first anniversary as CEO of CDTA. Over the past year, I have developed an even greater sense of respect, camaraderie, and appreciation for this organization, our employees, this board, and the Capital Region communities we proudly serve. Together, we have accomplished a tremendous amount in a relatively short period of time.

Over the past year, this board and the CDTA team successfully addressed a significant FY2026 budget deficit while adopting a balanced FY2027 budget that positions the organization for long-term sustainability. We adopted and began implementing a new Transit Development Plan that has already delivered measurable qualitative and quantitative benefits across our system. We also established a new vision statement and introduced a refreshed set of core values that are helping shape the future culture of our organization.

In addition, we stabilized workforce hiring efforts, successfully secured and were awarded more than \$32 million in competitive Federal Transit Administration grants, launched a new employee recognition program focused on workforce engagement, and implemented a fare compliance campaign that has already delivered measurable results throughout the system.

As we move decisively into fiscal year 2027, we are also preparing to launch a new performance evaluation framework centered around the success outcomes and accountability measures adopted by this organization. While uncertainty surrounding the New York State budget process remains, I am confident that we have established the operational and financial framework necessary to remain stable, adaptable, and prepared regardless of the final budget outcome.

The accomplishments of the past year are a direct reflection of the dedication and professionalism of the entire CDTA team, as well as the continued leadership and support of this board. Together, we are positioning CDTA for continued success while honoring the legacy of those who helped shape this organization into what it is today.

### **April 2026 Performance Summary**

#### **Revenue:**

- Customer fares are 4.65% over budget.
- MRT is under budget 1.79%.
- Facilities income is 6.66% over budget.

#### **Expenses:**

- Wages are 2.42% under budget YTD.
- Materials & Supplies are 75.47% over budget YTD.
- Purchased Transportation is 1.25% over budget.
- Overall Expenses: 2.61% 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 (April 2026): 1.596M (-2.1% vs. April 2025)
- YTD Ridership: 1.596M (- 2.1% vs. YTD 2026)
- STAR (April 2026): 33,464 riders (-0.1% vs. April 2025)
- FLEX (April 2026): 11,101 riders (-7.6% vs. April 2025)
- NX (April 2026): 9,337 riders (+19.5% vs April 2025)

#### **Operations:**

- Trip Completion Rate: 99.95%
- Accidents: 34 total; 18 preventable
- Scheduled Maintenance Compliance: 83.8%
- Preventive Maintenance Inspections (PMI): 100% on-time
- MDBSI: 29,623 miles
- Employee Availability: 90.91%
- On-Time Performance:
  - Fixed Route: 75.8%
  - STAR: 67.6% (within 10-minute window)

#### **Customer Experience:**

- Customer Comments: 251 total (95 related to STAR)
- Fixed Route Complaints: 147

- Other Complaints: 9
- Website Traffic: 682,528 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.

**May 4, 2026**

I, along with other CDTA employees, toured the Northeastern Association of the Blind at Albany to learn more about the organization and how CDTA can partner with them.

**May 5, 2026**

I was interviewed by a group of transit professionals that are participating in APTA's Leadership Program regarding organizational framework and personal strategies.

I, along with other CDTA employees, attended Donate Life's event 'Life in Full Bloom.'

**May 6, 2026**

I, along with several CDTA employees, attended the Schenectady Maintenance Commendation Meal, where we acknowledged and recognized employees for their service.

**May 7, 2026**

I, along with other CDTA employees, attended NABA's Annual Spring Celebration, where CDTA was awarded the Visionary Award for the work we do with the organization.

**May 8, 2026**

I, along with other CDTA employees, attended the Albany Business Review's 40 Under 40 Awards to celebrate and connect with young professionals in the Capital Region.

**May 12, 2026**

The Schenectady County Legislature presented a resolution in honor of former CDTA CEO Carm Basile that I and Chief of Staff Jaime Kazlo accepted.

**May 13, 2026**

I traveled to CENTRO in Syracuse to meet with Upstate New York transit CEOs and FTA Regional Administrator Michael Culotta for a roundtable discussion.